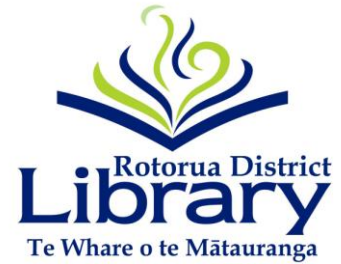


Tony Baker
Rotary Club of Rotorua
PO Box 59
Rotorua 3040
New Zealand



16 January 2015

Re: Rotary Club of Rotorua – Donation to Rotorua District Library Archive

Dear Tony,

On behalf of the Rotorua District Library, I would like to thank you for your recent donation to the Library Archives Collection.

I would like to update you on progress regarding the Archives of the Rotary Club of Rotorua that have been deposited at Rotorua District Library.

Firstly, I would like to acknowledge the work that you, Marlene, Garth and John have done. It has been an absolute pleasure meeting you, working with you and being able to learn more about the records from you as part of this project.

The donated archives have been further sorted and boxed and can be accessed by Rotary Club members and members of the public on the 2nd Floor of the Library at any time by talking with staff. I have attached the list of items in the archive for your records.

Looking ahead, the Rotary Club of Rotorua may wish to add to the archive. The items that I think it would be worthwhile and feasible adding to the collection are:

- The General (Director's Meeting) Minutes.
- Bulletins.
- Annual Financial Reports (1 set per year).
- Rotary Directories.
- Annual Dinner Programmes.
- Photographs of Club events, members and activities.
- Documents of particular importance.

We do not think it necessary to collect the Minutes of different committees. I feel that the collection that has been selected so far gives a good general historical overview as well as snapshots of more in depth material.

Library Hours

Mon, Tues, Wed & Fri: 9.30am –6.00pm
Thursday 9.30am-8.00pm
Sat: 9.30am-4.00pm

1127 Haupapa Street
Private Bag3029
Rotorua 3201, NZ
Fax 07 348 9686
Phone 07 348 4177
Email: Library@rdc.govt.nz



Drop off & Pick Up from **LIBRUS**, the Mobile Library. Call us to find out your closest **LIBRUS STOP** or check out the timetable on the internet at www.rotorualibrary.govt.nz

The Rotorua Club of Rotorua Archive collection currently takes up one bay of shelving. We will not be able to collect many more hard-copy items. When possible, digital copies would be preferred to hard-copies, again due to space. Where digital Club records exist, these could also be added to the archive either on CD-ROM or USB storage devices.

As part of our Digitisation Pilot Project, some of the items from the Rotary Club of Rotorua Archive have been sent to be digitised. I have attached a list of the items sent. We hope that this project will in turn be a guide for future larger projects of digitisation of heritage material of interest to the Rotorua community.

Thank you again for your work on this project. The Rotorua District Library is grateful for the support of the wider community in assisting us to develop a collection of heritage material of interest for our community now and in the future. We are very pleased with the outcome and hope that you have enjoyed creating this collection with us.

Yours sincerely,

Sandra Quinn
Heritage Collections Librarian