

GUARDIANS/KAITIAKI OF THE ALEXANDER TURNBULL LIBRARY

ANNUAL REPORT 2012 - 2013

Preamble

This annual report covers the eighteen months January 2012 to June 2013. This is to bring the Guardians' reporting period into line with the general government July to June year, and into line with the annual reporting requirement of the Alexander Turnbull Library within the Department of Internal Affairs.

The annual reports of the National Librarian (Attachment 1) and the Chief Librarian of the Alexander Turnbull Library (Attachment 2) for the year 2012 to 2013 are attached to this report.

The Guardians/Kaitiaki of the Alexander Turnbull Library for the period January to November 2012 were Shimrath Paul (Chair), Mark Apperley, Prof Raewyn Dalziel, Monty Soutar and Helen Walker. New appointments made in November 2012 were Helen Tait (Chair), Robyn Kamira, and Prof Paul Tapsell. Prof Raewyn Dalziel was reappointed, and Helen Walker's term continued. The Guardians met on four occasions during 2012: 30 March, 20 June, 29 August, and 26 November. An induction programme for the benefit of new members was held on 29 October 2012 and meetings were held on 5 March and 4 June 2013. During the August 2012 meeting a joint discussion was held with members of the Library and Information Advisory Commission. The National Librarian and the Chief Librarian were in attendance at all meetings and the Guardians had separate discussions at the end of each meeting. The Guardians appreciated the opportunity to meet with the Minister Responsible for the Alexander Turnbull Library. Meetings were held with Minister Tremain on 6 June and 29 August 2012 and 5 March 2013.

Role of the Guardians

The *Purpose of Guardians* as set out in Subpart 3 Section 17 of the National Library of New Zealand Act 2003 is:

To provide assurance to the people of New Zealand that –

- a) the collections of the Alexander Turnbull Library are held in perpetuity; and
- b) those collections are –
 - i) provided with separate and suitable accommodation; and
 - ii) preserved, protected, developed, and made accessible for all the people of New Zealand in a manner consistent with their status as documentary heritage and taonga; and
- c) the character of the services distinguishing the Alexander Turnbull Library as a research library is maintained

The *Function of Guardians* intended to achieve this purpose is set out in Subpart 3 Section 18 of the National Library of New Zealand Act 2003:

1. The function of the Guardians is to advise the Minister on any of the following matters:
 - a. the capacity of the Alexander Turnbull Library to acquire documents to be used for the purposes of research, scholarship, or mātauranga Māori, or by other libraries and the people of New Zealand:
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- b. the provision of services to enable access and research using the collections of the Alexander Turnbull Library:
- c. the appropriate and adequate protection of the collections of the Alexander Turnbull Library:
- d. a decision made by the Chief Librarian under section 15 to make documents from the collections of the Alexander Turnbull Library available for public exhibition:
- e. the means to maintain –
 - i) the identity and status of the collections of the Alexander Turnbull Library:
 - ii) the character of the services distinguishing that library as a research library:
- f. the adequacy and suitability of the housing and preservation of the collections of the Alexander Turnbull Library:
- g. other matters relating to the Alexander Turnbull Library.

At their November 2012 meeting the Guardians adopted a programme of major topics, to allow a review in greater depth of aspects of areas of responsibility under the Act. A copy of the programme is attached to this report (Attachment 3). The order of topics has been varied, to relate appropriately to areas of current priority. In November 2012 Guardians received a presentation on the strategic directions review which was being undertaken in the Alexander Turnbull Library. The March 2013 meeting focused on state of collection accommodation following the return to the National Library building, and the June 2013 meeting on the character of Alexander Turnbull Library as a research library in a digital age.

These topics plus regular reports from the National Librarian and Chief Librarian of the Alexander Turnbull Library support the ability of the Guardians to report to the Minister in terms of the Guardians' function under the National Library of New Zealand Act 2003.

The capacity of the Alexander Turnbull Library to acquire documents to be used for the purposes of research, scholarship, or mātauranga Māori, or by other libraries and the people of New Zealand:

Guardians receive regular reports from the Chief Librarian highlighting acquisitions of major significance. Highlights of the acquisitions for the report period are included in the Annual Report of the Chief Librarian.

In last year's *Annual Report* it was recorded that the library had purchased a significant collection of Katherine Mansfield material. This collection was made available to researchers in time for the Katherine Mansfield conference that was held in February 2013 at Victoria University. The conference attracted an international field of scholars, providing an opportunity to raise the profile of new and existing material in the library's collection.

Work continues in the area of kaitiakitanga - collection care relating to Māori materials. The Chief Librarian reported on the library's commitment to working with Māori, and directly with a number of iwi relating to the care and management of taonga. In the report period a review of policy in this context was commenced.

During 2012 the Pei Jones Collection was returned to its legal owners. This required careful negotiation, to balance the cultural appropriateness of guardianship with the requirement to ensure that the collections are kept in perpetuity. The Chief Librarian kept the Guardians fully informed during the negotiations, and the Guardians were in turn able to provide assurance to the Minister.

In 2013 publicity focused on the future of the Fairfax photographic archive, which was offered to the National Library. The assessment was that the digitisation of the entire collection was beyond both the mandate and capacity of the Alexander Turnbull Library, but

the ensuing discussion underlines the need for a national strategy to deal with documentary heritage and with digitisation priorities. While the Alexander Turnbull Library has a clear mandate to collect and preserve New Zealand's documentary heritage, there will be times when a decision on national heritage will be beyond the remit or capacity of any one institution.

The provision of services to enable access and research using the collections of the Alexander Turnbull Library:

At the November 2012 meeting, in reviewing the Alexander Turnbull Library Roadmap 2012-2015, which identified priority areas for development over the period, the Guardians were pleased to note that access to collections and engagement with researchers and the public was set as a priority for development.

Reading Room Services:

The move back into the redeveloped National Library building has been a major milestone for the Alexander Turnbull Library. Guardians were advised at the March 2012 meeting that the first Turnbull staff would shortly move back to the Molesworth Street building and that the Turnbull collection would be open for access in July. This was to be a very significant date for researchers and the need for a good communication plan, aimed at researchers and the public was stressed. Guardians received regular reports on the move back and issues that arose. The Alexander Turnbull Library reading rooms were opened on 6 August 2012. A range of functions was held to celebrate and publicise the enhanced capability. Guardians were pleased to be able to attend some of these, by timing our meetings to coincide

A new model of service delivery was offered with the return to the building, with general reference tools and services available in the redeveloped Turnbull Reading Room, and specialist collection items delivered to a new Katherine Mansfield Reading Room. The new model of service delivery has been generally well received, though concern was expressed to the Guardians about the hours of service. We continue to monitor this matter, but are satisfied that staffing resources are currently allocated to meet highest priority times.

Online Research Services:

The Guardians are concerned that the long awaited enhancement of the TAPUHI software, critical to providing full access to unique manuscript collections will not be further delayed. This software is critical to provide access to original material for libraries and their users. Problems were reported to the Guardians in 2012, and by the end of the report period we were reassured that an interim replacement would be implemented early in 2014. It is a concern that this interim solution should not be delayed by the wish to develop a long term solution which will meet the needs of both the Alexander Turnbull Library and Archives New Zealand.

The appropriate and adequate protection of the collections of the Alexander Turnbull Library

With the return to the redeveloped National Library building, Guardians are satisfied that the layout and location of the Alexander Turnbull Library collections and services provide appropriately for the separate and suitable accommodation required under the National Library of New Zealand Act 2003.

Guardians were heartened to receive a comprehensive report in March 2013 from the Collection Care Leader on the greatly improved storage and environmental control made possible through the refurbishment. Some fine details are still to be followed through, but overall the provision in the building is now considered to be world class. We feel confident in

advising the Minister that appropriate and adequate protection is now afforded to the collection.

The advice and overview of collection protection during the relocation period, and in the preparation for the return to the refurbished building which was provided by consultant Vicki Humphrey gave reassurance to the Guardians during that critical time.

In the final stages of the redevelopment programme, the possible impact of the collapse of the contracting company Mainzeal gave cause for concern. Guardians were relieved to receive reassurance that this had had minimal impact, as the work that had to be completed at that time was in the hands of sub-contractors, who completed their contracts.

At the time of moving collections off-site or placing them in protective storage on-site during the redevelopment, the Guardians sought independent specialist conservation assurance that best practice was being applied. The advice and overview of collection protection during the relocation period, and in the preparation for the return to the refurbished building which was provided by consultant Vicki Humphrey gave reassurance to the Guardians during that critical time.

During the period when collections were closed, work was undertaken on determining conservation priorities. As detailed in the Chief Librarian's report, approximately 2000 items were stabilised and 1000 given full preservation treatment.

Making documents from the collections of the Alexander Turnbull Library available for public exhibition:

Guardians have received regular reports on loans to other institutions for exhibitions, and we are comfortable that these arrangements are well managed and proper care is taken of the items. We see these loans as a valuable means of making the collections more widely known and available

The Turnbull Gallery

The Turnbull Gallery was a significant addition to the Alexander Turnbull Library made possible through the building refurbishment project. The gallery enables the library to publicise elements of the collections. Six diverse exhibitions which were mounted in the gallery during the period of this report are detailed in the Annual Report of the Chief Librarian.

The means to maintain the identity and status of the collections of the Alexander Turnbull Library and the character of the services distinguishing that library as a research library:

For some years concerns have been expressed by users and supporters of the Alexander Turnbull Library regarding the library's ability to retain its identity and status as a research library, and the ability of the Chief Librarian to maintain the independence of his position.

A Letter of Understanding between the National Librarian and the Chief Librarian was previously drafted to give the Guardians comfort regarding the relationship between the National Library and the Alexander Turnbull Library. This Letter, outlining consultation processes and the way in which the relationship would be handled, required revision consequential on the incorporation of both the National Library and Alexander Turnbull Library in to the Department of Internal Affairs. Considerable discussion was held with managers within the Department, leading eventually to a decision to develop a different document - setting out the Guardians' expectations of, and working relationships with the

Department. This document awaits finalisation at the time of this report. The issue of the ability of the Chief Librarian to maintain the independence of his statutory position is monitored by the Guardians through regular reporting to our meetings.

Regarding relationships with the Department of Internal Affairs, in June 2012 Guardians were advised that the Chief Executive was reviewing the structure and management of the Knowledge, Information, Research and Technology Branch. This led to the division of KIRT into two branches. After several years of structural and management change Guardians hope that some certainty and stability will be achieved.

In the 2011 annual report Guardians noted concerns over the impact on services and on the status of the library of the placement within a larger broader focused Department, and particularly the impact on its capacity to acquire documents to be used for research and scholarship, the provision of services to enable access to and research using its collections, the protection of the collections and the maintenance of the identity and status of the collections. While we have appreciated the interest of the Deputy Chief Executive, Information and Knowledge Services and the development of an understanding of the very significant place of major cultural institutions within the Department, our underlying concern remains, particularly in times of financial stringency, and particularly in relation to the ability to retain focus on the Alexander Turnbull Library's priorities amid the wider range of responsibilities of the wider Department. We will continue to monitor and report to the Minister on these issues.

Regarding possible closer relationships with Archives New Zealand, in March 2012 we were advised that the shared reading room between the National Library and Archives New Zealand was not to proceed, but that the proposal for a Constitution Room in the National Library would go ahead. Subsequently the National Library and Archives New Zealand formed a Strategic Partnership.

To June 2013 we have received regular reports on these developments and regarded it as our brief to consider how they might impact on the Alexander Turnbull Library's identity and services. We could see a Strategic Partnership between the two institutions having some positive benefits in the area of digitisation and preservation, but it will be important that other commitments, such as the proposed Constitution Room, are not advanced at the expense of existing services.

Focus on the identity of the Alexander Turnbull Library has arisen in discussions regarding a possible name for the National Library building, first reported to the Guardians in June 2012. We were concerned that if there were to be a name change it should be clear to the public that the building also housed the Alexander Turnbull Library, and conveyed this to the Minister. We were advised at our November 2012 meeting that a new name was with the Minister and we were subsequently consulted on possible names. We were satisfied that a suggested Māori name would be appropriate. The outcome of these discussions is awaited at the time of reporting.

Conclusion

The Guardians are very impressed with the quality of the redeveloped National Library building and the opportunities which it affords for the Alexander Turnbull Library to fulfil its statutory roles, but are concerned that these opportunities could be constrained by the need for trade-offs against other priorities within a wider Department. The National Librarian, Mr Bill Macnaught, the Chief Librarian, Mr Chris Szekely, and the staff of the Alexander Turnbull Library have responded well to the opportunities presented by the return to much improved premises with enhanced facilities. We would like to record our appreciation of the way the

staff has continued to develop the Library and serve the New Zealand public through this additional capability.

We have valued the opportunity to fulfil our role through meetings with the Minister, and greatly appreciate that the Minister's door has at all times been open to us.

A handwritten signature in black ink, appearing to read 'Helen Tait'. The signature is fluid and cursive, with a long horizontal stroke extending from the top of the 'H'.

Helen Tait, Chair
On behalf of the Guardians/Kaitiaki of the Alexander Turnbull Library

May 2014



THE NATIONAL LIBRARIAN, NATIONAL LIBRARY OF NEW ZEALAND 2012/2013 ANNUAL REPORT TO THE GUARDIANS OF THE ALEXANDER TURNBULL LIBRARY

I am pleased to present the National Librarian's 2012/13 Annual Report on the performance of the functions and exercise of the powers delegated to the Chief Librarian of the Alexander Turnbull Library, as required under the National Library of New Zealand Act 2003.

The Chief Librarian continued to assist with leading the National Library through much change in the Department of Internal Affairs during 2012/13. The National Library remained in an environment of significant pressure on operating budgets. Unlike the previous year when there was little constancy in the leadership at the top of the Department, this year saw a settling in of the new Minister and Chief Executive and the appointment of a permanent Deputy Chief Executive responsible for the branch in which the National Library resides. The branch itself was restructured in order to relocate the government technology business groups elsewhere, resulting in a new branch comprising the National Library, Archives New Zealand and Government Information Services. The name of the new branch is Information and Knowledge Services (IKS).

In August 2012 the Alexander Turnbull Library reopened its doors to researchers on the refurbished first floor of the Moleworth Street building, restoring access to all the collections after more than two years of greatly reduced availability. From August until November 2012 building work continued on the ground floor of the National Library. At times this made conditions very difficult for customers and staff. Nevertheless it was immediately evident that the Turnbull collections and services for researchers were finally housed in world-class facilities just as the modernisation programme had intended. The reopening of the ground floor was marked with a ceremony led by the Prime Minister of New Zealand, Rt Hon John Key, on Tuesday 27 November 2012. As I did last year, I pay tribute to the Chief Librarian and his staff as their attention to detail in the design, planning and implementation of the redevelopment has resulted in the successful delivery of promised improvements.

Preserving and Protecting the Collections

The new service model for the Turnbull has delivered a more integrated approach to preservation, conservation and repository management. Like the building improvements, these service changes were planned as part of the New Generation Implementation Programme, to establish a new starting point for service delivery once the building reopened. All National Library staff take pride in the fact that all the Turnbull collections in the building are now suitably housed in atmosphere controlled environments.

Progress is being made in the digitisation of collection items for increased access by researchers, but this still only amounts to a small fraction of the total collection. Progress is being made in the collection of digital items for preservation in the National Digital Heritage Archive.

Developing the collections and making them accessible

From a diplomat's personal diary to Burt Munro's motorcycle pistons, there have been some extraordinary acquisitions this year in addition to the published material received under legal deposit. The Turnbull team continue to do well in sustaining the generosity of donors. The position of the Turnbull as a trusted home for the history of New Zealand's people remains strong. It is worth repeating the comment made by Grant Allen, when he donated the diary of diplomat Richard Sewell:

"I've decided to donate the notebook to the Turnbull because it's a story that should be out in the public domain. The Turnbull's the most respected institution in the country for things like this and was the obvious choice for a home."

Such a comment is a very good indicator of the health of the institution.

I acknowledge the work that the Chief Librarian has done to make the collections more accessible. His team is making good headway in improving digital access as well as strengthening the work done face-to-face by our outreach staff in communities across the country. This is particularly important in building trust between the Library and the many Māori customers that we serve.

Challenges ahead

The Chief Librarian notes that video and CD material from the Turnbull is now being preserved in the National Digital Heritage Archive. The digitisation of such material is highlighting the long term challenge concerning the affordability of digital storage. The volume of digital material being collected and preserved is placing an additional financial burden on the Library at a time when it is difficult just to meet the rising costs of collecting, preserving and making accessible the hard copy materials in the Alexander Turnbull Library. With static or declining budgets it is impossible to sustain our current business model in both analogue and digital collecting. This is becoming a critically important challenge for the Library and the Chief Librarian will have difficult choices to make. He is not alone in facing that challenge. The National Library has a strong pool of talent to help the Chief Librarian navigate a course to the future.

As with the previous year, 2012/13 was a year of transition, change and adaptation. I would like to acknowledge Chris Szekely's effective leadership and stewardship of the Alexander Turnbull Library, and I congratulate him and his staff on completing the successful transition back to the Library building in Molesworth Street. I would also once again like to thank the Guardians Kaitiaki, whose advice and guidance continues to be both valuable and appreciated. I believe the Guardians will play an important part in helping the Chief Librarian to reshape the business model so that the Alexander Turnbull Library endures as the most respected source of knowledge about New Zealand.

Bill Macnaught
National Librarian

ALEXANDER TURNBULL LIBRARY ANNUAL REPORT 2012/2013
Chris Szekely, Chief Librarian

Introduction

This was a particularly significant year for the Alexander Turnbull Library as it returned to the refurbished National Library building in Molesworth Street, Wellington. Most of the Turnbull collections had previously been in closed storage for more than two years, with the library operating in reduced circumstances from several temporary locations.

The library's re-opening was welcomed by researchers, with the new reading room layouts and facilities receiving favourable comment. There was also a pleasing response to the new Turnbull Gallery, resulting in increased public profile for the library and its collections.

This report discusses some of the key highlights associated with the Turnbull's return, covering the period July 2012 – June 2013.

Preserving the Collections

One of the key drivers behind the refurbishment of the Molesworth Street building was the need to provide increased storage for the Turnbull Library's ever-expanding collections. Most of the collections were relocated into and within the building by the end of last year. The focus for this year was on unpacking and refining the storage scheme to ensure collections were stored and located in optimal conditions. Considerable effort also went into developing appropriate and efficient collection delivery procedures.

In addition to playing a critical role in re-housing the collections, the Collection Care team delivered excellent results in the core business of preserving the collections. Surveys were undertaken to determine conservation programme priorities. Over 1,000 collection items underwent full preservation treatment, and nearly 2,000 items received stabilisation treatment.

One item that underwent treatment was a large oil painting of Alexandrina Turnbull, Alexander Turnbull's mother. The library arranged for the work to be conserved so that it could be displayed. It now hangs alongside a companion painting of patriarch, Walter Turnbull, in one of the library's reading rooms. This is the first time the paintings have ever been publicly exhibited as a pair.

There were significant milestones relating to the preservation of audio-visual items. The library is now able to deposit preserved video material into the National Digital Heritage Archive (NDHA) and electronically deliver this content directly to reading room search stations. The migration of CD content into the NDHA also commenced this year. Conservators, Nick Guy and Bronwyn Officer deserve particular recognition for these achievements.

Protecting the Collections

Work commenced on two key areas relevant to operational collection protection policy matters. The first of these relates to the re-use of collection items.

The library has always sought to provide easy access to collections while adhering to the requirements of copyright legislation, and the wishes and rights of content creators and donors. Increasingly there is an expectation around the digital availability of collection content in ways that are open and immediate. The need to provide clear and helpful guidelines to users in a digital context has become more pressing as the library digitises more and more of its collection content.

The Turnbull's thinking in this area is being coordinated and advanced by Mark Crookston, who leads the library's Digital Collections Strategy team. The library is aiming to adopt a principles-based collection re-use policy within the next twelve months.

Work is also underway in the area of kaitiakitanga, or collection care relating to Maori materials. The Turnbull has had an operational policy relating to the conservation and care of Maori materials for many years. The library continues to be committed to working with Maori, and a number of iwi relating to the care and management of taonga, and is reviewing its policy in this context. This work is being led by the library's Curator, Maori Paul Diamond, and is expected to progress over the coming year.

Developing the Collections

In last year's *Annual Report* it was recorded that the library had purchased a significant collection of Katherine Mansfield material. This collection was made available to researchers in time for the Katherine Mansfield conference that was held in February 2013 at Victoria University. The conference attracted an international field of scholars, among them Dr Gerri Kimber from the University of Northampton. Dr Kimber discovered a previously unknown story among the papers. The vignette is called *Sumurun: An Impression of Leopoldine Konstantin*. The discovery was announced by Minister Chris Tremain at a media conference, and attracted considerable public interest.

This year the library acquired just over 65,000 items.¹ Among them is the collection of musician and promoter Johnny Cooper. Cooper was also known as 'the Maori Cowboy', and was the first artist outside of mainland USA to record and release a rock'n'roll record – his version of 'Rock Around the Clock'. The collection comprises a mix of manuscripts, photographs, ephemera and sound recordings, and greatly strengthens the library's holdings on popular New Zealand music and culture.

The library also purchased a collection of scrapbooks, photographs and clippings compiled by Herbert James (Burt) Munro. Burt Munro's exploits at

¹ It should be noted that a single item, or 'collection event', can include multiple pieces. For example, the Johnny Cooper material is considered a single collection event, but contains many manuscripts, photographs and sound recordings.

the Bonneville Salt Flats brought him international renown and were the subject of the movie 'The World's fastest Indian'. The collection will be of particular interest to researchers studying the history of engineering and sport in New Zealand. It also includes a first for the library: five motorcycle pistons and other engine parts, cast and machined by Munro himself in his Invercargill shed.

Another acquisition with an unlikely Hollywood connection was a personal notebook diary kept by the late Richard Sewell, a diplomat at the New Zealand Embassy in Tehran in 1979. It details the efforts he and Ambassador Chris Beeby made to save six US hostages who had escaped after the storming of the US Embassy in Iran. The document contradicts the version of events as told in the Oscar-winning movie, *Argo*. As such, its acquisition attracted keen media interest.

The notebook was donated to the library by Mr Sewell's partner Grant Allen. In a statement to the media Mr Allen said:

"I've decided to donate the notebook to the Turnbull because it's a story that should be out in the public domain. The Turnbull's the most respected institution in the country for things like this and was the obvious choice for a home."

Donations continue to be a major means in which the Turnbull collections are developed. In November, Tanya Ashken presented the library with a unique album of watercolours by her late husband John Drawbridge. The album contained 45 watercolour and pastel drawings of Drawbridge's storyboard for a planned 1949 film *'The Ascent of Aspiring.'*

The film was never completed. However, it is considered remarkable because of the extraordinary group of New Zealand artistic luminaries who worked on it. These include: Brian Brake as the film-maker, James K Baxter as scriptwriter, Douglas Lilburn as composer, and 18-year-old John Drawbridge as artist.

Making the Collections Accessible

The Turnbull Gallery

The Turnbull Gallery was a significant addition to the Turnbull Library made possible through the building refurbishment project. The gallery, though modest in size, enables the library to present staff research into the collections through exhibitions, and provide a visitor experience for general members of the public. Six diverse exhibitions were mounted in the gallery and received excellent feedback. A list of these exhibitions, with a brief commentary is attached as an appendix to this report.

Reading Room Services

The Turnbull Library reading rooms were opened on 6 August 2012. In the ensuing months to 30 June, approximately 72,000 visits were made to the Turnbull. This number includes researchers using the reading rooms, visitors to the Turnbull Gallery, tertiary students using the Lilburn class room and visitors on orientation tours.

Reading room usage rose gradually for each quarter of the 2012/2013 year. This followed the “soft launch” of services from Molesworth St in the first quarter of the year, with numbers increasing after the official National Library opening in November. In addition, the Library welcomed its usual influx of university and secondary students starting in February 2013.

Use of collection items on-site also increased steadily through the year, to a total of 54,313. National Library collections represented 43% of this use, and ATL collections made up 57%.

Significant achievements for the year included:

- Successfully packing and moving out of relocation quarters, preparing the reading rooms, and re-opening services on time.
- Testing, implementing and refining updated policies and procedures for the multi-format readings rooms
- Staff developing knowledge and judgement to support clients to locate and use multiple collections
- Introducing new technology such as the search stations, touch screen tablets, and a card-based printing solution
- Introducing independent retrieval of items from the National Library collections
- Successfully orienting researchers to the new spaces and services through tours and seminar sessions

Researcher reaction to the new reading room layouts and facilities has been very positive. Many helpful suggestions were received during the year which assisted the library to fine-tune reading room layouts, reference collections and procedures.

Online Research Services

The library made progress in several areas that support online research. Some of these include:

- Search stations: The library developed a new on-site discovery tool that provides federated searching across numerous catalogues and indexes. This enables users to locate Turnbull collections, and also allows delivery of sound and image files within the reading rooms, including applicable restrictions. The discovery tool links to TAPUHI and Voyager at item level to enable ordering.
- National Library website: a new, user-friendly web site provided a fresh look and a friendly introduction to the library and its services. The site offers the same ability as the search stations to search across multiple sources. The Turnbull provided detailed advice to enhance the research and discovery experience which is the core of the website. The new website increases the Library’s ability to surface unpublished collections to researchers.
- Distance enquiries: Research Enquiry staff responded to 5,250 research requests received via written letters, email and the website’s online request form.

Digitisation and Imaging

A special project commenced during the year relating to the digitisation of World War One diaries and letters. Over 8000 pages of World War One manuscript material were digitised. The planned programme of digitisation saw 882 individual items digitised which yielded over 20,000 individual images. A further 1,397 items were loaded into the NDHA as a result of public orders.

Online Catalogue Records

Nearly 27,000 online records were created and entered into the Turnbull Library TAPUHI catalogue database of unpublished collection items. The bulk of these records relate to manuscripts, digital cartoons and photographs.

Over 20,000 items were catalogued by the National Library's Content Service team onto the National Library's Voyager catalogue database of publications. Most of this material was received through Legal Deposit. Online catalogue records were created for a further 3,500 items as part of the library's retrospective cataloguing programme. These comprised mainly heritage monographs, rare books and maps.

Other Activities and Highlights

Outreach

The Turnbull Library's Outreach team activities include the work of the National Preservation Office, and the Maori Heritage Programme Adviser located in Auckland, as well as the delivery of oral history training programmes.

The National Preservation Office

The National Preservation Office (NPO) received 111 written requests during 2012-2013. Assistance was requested for subjects of regular concern such as care and housing of a range of collection formats (books, archives, maps, newspapers, photographs, audio). However, this year formats also included philatelic materials; computer hardware and floppy disks, 1930s film; korowai; and whale-bones. Other popular topics were how best to manage photographs on marae and guidance on digitisation of collections. As with the previous year about 60% of enquiries were from organisations, GLAMs² sector, iwi and hapū. Individual enquiries were primarily one-off responses.

Three advisory projects were ongoing from 2011-2012 involving site visits and assessment of collections and development of preservation plans by the NPO Field Conservator, Vicki-Anne Heikell. One new project has started. These advisory projects covered government, iwi and non-government organisations.

In a new initiative, the NPO organised a successful Preservation of AV Collections course which ran in both Auckland and Dunedin. The

² GLAMs = Galleries, Libraries, Archives and Museums

presenters were the Turnbull's Senior Conservator Sound, Bronwyn Officer, and Conservator Audiovisual Media, Nick Guy. The NPO also supported a workshop on the Care and Identification of Photographs delivered by US conservator Gawain Weaver.

The National Preservation Office works in close collaboration with colleagues at Te Papa National Services Te Paerangi, Archives New Zealand and New Zealand Historic Places Trust. Four NPO workshops/training courses were delivered. Three workshops were in collaboration with NSTP, and one in with NZHPT. These four workshops were hapū focused. The Field Conservator also participated in the Wellington Museum of City and Sea's Curiosity Road Show.

Copies of NPO publications were widely circulated, and accessed through the National Library website. There were 2,376 views of the "Caring for your collections" page, with a further 4,073 views of associated pages. The National Preservation Office revised editions of Care of family collections including, for the first time, the brochure in Samoan. The guide, in Te Reo and in Samoan, can be downloaded as a PDF from the National Library website.

Oral History Training Programmes

Approximately ten oral history training workshops were offered across New Zealand. These workshops took place in Auckland, Wellington, Dunedin, Whanganui, Murupara and Whangaruru.

Heritage Programme Adviser, Maori

The position of Heritage Programme Adviser, Maori is located in Auckland, and held by Mereana Taungapeau. This year the adviser, working with Maori specialists from across the GLAMs sector, developed a pilot programme called *Tuakana-Teina* aimed at bilingual second school students. The programme involves students developing a piece of work in response to the Turnbull Library's online collections. The work can be presented in English, Te Reo Maori or bilingual. The pilot will commence next year.

Concluding Comments

The Turnbull Library's return to full operations in the refurbished building was a major milestone and a cause for celebration. After a prolonged period of planning, services resumed with an increased focus on digital delivery, onsite exhibitions, and a refreshed approach to reading room services. The library has endeavoured to be attentive to the feedback it has received from users and is continuing to refine services accordingly. The collections continue to grow under careful curatorial management, and are well-served by the newly created and upgraded collection storage areas.

The library gratefully acknowledges the ongoing support of donors, as well as encouragement and feedback from an expanding range of users.

Appendix 1
The Turnbull Gallery Exhibition Programme,
August 2012 – June 2013

The Turnbull Gallery exhibition programme for the 2012/2013 year was as follows:

Fresh, recent past, new start

6 August – 29 September 2012

Curator: Peter Ireland

Most of the items in *Fresh* were acquired during the period when most of the Turnbull collections were closed because of the refurbishment project. The exhibition recognised a number of notable New Zealanders who had a significant impact or connection with the library. These include Sir Joseph Kinsey, Dame Judith Binney and Douglas Lilburn.

Savaged! The cartoon colony

1 October – 24 November 2012

Curator: Marian Minson

To celebrate the 20th anniversary of the New Zealand Cartoon Archive, twenty of the library's earliest original cartoons were selected for display.

To the ends of the earth, bibles in the Alexander Turnbull Library

26 November 2012 - 19 January 2013

Curator: Dr Ruth Lightbourne

This exhibition was an exploration of religious texts, highlighting some of the library's rarest holdings from the Rare Books collection. The show coincided with the full opening of the National Library building in late-November, and so was the first Turnbull Gallery exhibition where a supporting public programme was possible.

Head and Shoulders, portraits of Maori by Isaac Coates

21 January – 16 March 2013

Curator: Paul Diamond

Head and Shoulders profiled a suite of watercolours purchased in 1989, featuring Maori. This was the first time the paintings had been exhibited as a complete set. They were complemented by digital copies of similar works by Isaac Coates held in other institutions nationally and internationally. The exhibition received excellent publicity and was well-reviewed in *Art New Zealand*. The Pitt Rivers Museum at Oxford University subsequently published a substantial online article featuring their Isaac Coates holdings.

Island Style, dancing the Pacific

18 March – 11 May 2013

Curators: Sean McMahon, Di Woods, Roger Swanson

Island Style celebrated dance traditions as a vibrant expression of Pacific cultures. Using pictures, manuscripts and sound the curators showcased ceremonial dance at Pacific Festivals and community events. The exhibition attracted a number of first time Pacific Islander visitors to the library, as well as schools.

Revolting! The sound of protest in Aotearoa
27th May – 27 July 2013
Curator: Matt Steindl

Revolting focused on New Zealand's protest traditions through the medium of music. Extensive use was made of touch screen tablets to access playlists. The accompanying public programme of panel discussions and performances was held largely on Friday evenings taking advantage of the library café's late night. The sessions attracted many first time, younger visitors with a keen interest in alternative music genres.

GUARDIANS KAITIAKI OF THE ALEXANDER TURNBULL LIBRARY REPORT PROGRAMME 2012/15

Background

The Guardians of the Alexander Turnbull Library have previously asked the Chief Librarian to report against the purpose and function of the Guardians, as defined in the National Library of New Zealand Act 2003, as a means of ensuring that they receive the information required to enable them to make a judgement as to whether they are properly fulfilling their role, and therefore are able to appropriately both provide assurances to the people of New Zealand and advise the Minister. At their November 2012 meeting the Guardians adopted a programme of overview reports on topics which will be relevant and useful in the management of the Alexander Turnbull Library as well as better informing the Guardians in key areas of their responsibility.

Role of the Guardians

The **purpose of Guardians** as set out in Subpart 3 Section 17 of the National Library of New Zealand Act 2003 is:

To provide assurance to the people of New Zealand that –

- a) the collections of the Alexander Turnbull Library are held in perpetuity; and
- b) those collections are –
 - i) provided with separate and suitable accommodation
 - ii) preserved, protected, developed and made accessible for all the people of New Zealand in a manner consistent with their status as documentary heritage and taonga; and
- c) the character of the services distinguishing the Alexander Turnbull Library as a research library is maintained.

The **Function of Guardians** intended to achieve this purpose is set out in Subpart 3 Section 18 of the National Library of New Zealand 2003:

- 1) The function of the Guardians is to advise the Minister on any of the following matters:
 - a) the capacity of the Alexander Turnbull Library to acquire documents to be used for the purposes of research, scholarship, or mātauranga Māori, or by other libraries and the people of New Zealand:
 - b) the provision of services to enable access and research using the collections of the Alexander Turnbull Library:
 - c) the appropriate and adequate protection of the collections of the Alexander Turnbull Library:
 - d) a decision made by the Chief Librarian under Section 15 to make documents from the collections of the Alexander Turnbull Library available for public exhibition:
 - e) the means to maintain-
 - i) the identity and status of the collections of the Alexander Turnbull Library:
 - ii) the character of the services distinguishing that library as a research library:
 - f) the adequacy and suitability of the housing and preservation of the collections of the Alexander Turnbull Library:
 - g) other matters relating to the Alexander Turnbull Library.

Part 2 of Section 17 requires that 'the National Librarian and the Chief Librarian must use their best endeavours to provide to the Guardians the information that the Guardians reasonably require to perform their function'.

The Guardians agreed that this information could effectively be provided through a series of topic reports related to the Guardians' function.

Topics to be Included

The topics adopted will be subject to later review as appropriate. The order proposed seemed to provide a logical sequence, but review will be required as priorities change or new issues arise.

There will generally be one major topic report put forward to each meeting, but this could be suspended if pressure of other business makes it impractical. Equally, when management time for preparation, and meeting time for proper consideration, allows, more than one topic could be allocated.

1. A report on the **draft Roadmap of the Alexander Turnbull Library**. A Roadmap setting out Alexander Turnbull Library strategic directions was under review in 2012. Presentation of the Roadmap in near final form would give the Guardians both an understanding of current and proposed strategic directions of the library and opportunity to have input in to the Roadmap before it is finalised. November 2012
Purposes b(ii) and c) Functions a) b) c) d) e) f) and g)
2. A report on the **accommodation and collection care of the Alexander Turnbull Library collections** in the redeveloped National Library, including provisions for shelving and other storage, ease of physical access, space for future growth, climate control, security, provisions for preservation treatments and delivery of collection items to reading rooms. The report will provide a comprehensive statement of collection accommodation care in 2013, as a basis for future planning and a basis for the Guardians' understanding of its adequacy. Date for this report – 1st meeting of 2013 – 5 March
Purposes a) and b) Functions c) and f)
3. A report on the **character of research services provided by the Alexander Turnbull Library**. With rapidly increasing opportunities for digital access to the collections of the Alexander Turnbull Library, it will be helpful to understand the implications which digital access and provision of remote research support has for the library. What is and what should be the character of services provided by the Alexander Turnbull Library as a research library in the 21st century, and in making optimum use of new technology to make research services more widely available. Tentative Date for this report – 2nd meeting of 2013
Purpose c) Functions b) and e)
4. A report on **digital preservation**. With the increasing importance of digital material in the collections of the Alexander Turnbull Library, either as digital copies of existing collection items, or in the collection of 'born digital' material, it is necessary to be assured that appropriate digital material is being collected, protected and stored for perpetuity. The report should review the current provisions in place in the Alexander Turnbull Library. Following this review, it may be felt that the topic could usefully be more widely considered, not just as an Alexander Turnbull Library report, but in association with the Library and Information and Advisory Commission, Archives New Zealand and Government Technology Services, and could perhaps be a focal

topic for a joint meeting or seminar/workshop. Tentative date for this report – 3rd meeting of 2013

Purposes a) b) and c) Functions a) b) c) e) f)

5. A report on the **management of taonga in the Alexander Turnbull Library's collections**. The National Library of New Zealand Act 2003 requires the library to manage the collections 'in a manner consistent with their status as documentary heritage and taonga'. This topic should include an overview of the Māori-related materials held in the collections and any relevant current policies and practices. The report should include a discussion of the library's thinking in relation to mātauranga Māori, the Wai 262 report, and the Letters of Commitment with various iwi. Tentative Date for this report – 4th meeting of 2013 if there is one or on 2014 agenda
Purposes a) b) and c) Functions a) b) c) e) and f)
6. A report on the **collection policies of the Alexander Turnbull Library**. The report would set out for the Guardians' information on the current collection policies, and the application of those policies to various areas of the collections. Tentative date for this report – 2014
Purposes a) b) and c) Functions a) and b)
7. Following logically from the report on collection policies would be a report specifically on **digitisation in the Alexander Turnbull Library**. The report would relate priorities for digitisation to current collection policies, and review current practice in developing and making accessible digital resources. Tentative date for this report – 2014
Purposes a) b) and c) Functions a) and b)
8. A report on **opportunities for the Alexander Turnbull Library to take a national leadership role, working with other institutions to more fully realise its goals**. Items of national heritage value are held in a range of institutions, including Archives New Zealand, the Hocken Library, the Grey Collection of Auckland City. There is a good history of positive co-operation between these institutions, which could perhaps usefully be more formalised, with agreements as to areas of collection, protocols for access etc. This topic could be a possible focus for a national symposium, workshop or similar, sponsored by the Guardians and allowing the Alexander Turnbull Library to demonstrate a leadership role. Tentative date for this report – 2014/2015
Purpose a) b) and c) Functions a) b) c) e) and f)
9. A report on the **opportunities and current proposals for nationwide exhibition of items from the Alexander Turnbull Library collections**. For the library to fulfil its role as a truly national collection, in addition to making access nationally available through new technology, it is important to share the taonga of the collection items themselves with New Zealanders who do not have access to the National Library in Wellington. Issues and policies relating to transport and exhibition need to be clearly stated, and perceived to provide for both the appropriate protection of the collection, and for wider access. Tentative date for this report - 2015
Purpose b) Functions b) c) e) and f)
10. A report on the **collection and provision of access to Pacific material in the Alexander Turnbull Library's collections**. Section 12(b) of the National Library of New Zealand Act 2003 requires the Alexander Turnbull Library to 'develop the research collections and services of the Alexander Turnbull Library, particularly in the field of New Zealand and Pacific studies....' this topic should include an overview of the Pacific material currently held in the collections and any relevant current policies and practices, and report on issues in ensuring appropriate access and use of the

material. Tentative date for this report – 4th meeting of 2013 if there is one or on 2014 agenda

Purposes a) b) and c) Functions a) b) c) e) and f)

11. A report on **opportunities and issues relating to the ability to acquire material for Alexander Turnbull Library collections by gift or bequest**. The acquisition of much unique New Zealand will depend on the awareness of owners/holders of the material of the Alexander Turnbull Library, and their confidence in its capacity to appropriately care for, and provide access to the material. It would be helpful for the Guardians to understand what work is currently undertaken to identify material and to develop relationships with owners/holders, and what further steps could be taken. Tentative date for this report – 2015

Purpose b) Functions a) b) c) and f)

Presentation on Collections and Services

In addition to the topic reports above, it was agreed that each meeting of the Guardians should feature a presentation on an aspect of the Alexander Turnbull Library collections or services.

In the case of collections items, this will either be by bringing selected items to the Guardians' meeting, or perhaps more usefully, taking the Guardians to view items as they would be presented for researchers, and in the case of services, the staff member(s) responsible for a particular service will prepare an information report which will be presented at a Guardians' meeting, with an opportunity for further questions and explanation.

Guardians have been invited to indicate elements of the collections or services on which they would be particularly interested to have a presentation.

Helen Tait
Chair, Guardians Kaitiaki of the Alexander Turnbull Library