



## Kapiti Branch, New Zealand Society of Genealogists

P.O Box 703, Paraparaumu [kapiti@genealogy.org.nz](mailto:kapiti@genealogy.org.nz)  
[www.rootsweb.com/~nzlsgkb/](http://www.rootsweb.com/~nzlsgkb/)

### April 2006 Newsletter

#### Next Meetings:-

**Kapiti Branch:-** Tuesday 25<sup>th</sup> of April 7.30pm.  
ANZAC Day. Military research- Military memorabilia of ancestors with Rosemary Marryatt and Paul London. (See previous flyer)  
**Computer SIG:-** Monday 8<sup>th</sup> of May 7.30pm.  
Fixing photos (Part 1), by Barry Thomson.

#### CONVENERS COMMENT:-

The April 1st Irish Research Day was a resounding success with 75 persons registering in a steady flow till mid afternoon. Given the difficulty/challenge of access to records of Ireland, some went away disappointed while others found some new clues to lost ancestors. We fielded a lot of enquiries about “how to” and advised on start up practices, access to the Internet and the like. A number of new members joined which takes us to 205 + financial members – not bad considering the normal number of resignations at the start of a financial year.

Takes us to being one of the larger Branches in the NZSG network. Those of you who are NZSG members and on the “M” mail-list will have seen a flurry of comment on the structure of Branches and relationship to the ‘corporate body’. It remains a hot topic and the submission which a number of us made late last year remains very relevant. I am sure we will be revisiting this issue, as it is most important that it is not put into the too hard basket. I operate from the perspective of trying to help all who have an interest in family history. We thus need to find a symbiotic solution to those who want to belong to a larger national grouping and those who are more comfortable in a local network – and a combination of both. Clearly there is huge interest on the Kapiti Coast in family history research. The enquiries we field are increasing and we haven’t even tapped the younger generation in schools, where there is a growing dimension of connecting the study of social studies to family research.

With a large membership there will be an ever-widening range of interests and experience. Your committee can only make its own judgments on what YOU WANT. So please let us know how we can improve services. One of these is the Member Interest List published on our website so that you can review what others are doing.

We will be giving you the chance to submit or edit your interests shortly.

Do join us for a special evening on ANZAC Day when we will hear from a member about researching military ancestors, and from a non-member about some war experiences. If you would like to wear medals or bring along other mementos of loved ones please do so.

Clive Palmer

#### COMPSIG:-Computer SIG

##### CD-ROMS

Most of us protect the wrong side of the CD. It seems so natural and right to protect the shiny side from scratches by laying the CD, face down on our desk when not in use. That's a big mistake and here's why. The label side of the CD usually has a thin layer of lacquer (thin varnish like substance), next a reflective coating that looks like gold or silver and a finally a very thin layer of dye. Scratching or damaging this side will damage the CD beyond repair. Even worse, scratches can act like rust which will continue to destroy the area around the scratch causing you to continue to lose files or other information from the CD.

One scratch or ding can destroy a CD. Just dropping a pencil on a CD can do damage, result a tiny little pin hole on the surface of the CD. That was the end of the CD. Apparently the damage prevented the computer from reading the CD.

Still don't believe me? Take one of your bad CDs (coaster), get a butter knife and with a light pressure run it across the label side of the CD. You will be amazed how easy it will chip off the reflective coating. That's how I damage the CDs I throw away.

Never use a ball point pen or other sharp writing tool to label a CD. Your chances of scratching or damaging the surface are almost 100%. Be sure to use the proper felt tip, acid free CD markers to write on your CDs.

Sunlight can tan your CDs. A CD works when the laser in your CD / DVD drive shoots a beam of light through the clear plastic side of the CD. The light is reflected back by the reflective coating (like a mirror) on the CD and is read by the computer. Over time the

reflective coating may start to oxidize or deteriorate. At some point in time, the reflective coating may not reflect enough light back for the computer to read the information.

Stacking CDs and the Leaning Tower of Pisa. Do you stack your CDs on top of one another and have a stack that looks like the leaning tower of Pisa? According to many CD manufacturers, CDs should not be stacked but placed standing on edge in plastic jewel cases, in a drawer and in a dark place out of the sunlight.

To label or not to label. Decorative labels are probably OK for a special occasion. However, it is not recommended to put any kind of a label on an archival or backup CD. It is virtually impossible to get a paper label perfectly centered on a CD causing it to bulge upward or wobble as it spins at high speeds making it difficult or impossible for the computer to read the CD.

Do not put small labels on CDs. It will cause the CD to become unbalanced as it spins.

Sue Greene

## Notices:-

### New Members

Welcome to new members: Ann BARKER, Tracy BATEMAN, Marie BRADY, Christine DEVIN, Rosemary & Ray FOSS, Julie MORRIS, and Denise O'GRADY, who have joined us in the last month. Also welcome back to Linda EVANS and Alison LAURIE who have rejoined us

### From Other Branches

Masterton Branch held a "Family Gatherings" (An exchange of Family Information) on Saturday 15<sup>th</sup> April & Sunday 16<sup>th</sup> April, at St. John's Hall, in Masterton. Family Surnames: CRANN, FLOWERDAY, GREEN, HENWOOD, HURLSTONE, KERR, KOCH, MARCHANT, NEWPORT, PEPPERELL, PERRETT, ROBB, ROBERTSON, STANTON). For those who missed it, but are interested in the names, contacts are: Dawn PERRETT (06-370-11410), Pauline MCEWEN (06-370-9085) or Bev TOWGOOD (06-378-6926)

### Supper Helpers

We are continuing in 2006 with the practice of calling for volunteers (by initial of surname) on the night to assist with supper at our Monthly Meetings at the Kapiti Community Centre. In particular this calls for assistance with the serving, and with the tidying up afterwards. April: C - F, May: G - J, June: K - M Please make yourself known to Meryl, who is the Supper Organiser. Thanks.

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A "Wish List" of prospective acquisitions is maintained, and periodically the Committee either simply purchases items out of Branch Funds, or, submits concisely worded grant applications to various Trusts set up for that purpose. We are given to understand that, in general, Trustees are more likely to look with favour on applications for funding to purchase New Zealand material, rather than overseas material. Although most of the items on the Wish List have been suggested by Committee Members, in fact any Branch Member may, at any time, submit suggested items to go on to the List.

### Ink Cartridges (Update!)

Very many thanks to all those people who have been letting me have their used printer ink cartridges. For the first six months of our current financial year (that is, up to 31<sup>st</sup> March) we collected approximately 150 and for these, after a few that were damaged or obsolete had been removed, we received \$206 – a very useful boost to our Branch Funds. This is a continuing fund-raising exercise, so please keep letting me (Derek Griffis) have those used cartridges (particularly Canon, Lexmark, Hewlett Packard, Epson), on Monthly Meeting evenings or, by leaving them in the cardboard box in our steel cabinets upstairs at Paraparaumu Library or, if more convenient for you, by placing them in my letter-box at 94 Ngaio Road, Waikanae. Thank you.

### KBNZSG Meeting Dates & Times

Kapiti Branch:- 7.30pm, 4th Tuesday, Jan-Nov at Kapiti Community Centre 15 Ngahina Street (near Paraparaumu Library)

Computer SIG:- 7.30pm, 2nd Monday, Feb-Dec in the Paraparaumu Public Library (meeting room, downstairs)

### Kapiti Legacy Users SIG:

The next meeting will be on Saturday 29<sup>th</sup> April. "Searching and Tagging"

To be held at the Masonic Hall, in Tararua Street Paraparaumu. (off Hinemoa St). Doors open at 1pm meeting starts at 2pm. Entry charge has been kept to a minimum and will include hall hire, tea and coffee and any presenter's costs. For further details: contact Gerald Twiss: [gero@ihug.co.nz](mailto:gero@ihug.co.nz) or phone 021 151 6714.

The Kapiti group is an "informal" one. Anyone with an interest in the Legacy programme can attend the meetings. The full years programme is on the [web site](#).

NZSG ANNUAL CONFERENCE AND  
AGM Friday 2nd to Monday 5th JUNE 2006  
Sacred Heart Girls College Hamilton East

NZSG Hamilton Branch will be hosting an Exhibition of Family Histories at Conference 2006. We invite Members of all NZSG Branches, Interest Groups and those attending the conference to submit for display, an aspect of their family history.

There are four categories:-

- Stitched (Embroidery, Quilting, Cross-Stitch, Weaving)
- Hand-drawn (Charts, Trees, Calligraphy)
- Computer-generated (Books, Charts, Photographs)
- Mixed Media (Models, Metal Items, Paintings)

A brief written explanation of the genealogical and historical significance should accompany each exhibit - for the benefit of genealogists viewing the exhibition.

If you are interested in submitting an exhibit please contact: Elizabeth Heaphy.

[weheaphv@amcom.co.nz](mailto:weheaphv@amcom.co.nz)

An Application Form and the Conditions of Entry will be forwarded to you. For further Conference 2006 details check NZSG Web page [www.genealogy.org.nz](http://www.genealogy.org.nz)

## Reports:-

### Library Report

If you have visited our library recently you will notice that most of our New Zealand collection is now listed on the Public Library catalogue. It has been a long slow job, but at least a start has been made and we thank the Library Staff for this. The process will continue as and when they find the time from their other duties.

There has been feed-back from some members asking why we need to register the users of our facilities, as it never happened before. I understand that some members are upset at having to sign in, feeling that we are encroaching on their private research. This is not intended, and we will obviously have to redesign our register, as what we really need is information on what the gaps are in our holdings. Also to note visitors, who are potential new members. Feedback is needed from you, the members, and we look for your support in this.

Alison Procter

### NON-WAR GRAVE INDEX CARDS

This somewhat curiously named resource is located in Archives New Zealand, Wellington. For many years it was in the care of the Internal Affairs Department, until about 1988, when it was transferred over to what was then known as New Zealand Archives. These indexes (along with the War Graves Index Cards) used to be freely accessible in the public areas, until about a year ago, when Archives in its wisdom decided that they would be much safer if they were re-located into the non-public areas, and so it came to pass. These indexes are not yet detailed on Archway, so many of the newer researchers would not even know that they exist, but they do, and they may still be accessed, provided that you ask the right questions at the Information Counter.

But first, some words of explanation about the indexes themselves. Whilst it is obvious what is a War Grave, it

is less obvious what is a Non-War Grave. A Non-War Grave is simply the grave of a person who was a member of the Armed Forces, but who did not die during a time of armed conflict. Generally speaking, the grave or cremation of such persons is marked by a standard style Armed Forces tombstone or plaque, although the families of entitled persons did not always exercise their right to receive such a marker. [A source of contention for some, was that the markers were only for ex-service(wo)men, and therefore unless the spouse was also ex-service, they could not feature on the same marker. Not surprisingly, some would not accept that. It is only recently that there has been a relaxation of that particular rule]. The Index Cards mainly cover deaths from 1945 onwards (there are a few for earlier years) and are part of the control system once used by Internal Affairs. Production of the cards did not cease with the hand-over to Archives, as they continued to be written, up to and including 1992 – although the legibility of them deteriorated markedly in the final months. As might be expected, the large majority of cards are for New Zealanders or persons who served in the New Zealand Forces, but there are also substantial numbers of persons who died in New Zealand but who had been born in “allied” countries and/or who had served in “allied” armed forces (including Resistance Fighters). There are also a very small number of persons who might once have been regarded as “enemy” armed forces, but who subsequently came to New Zealand and died here. The index card collection is very large, and inevitably there are some cards included that do not rightfully belong but have been left there, one suspects, for good measure – e.g declined claims for markers, and persons killed in action. Generally speaking, the cards are sorted into very good order, but are not in absolutely perfect order.

By my calculations, there are approximately 1300 cards in each index box, and as there are precisely 176 boxes, that makes for a grand index total of some 230,000 cards. About one in twenty cards are re-used old cards, presumably as a post-war economy, and have details of totally unrelated persons on the reverse – which is of no use whatsoever to know, as they are in no discernible order, but I was interested to note that one was of a Crimean War Veteran [It would make an interesting Project for a person or group of persons to separately index these some time, as they would include a wealth of unique information]. The information given on each card varies, and while being sparse for some of the earlier cards, can be quite detailed for more recent year's cards (“war 20” – Non War Grave), and usually includes the following information:

FRONT:- Service Number, File Number [I learned very recently that this is of no relevance, as the “Files” themselves no longer exist], Surname, Christian Names, Died at (place) on (date), NZEF Number, War Rank, Age (at death), Unit, Decorations, Next of Kin and

**Relationship, Burial Details: Buried/Cremated at (place), Cemetery and Type + Plot Number.**

**BACK:- Metal Marker Number, ordered on (date), Headstone/Plaque Number, ordered on (date), Official Receipt Number & date, Refund (amount) Schedule Number & date, Reason for Refund, Action Completed (date), Further Action on (date).**

The ArchNZ references are, Agency: AAAC, Accession: W3065, and the 176 numbered Boxes run from Aamodt to Zychewicz. The Information Counter will look up the Box Number for the name of interest to you, but I am given to understand that you may only access the specific card(s) of interest, rather than the whole Box. This, in my view, is a great pity, as I always find it unsatisfactory trying to carry out a research task via a Third Party. Where there are several possible spellings and sequences of names (e.g. Geoffrey Stewart McLellan), coupled with the additional risk of mis-filing, you are always left with the feeling that what you wanted really was there all the time, when the staff member comes back and tells you that they couldn't find it for you. In general, I feel that the researcher is going to be the more persistent and strongly motivated, regardless of how well intentioned and experienced a staff member may be. However, their system is what it is, and we have to make the best of it.

The greatest use of the card system is in enabling one to pinpoint the exact date of death (but no later than 1992) and service details of an ex-service(wo)man, and thereby leading on to very many other sources of information. The index would also be of assistance to One-Namers wishing to build up their database.  
Derek Griffis

#### Cyndi's List Website

<http://www.cyndislist.com> Cyndi Howells, the woman behind the popular genealogy portal site Cyndi's List has made some user-friendly updates to her index pages:

- The main index page loads a lot faster than it used to because Cyndi cut the file size by nearly half.
- It's easier to find the category you want in the streamlined indexes.
- Topic headings arranged in two columns and a wider page format means less scrolling for you.
- A box on the home page lets you run a Google search of all Cyndi's List pages or of the Internet

**WANTED: Sales Officer.** We need someone to fill this important portfolio to set up and run a sales desk of genealogy items at our Branch meetings and other functions. This position may be carried out by a co-opted Committee member, who will also have to be an NZSG member, or, as one of our members as an Appointed Officer Off-Committee. Please contact the Secretary.  
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#### BRANCH VIDEO COLLECTION:

The Branch has a (very) small collection of videos, which may be borrowed by Branch members, free of charge. These are to be found upstairs at Paraparaumu Library, in the right hand steel cabinet. Access is by the usual process of presenting your KDCD Library Card + current Kapiti Genealogy Membership Card to the Information Desk at the Main Entrance, and to then be issued with the cabinet keys. Once the video(s) has been selected, enter details (date, your name, video title) into the yellow Log Book. Repeat the process on return of the video(s) after a borrowing time of, say, two weeks. Two of the videos are historic and of limited value, but recommended are three by the late Janet REAKES:

- (1) Vol 1: "How to Trace your Family Tree" – Australia and New Zealand for beginners.
- (2) Vol 2: "England & Wales".
- (3) Vol 3: "How to Trace your Family Tree using Other Resources - including Newspapers + Mormon IGI + Wills + Monumental Inscriptions + early Australian Convict Records + much more.

[Each video is of about 3 hours duration. They are worn, and some addresses quoted, plus all fees quoted, are out of date. However, taking all that into consideration, they still contain a wealth of information. For those relatively new to genealogy, Vol 1 would help build up knowledge of the basics]

#### COMMITTEE 2005/2006

Convener:- Clive Palmer [c-palmer@@xtra.co.nz](mailto:mpalmer@@xtra.co.nz) Phone 293-7631  
Secretary / Branch Research Officer:- Derek Griffis [griffisnz@@ihug.co.nz](mailto:griffisnz@@ihug.co.nz) Phone 293-1092  
Treasurer & Membership:- Rex Roberts Phone 9056570  
[rxroberts@@paradise.net.nz](mailto:rxroberts@@paradise.net.nz)  
Editor & Webmaster:- Barry Thomson [thobar@@paradise.net.nz](mailto:thobar@@paradise.net.nz)  
Programmes / Activities:- Judy Olsen:- [lindsay@@electracontracting.co.nz](mailto:lindsay@@electracontracting.co.nz)  
Computer SIG:- Sue Greene [sueg-97@@xtra.co.nz](mailto:sueg-97@@xtra.co.nz) Phone: (06)364-8196  
Publicity and Marketing:- Trish Mackay [mackay.nth@@xtra.co.nz](mailto:mackay.nth@@xtra.co.nz)  
Librarian:- Alison Procter [aprocter@@paradise.net.nz](mailto:aprocter@@paradise.net.nz)

Hostess & Round Robins: Meryl Opie [opiemb@@xtra.co.nz](mailto:opiemb@@xtra.co.nz)  
APPOINTED OFF COMMITTEE  
Help Desk:- Valerie Freeman Phone: 298-7396  
Library & Research Support:- Ray & Valerie Davison [v.r.davison@@paradise.net.nz](mailto:v.r.davison@@paradise.net.nz)  
Meeting Registrar: Dave Muirhead:- [jenda@@paradise.net.nz](mailto:jenda@@paradise.net.nz)  
Computer Support:- Brian Mountjoy [briankm@@paradise.net.nz](mailto:briankm@@paradise.net.nz) Phone: 9022432  
Programme Support:- Bill & Kay Carter [kaybill@@xtra.co.nz](mailto:kaybill@@xtra.co.nz)

