

**NATIONAL CENTRE FOR AUSTRALIAN CHILDREN'S LITERATURE
VOLUNTEERS' CONTRIBUTION
1 JULY 2021 – 30 JUNE 2022**

Volunteer	Activity	Hours
Belle Alderman	Correspond/hold virtual meetings with publishers, publicists, creators & organisations; acknowledge donations by publishers, organisations, authors, illustrators and others; network with Australian Children's Laureate Foundation, Books Illustrated, Story Box Library, Indigenous Literacy Foundation, Australian Children's Television Foundation, Museum of Australian Democracy and the CBCA; create copy for NCACL promotional ventures; write annual report and Director's Board reports; enhance NCACL'S Cultural Diversity and Aboriginal and or Torres Strait Islander databases including research, creating material, moderating resources; team work to produce & launch the Australian Verse Novels resource, research teaching materials, develop marketing and communication plans for databases; negotiate acquisition of artworks and authors' papers & manuscripts; create project proposals for NCACL Board, plan programs and supervise interns from Charles Sturt University; work with Belconnen Arts Centre to create <i>The Worst Band in the Universe</i> exhibition; plan and execute work integrated learning programs for UC students to create the <i>Dog Tales</i> exhibition plus architecture students to design travelling exhibitions for NCACL; prepare loans of NCACL artworks for interstate exhibitions; determine and record extent of NCACL's assets for triannual valuation of assets; host visits by authors, illustrators and others; supervise volunteers; negotiate donations of specialist collections; manage Cultural Gifts Program; create material for Twitter & Facebook; strategic planning; project work with UC staff; assist external researchers; create items for e-newsletters, blogs, journals; presentation to national CBCA conference; host NCACL opening for CBCA ACT & ALIA; virtual presentations for Australian and International School Library Associations & Booklinks; create a campaign to acquire funds for Picture Books for Older Readers project; prepare NCACL Annual Report; prepare ACNC annual submission and promote NCACL's future vision; Write references and letters of support for awards and honours	1645

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Margaret Bromley	Research and annotate books for the Aboriginal and Torres Strait Islander database project, research and write introductory chapter for Aboriginal and or Torres Strait Islander database project, collating titles for NAIDOC Week celebrations	400
Angela Brown	Identify titles from Lifeline for NCAACL collection	200
Max Brown	Artwork projects (Liz Anelli, Bob Graham, Alison Lester, Cheryl Westenberg, Freya Blackwood, Graeme Base, Nina Rycroft & Tania McCartney), create labels for hanging art works, hanging additional art works, preparation for exhibitions at the Belconnen Arts Centre & NSW State Library, labelling & boxing up of completed art work donations, maintain CBCA poster collection and NCAACL framed art works, purchase item from community grant, receipt & banking of moneys, payment of accounts, maintain financial records, preparation of EOFY statements & other financial statements as required	248
Jane Carstens	Production of the journal <i>Behind the Imagined</i>	5
Pat Dickson	Accession, file, photocopy, shelve, check new books, prepare clippings for filing, update data spreadsheets, create lists for thank you letters, prepare & move books to basement, process Lifeline donations, proof read, copy catalogue, update research files, event promotion, annual report work, monitor sales trolley, create/update bibliographies, create Graeme Base finding aid, compile lists of holdings by publishers, , purchase items from community grant	525.75
Heike Elvers	Accession books	69.5
Lynn Fletcher	NCAACL Board Secretary, Website Manager, Newsletter Editor. Online and email support for NCAACL subscribers. Member NCAACL Rules update team. Member NCAACL Membership Team. Panel member for the Committee for the Order of Australia (Student Awards). Member NCAACL Blog group. Member PBOR group.	495.25
Belinda Gamlen	Isobelle Carmody papers, research assistance, ATSI database project, displays, tours, talks, cataloguing assistance	129.75
Rose Howes	ALMA catalogue, solve problem entries in catalogue & amend records, identify duplicates cancel and delete from holdings, process donations, shelve, receive & check mail, accession, process transfers from UC library, sales documentation & banking, check & catalogue rare books, prepare & move books to	866

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	basement, re-space books on shelves, process Lifeline purchases, donations from general public & publishers, train new volunteers, tour guide, ALMA training, assist with events and special exhibitions, research file tasks, repair fragile books, assist with any other tasks as required, purchase items from community grant	
Julie Long	Attend publicity & promotion meetings & events, donate books, attend Board meetings, prepare packs for CBCA Conference, facilitate & accompany an author's visit to the Centre	25
Ruth Nitschke	ATSI language revision, create bibliographies/lists, create Verse Novels resource (Sway), create Picture Books for Older Readers database, rewritten Wikipedia entries, create displays, moving, presentations, check & process rare books, moderating database entries, assisting students, packing flyers, shelving, consultations/meetings	868.5
Vicky Russell	Artwork projects – Cheryl Westenberg and Bob Graham	11
Rowan Simpkin	Shelve, file, tidy research files, teacher professional development, curriculum entries in the Aboriginal and or Torres Strait Islander database project, curriculum entries in the Culturally Diverse Database, liaise with Belconnen Arts Centre about Graeme Base exhibition, support Charles Sturt interns	147.25
Sharon Van Baalen	Artwork projects – Alison Lester and Bob Graham	14.25
NCACL Board	8 attended the 1 hour meeting on 15 July 2021 8 attended the 1 hour meeting on 29 Sept 2021 9 attended the 1 hour meeting on 18 Oct 2021 8 attended the 1.5 hour meeting on 8 Nov 2021 8 attended the 1.5 hour meeting on 7 Feb 2022 6 attended the 0.25 hour meeting on 4 April 2022 8 attended the 1.5 hour meeting on 16 May 2022	62.5
Total		5712.75

Note: 24 volunteers donated 5712.75 hours, equivalent of 816 days or 3.2 full-time staff.