



## Kapiti Branch

**October 2005**

**Convener's Comment:-**

The Kapiti Branch is one of the larger in the NZSG portfolio. Our 2004-2005 membership of 183 puts us in the top ten of the numbers game. What is the role of Branches in the NZSG hierarchy? Ambassadors of change, promoters of innovative new ways of 21st Century genealogy, healthy debaters on affairs of state (NZSG that is), strong advocates of Constitutional reform? We should be. But can we, even if we want to?

There are major structural weaknesses in the way in which Branches can operate effectively and inclusively, under the present Constitution of our parent body. Yet Branches, through what is probably regarded now as a historical accident, are a mixture of NZSG members and non-members of the Society. Kapiti is 107 NZSG and 78 non! But only NZSG members can be on the Committee, vote at general meetings, and constitutionally 'count'. Committees nationally are short of takers because a large percentage of branch members are ineligible for office. In spite of this, Branches are a very effective way of bringing family history research to the wider community - and Kapiti is prime example. I think we are not doing too badly!!

Your Committee is unanimous that its first loyalty is to all members of the Branch. While it is supportive of the aims and objectives of the Society and encourages membership, our primary role is to assist members in whatever way we can, irrespective of their allegiance, experience or other circumstances. Those who have chosen to be members of NZSG or any other group, do so of their own volition, taking into account their personal needs and financial circumstances. Our role is a collective regional group, which adds value to this mix of interest and circumstances, so that each complements the other, without prejudice or favoritism.

We have submitted some suggestions to the national body exploring the notion of Genealogy Groups with a wide membership and role, but being affiliated to the NZSG, rather than the present restrictive branch arrangement. This is analogous to the process currently in vogue in Australia and UK. I am pleased to report that our submission has been welcomed positively. Those of you who are NZSG members will have found the updated draft Constitution in your latest "NZ Genealogist". While the aim of the constitutional review to eliminate some major discrepancies with respect to tax and Incorporated Society legislation has been attended to, the draft is full of conflicts and among others, the subservient role of Branches and the

rules which govern them, unchanged. Very unfinished business and we intend to keep up the dialogue.

See you at the AGM I hope. What better chance to discuss the state of affairs above? We've also arranged for a short presentation on two popular software programmes - Legacy and Family Tree Maker.

## **Clive Palmer**

### **COMPSIG,-Computer SIG**

Archives New Zealand. <http://www.archives.govt.nz/>

### **ABOUT ARCHWAY**

Archway's is Archives New Zealand's system for documenting government records in the context of their creation and use. Archway contains descriptions of over 1.5 million records that have been transferred from government agencies to our four offices in Auckland, Christchurch, Dunedin and Wellington. This will increase over time as additional records are added to the system.

There is also a wealth of information in Archway about the government of New Zealand from 1840 to the current day. Detailed histories of government departments, the functions they performed and the types of records they created provide an essential background for locating records, and understanding their content and purpose.

Please note that Archway contains descriptive information only; it does not yet provide on-line access to the text of the records themselves.

Archway replaces our earlier finding aid systems, including ELMS, and most of the information from these systems has been transferred to Archway. The quality and completeness of this information does vary, and work is underway to bring it up to a consistent standard.

Future developments planned for Archway include:

- " On-line ordering.
- " On-line access to digital images
- " Access to electronic records
- " Information about government archives held in other institutions
- " Information about records still held by government agencies

NB. Archives New Zealand is primarily responsible for the records of central government and ministers of the Crown. See **USEFUL LINKS** for a list of the major institutions in New Zealand that hold private and local government archives and manuscripts.

Though you can search by surname not everything is indexed. For example a note found in Source: National Archives. Series NZC, File 105/2

J Wicksteed, Resident Agent, New Plymouth to Col. Wm. Wakefield, Prime Agent, New Zealand Company, Wellington.

New Plymouth, March 31st 1843. Despatch No. 5 (p55), Monthly Report.

List of Labourers who have received Town sections 3rd April 1847

T Shute Section 1207. No choice named.

New Plymouth, August 1 1843. Despatch No. 22, Monthly Report for July.

Ann Shute is married to a man who received the labourers' section of Townland with the others. I do not think it right merely because his wife was a widow and her brother has been prosperous in the Company's service to let her also have a Town section & am the less disposed to do so. That Shute & his wife are lazy, insolent, spendthrift & the man's suspected on good grounds of being the perpetrator of the only serious robbery that has occurred in the place. He is the author of this memorial & the prime mover of mischief among the bad portion of the Settlers.

This small note was found amongst many other items in NZC file 105/2.

NZC is the series 105 the whole box, 2 is the item number in that box.

However the small section about Ann & Thomas Shute is not on the index. This was a small item written by J. Wicksteed the resident Agent for New Plymouth. It is J. Wicksteed's letters and accounts for New Plymouth that is on the index.

We discovered this bit written by J. Wicksteed by ordering the whole box and going through everything.

Don't trust the online index. Order the whole box and be prepared to go through a lot of paper work.

You may find nothing but imagine finding a gem like the above.

Sue Green

### **Notices:-**

#### **Notice of 22nd Annual General Meeting**

Notice is hereby given that the 22nd Annual General Meeting of the Kapiti Branch of The New Zealand Society of Genealogists Inc will be held at the Kapiti Community Centre, Pak'n Save Room, 15 Ngahina Street, Paraparaumu, on Tuesday 25th October 2005, commencing at 7.45 pm. You will receive by Email over the next few days the Convenor's Report and the Financial Report, do not forget to bring them with you to the AGM

Derek Griffis (Secretary, Kapiti Branch)

#### **Annual Subscriptions 2005/2006 year**

At the Kapiti Branch Committee meeting last the committee spent time discussing the financial year which commences on 1st October 2005. One of the matters discussed was Subscriptions and it was decided that for the financial year 2005/6, they remain unchanged and that Members be encouraged to renew their subscriptions now, which will assist considerably in spreading the membership administration work-load.

Membership Subscriptions will therefore remain at \$16.00 single and \$27.00 for a double and members are encouraged to renew their respective subscriptions now to our Treasurer, at 117 Weggery Drive, Waikanae, 6010 please make your Cheques payable to 'Kapiti Genealogy'

**New Members.** Welcome to new member Rita Davis who has joined us since the last Newsletter

**Supper Helpers:** As announced recently, now that we have kitchen facilities at our Meeting Venue we are returning to the past practice of calling for volunteers (by initials of surname) to assist with supper duties, particularly the serving and the tidying up afterwards. , August: surnames K to O

### **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, of every second month in the Paraparaumu Public Library ( meeting room) -Feb, Apr, Jun, Aug, Oct and Dec

Note:- The 2005 Programme of Activities is on our website [Click here](#)

### **Kapiti Legacy Users SIG:**

The next meeting will be on Saturday 29th October 2005, at the Masonic Hall in Tararua Street Paraparaumu. Doors open @ @ 1.00pm with a 2.00pm start. Subject is "Recording Resources". The entry charge is \$3.00 (For hall hire, tea and coffee). For further details: contact Gerald Twiss: [gero@@ihug.co.nz](mailto:gero@@ihug.co.nz) or [kapitlegacy@@hotmail.com](mailto:kapitlegacy@@hotmail.com)

### **Feilding Branch NZSG**

Road Show will be on Saturday 29th October, from 9am to approx 5pm, and will be held in the St John's Anglican Church Hall, Camden Street, Feilding. Topics will be:

" Shipping

" Photo Restoration

" Computer Short Cuts

" Legacy 5 Deluxe

" Internet Computing

" Using a Non-Genealogical Programme for your Family Tree

Bring your lunch; tea & coffee available, as well as morning & afternoon tea. Cost \$5.00

Reports:-

### **Library Report:-**

A concern arose this month in that a member took out a couple of our books, somehow bypassing the system of noting them at the issuing desk. I would like to remind everyone that our genealogy books must be listed, with a date of return noted there, so when they come back they are then crossed off. The Library staff have been alerted on this matter.

Several events have taken place in the past month. The Paraparaumu Public Library has passed on a number of books they thought might better be added to our collection, some on Quakers in New Zealand, others on various local sporting clubs and arts associations, with further material on Karori.

These were donated anonymously to them, so we cannot thank the givers properly

Our Convener and I had a discussion with the District Librarian, who says work will begin on putting our collection onto their database. We are to check in another month to see how this is going. We also discussed how it will fit into the Public Library system and this needs further consideration

**Alison Procter**

### **REGISTER OF IMMIGRANTS OF SCOTTISH BIRTH**

NZSG Members may have noticed in the July issue of "The New Zealand Genealogist", pages \*265 and 285, the items concerning the release of an updated set of fiche on the "Register of Immigrants of Scottish Birth" who arrived in NZ before 1st January 1921. This Register is maintained by the Scottish Interest Group of NZSG, and consists of a collection of highly detailed Forms submitted to them over a number of years

There are two separate Volumes, together with combined Indexes, and in all there is a total, of 155 fiche covering over 7000 immigrants. Kapiti Branch has just purchased a set of these fiche to add to its Branch Resources, and they are to be found at the very front of the NZ Miscellaneous box of fiche (that is the box marked with a green encircled "10") located towards the top-right hand corner of our locked steel cabinets at Paraparaumu Library. At the very front of this set of fiche is one Explanation fiche, which is immediately followed by four separate pairs of index fiche, by: Surname, County of Birth, Year of Birth, and Year of Arrival. Please keep each piece of fiche in its protective transparent envelope, and please be very careful when handling large handfuls of fiche at the same time as they are extremely slippery.

The Scottish Interest Group is to be commended on such a fine project, which is continuing, and they have now advanced the arrival year from 1921 to 1931. Those descended from Scottish immigrants arriving in this country (or perhaps, in some cases, the immigrants themselves) are encouraged to complete and submit their own Forms to join the ever-growing collection already held by the Interest Group. These Forms may be obtained directly from the Group (see the item on page \*265 for details), although for the convenience of members a small quantity is currently on hand locally and may be obtained at our Monthly Meetings - "whilst stocks last", as the saying goes. These Forms are A4 size, and it is important to understand that they must not be folded, either to take home with you after the Meeting, or later when posting to the Interest Group. They must also not be copied. The reasons for these requirements, is that the Forms themselves are filmed straight on to the microfiche, so there must be no risk of loss of details due to

creasing or to second-generation copying.

Derek Griffis Secretary

Dunedin Cemeteries and or Cremations:- a new resource allows you to search all of greater Dunedin area with one search engine. [www.cityofdunedin.com/cemetery](http://www.cityofdunedin.com/cemetery)

### **Which File Format for Photography?**

When it comes to saving images there is a prolific variety of file formats. Which one to choose? Out of the box, Photoshop gives some 15 choices. Various plug-ins can increase this by another half a dozen. Most of these file formats are archaic or niche formats and it is comforting to know that you can retrieve images written by any obscure or ancient piece of software.

However, there are a handful of useful formats for storing images, each one with its own strength and it pays to get to know them.

#### **PSD (Photoshop Document)**

Every image editing program has its own 'native' format and this happens to be PSD for Photoshop and Photoshop Elements. It used to be the only file format that could handle layers, alpha channels, paths etc. This is not the case any more, but many people grew into the habit of storing their layered files in PSD and the flattened versions as TIFFs. I still see this as a good habit, even if it is just for the sake of sound housekeeping.

PSD works with a lossless compression so that the file size should come out somewhat smaller than for (uncompressed) TIFFs. By default Photoshop saves a flattened composite of the image to "maximise file compatibility". This will double the file size of images with only adjustment layers and comes as a shock if you are used to the small file sizes in Photoshop 6 and earlier. You can turn the "maximise file compatibility" off with no harm done, if the files are going to be retrieved only in Photoshop or other Adobe applications, such as Illustrator and InDesign. But remember that most nonAdobe programmes cannot read layered files.

#### **TIFF (Tagged Image File Format)**

TIFF was developed in 1986 - a very long time considering the rapid coming and going of computer technology. Expect TIFF files to be around for some time to come, and this format is a pretty safe bet for long-term archiving.

Once upon a time TIFF was a very straightforward format, containing only the information on the actual pixels, the output size and resolution. This has changed and the latest Photoshop versions allow you to save TIFF files with pretty much anything you can throw at them - layers, vector data, clipping paths, spot colour, channels etc. But beware, just because you can save the data doesn't mean that other programmes can read it!

Saving TIFF files has come up with more and more choices overtime and the latest Photoshop CS2 presents the following interface:

Both the LZW and the ZIP compressions are lossless. Flattened images will also give you the option for a (lossy) JPEG compression. I can't see why one would want to save images as lossy TIFFs and not directly as JPEG files!

LZW compression has been around for a long time and only very antiquated programmes won't be able to read these files. You will save around 40-60% in storage space, but be careful - images with lots of fine details don't compress well and the file size can actually exceed the uncompressed version!

ZIP as the more sophisticated algorithm is more efficient than LZW, but again, few applications will be able to read these files.

To compress or not to compress - this is the question. If you measure your hard drive space in TeraBytes, then I wouldn't bother about compression. Also remember that compression and decompression take time, which can affect your work flow. Photoshop will always compress the layers in TIFF files. ZIP compression is more effective, and since Photoshop is the only thing which can understand these layers anyway, ZIP will be the better choice.

The other options in the interface box are not critical. 'Save Image Pyramid' basically saves the contents of the image cache, which retains different resolutions and might be relevant in the distant future when web browsers will be able to handle TIFFs.

### **JPEG (Joint Photographic Experts Group)**

Everybody is familiar with the JPEG format. In fact, the vast majority of digital camera shots are taken in this mode, and JPEGs are ubiquitous on the Internet because this is the only way to display full colour images on the web.

JPEG works with lossy compression, which means that information gets thrown out. Typically a compression of 10:1 to 20:1 can be achieved with no visible loss. It is important not to save files repeatedly as JPEGs - each time you save, the image degrades further. Camera files taken in JPEG can be saved and archived in that form, but after any editing step they should be resaved as PSD or TIFF. JPEG should be avoided for prepress work, but there are times when sending a CD is not an option because of time constraints. In these cases emailing a JPEG file is fine, just make sure that the quality is set to at least level 9. JPEG compression also works on CMYK files, but CMYK profiles are notoriously large and can add 700K to 2.5MB to the file size!

When saving as JPEG, keep an eye on the preview at 100%, or even 200% while determining the optimum quality setting. Hard edges, high contrast and angular areas are most susceptible to JPEG artefacts.

**By Hans Weichselbaum**