



Society of Editors
(Victoria) Inc.

Newsletter

Volume 35 – Number 1

July 2005

Next meeting

Crime fiction in Australia

Kerry Greenwood

Wednesday, 3 August 2005

The English Speaking Union

146 Toorak Road West (between Walsh and Marne Streets),
South Yarra (Melway Map 2L 5D or Map 21 4E)

6.30 p.m. for 7 p.m. start

Dine on an exciting new variety of finger foods (including vegetarian) brought to you by A.S.A.T catering and served in the cosy atmosphere of the lounge.

Tea and coffee provided. Drinks at bar prices.

\$20.00 members, \$25.00 non-members.

Kerry Greenwood has written 19 novels and has worked as a folk singer, a factory hand, a director, a producer, a translator, a costume-maker, and a cook. Kerry has also qualified as a solicitor and works part time as an advocate in the Magistrates' courts for Victoria Legal Aid.

A most successful writer of crime fiction, Kerry Greenwood sets her novels in 1920s Melbourne and brings the era to life through her private investigator, the Hon. Miss Phryne Fisher and her friends.

PLEASE NOTE BOOKING DETAILS

- Book with Amanda Coverdale – email preferred – at <amandacoverdale@optusnet.com.au> or telephone (03) 8802 4482.
- Book STRICTLY before 5 p.m. on Friday, 29 July. Bookings received after this deadline will not be accepted.
- State if you are a member, student, ASTC member, AusSI member or non-member. Give an email address or telephone number.
- If you need to cancel, please email or telephone Amanda as soon as possible so we don't waste money catering for people who don't turn up.
- If you cancel after 7 p.m. on the day before the meeting, the Treasurer will contact you shortly after and ask you to pay as if you had attended.
- People who arrive on the night without a prior booking will be unable to attend.

Note: There is plenty of parking across the road next to the park.



Society members enjoyed the company and the dinner at the AGM held at the South Yarra premises of the English Speaking Union on Wednesday 13 July. Our thanks go to all those at the English Speaking Union who helped make our evening such a good one.

Coming up

Join us at the next meeting on **7 September 2005**

for the CASE Issues Paper workshop. Your input into these discussions is very important so please come along and have your say. Please visit the Society's website for regular updates and details of our 2005 program.

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Published by

The Society of Editors (Victoria) Inc.
A0023664H
PO Box 176, Carlton South, VIC 3053
Telephone 03 9513 6608
<http://www.socedvic.org/>



News, comments, letters and other material for publication, review or mention in the *Newsletter* should be addressed to the *Newsletter* Editor.

Disclaimer: The views expressed by individuals in this *Newsletter* are their own and do not necessarily represent the views of the Society of Editors (Victoria)

Editing in Context

National Editors Conference

13–15 October 2005

Eden on the Park, Melbourne, Victoria

Presented by the Council of Australian Societies of Editors (CASE) Hosted by the Society of Editors (Vic.) Inc.

Registration is now open for the National Editors Conference, to be held in Melbourne from 13–15 October 2005. The conference is shaping up to be an exciting and stimulating experience, not only for editors but for anyone involved in publishing.

The current state of the publishing industry in Australia will be discussed by the keynote speakers: Janet Mackenzie, Jackie Yowell and Michael Webster. Other sessions will include education, training and mentoring; editing in the online world; accreditation for editors; editing within non-mainstream publishing; and editing children's books.

Entertainer and author, Jane Clifton, will be the guest speaker at the conference dinner, to be held at the Melbourne Aquarium. Other activities include health and wellbeing sessions and field trips to sites around Melbourne.

Register now to take advantage of the early bird rate. A draft program and registration details are available on the conference website at <www.socedvic.org/editingincontext> or email <editingincontext@optushome.com.au> for more information.

Annual General Meeting a great night

The Society's office-bearers performed a smooth changeover at the AGM held at the quaint South Yarra premises of the English Speaking Union on Wednesday 13 July. Brett Lockwood, who has been President of the society for two years is now Immediate Past President. And after more than two years as Newsletter Editor, Liz Steele has been elected President. Outgoing committee members summarised the year's activities, thanked contributors for their support and welcomed the new team. The networking buzz around the dinner tables was loud: the year ahead promises a lot of hard work and an equal amount of fun along the way.

The following amendment was also passed at the AGM:

'This constitution, as last amended, shall be published on the Society's website and available for download, and shall also be published each year in the Society's *Newsletter*.'

Outgoing committee members are: **Kerry Biram**, (an outstanding contributor over many years), **Amanda Coverdale** (although luckily for us she has offered to take bookings for the August meeting until we find a new assistant for Lydia); and Treasurer, **Carole Pearce** – many thanks to you all for your fine service.

New committee members are:

Kirstie Innes-Will, Ian Willson and Helen Bethune Moore.

NB: Full contact and portfolio details are on the back page.

IPE notes

News from the Institute of Professional Editors (formerly CASE), July 2005

Forming a national organisation

The task of forming a national body to serve the needs of eight independent societies of editors raises many questions, both legal and practical. For instance, should it be an incorporated body, and which state has the most suitable requirements for incorporation? What sort of activities is the new body likely to engage in? The National Organisation Working Group, convened by Haya Hussein of Victoria, will soon be circulating an Issues Paper that examines these topics. The societies are asked to hold workshops in August or September to consider the Issues Paper, and with any luck the feedback will be compiled in time for discussion at the Melbourne conference in October.

2007 conference

As the Victorian committee moves into the final stage of planning for the Melbourne conference, the Tasmanian society is already hard at work on the next interstate extravaganza. Their conference committee, which has been meeting since last November, has set the dates for 2007. Fill in your Coming Events calendar with these: the main conference is in Hobart on Thursday 10 and Friday 11 May, with forums and workshops on the Saturday.

How is the Standards review going?

The Standards Revision Working Group was set up to review the use of *Australian Standards for Editing Practice* (2001) by editors, employers and the education sector. The review has been

suspended for the moment pending a fuller understanding of the requirements of the accreditation scheme, which will test applicants against the Standards in order to grant accreditation. This use of the Standards has various ramifications, and the revision will go ahead when the requirements are clearer.

National effort

At present the Institute is making a huge national effort, with volunteers committed to eight committees and working groups: the Institute itself; the Accreditation Board; the initial panel of assessors; the National Organisation Working Group; the Promotions Working Group; the Standards Revision Working Group; and state conference committees for 2005 (Victoria) and 2007 (Tasmania).

Despite all the contributions, we are conscious of neglecting important areas. We could use a fairy godmother with a bottomless bucket of money and a truckload of workers. The training of editors needs attention – the Institute would like to coordinate and improve the training offered by the societies, and to work with education providers to ensure that the courses they offer match the needs of industry. A program to mentor junior and novice editors is also on the wish list. Perhaps the surge of enthusiasm that is being generated by the Melbourne conference will provide the volunteers, if not the money, to make a start in these areas.

Janet Mackenzie, Liaison Officer <www.case-editors.org>



Enjoying the company and fine food at the AGM were from left: Amanda Coverdale, Vern Field, Katya Johanson, Liz Steele, Catherine Hunt and Fleur Goding.

President's report

Brett Lockwood

It has been my experience at the Society's Annual General Meeting that when it comes to the business of Committee reports, the President speaks first and other committee members follow. Tonight, I have deviated from this, and placed myself last. This final exercise of my Presidential authority is a small but concrete way of indicating my feeling that, in the larger scheme of things, the general committee members are individually more important, in respect of their portfolios, than is the President.

Presidential styles differ, and any alert and responsible, and adequately bright President, works within the parameters set by our constitution, and according to the conventions of the Society, and in awareness of the individual sensibilities of her or his committee members. There is always room for personal style, and my own style has been, as much as possible, given the occasional tensions and disagreements experienced within a committee, to be consultative, and to follow individual committee member's suggestions, and subsequently the collective sentiment, rather than to lead from the front.

One indicator of my style is that I have not written regular newsletter columns as President. I apologise for this. In part, I have not done so because I am shy in certain ways and I am not by nature a promoter, but a more significant reason is my strong belief that if the committee works well, then the Society works well, and that a President need not always be regularly visible for a healthy Society to exist and to be evidenced. I think that the membership turnout tonight indicates a healthy Society.

Before becoming President I was for seven years the Society's Training Officer, and after I complete the upcoming year in the position of Immediate Past President I will exit the Committee with the conviction that a decade is enough. Immediate Past President is a position which is expected to have mentoring characteristics, but in my observation is unfailingly a sunlit corner where languor and even outright laziness is not only condoned but expected. I have always felt that this position constitutes, as much as anything can in

a small and modestly capitalised voluntary association, the post-President payoff year.

I have more comments about my own approach to committee work in general. My social observations have led me to believe that high achievers will always exist, and will always tend to fill any appropriate opening that presents, as well as creating a lot of openings that aren't needed at all. This is why I see no reason to vote right-wing. High achievers don't need institutional support, because in our type of culture they will tend always to succeed through their own drivenness. But a committee such as ours, although obviously benefiting from the efforts of high achievers, equally requires other types of people if it is to be successful, and to work organically, and to work in a manner that generates a measure of satisfaction for itself. Our committee requires persons who are not high achievers; in other words, persons who are willing to do the jobs that come along without needing the spotlight to get a feeling of achievement, and who will take on the small and often unilluminated jobs as well as the larger and more visible ones, and who value teamwork, and who contribute just for the sake of contributing. Whilst President, I have learnt that it is these people who are those most likely to be mindful of the fact that they hold the trust of the membership, and that they act on behalf of the membership, and that committee politics, though sometimes unavoidable, are hardly ever beneficial to the Society, that is, to you, the members.

In my nine committee years to date, these more modest people have always been willing to join the committee. It is these people I would like to thank most. There are quite a few of them sitting here tonight. Their generosity, their kindness, their fundamentally democratic attitude, and their readiness to forgive a President's mistakes, is what this Society will always benefit from. From my own personal standpoint, these colleagues have helped make me a better person.

*Thank you.
Brett Lockwood*

CASE/IPE report

Katya Johanson

Victorian editors have invested extraordinary energy in the organisation of national events and groups over the past year. As well as the Institute itself, volunteers are at work in the Accreditation Board, the National Organisation Working Group, the 2005 Conference Committee, the Standards Review Working Group and the Promotions Working Group.

The Institute of Professional Editors

With input from the societies, CASE chose the name the Institute of Professional Editors for the national organisation that is expected to replace CASE. The national organisation needs to be formally registered in order to implement the accreditation process. The National Organisation Working Group has researched options for registration and drafted an issues paper that considers the structure the organisation might adopt. Members of the Victorian Society are invited to discuss these options at the September Society of Editors meeting. The results of this important workshop, along with similar workshops held by other societies, will inform the discussion that then takes place at the conference in October. Please come to the September workshop to have your say.

National conferences

Rosemary Noble has spoken about the October 'Editing in Context' conference. The Tasmanian Society is already planning the national conference to be held in Hobart on 10 and 11 May 2007.

Accreditation

After members voted in favour of the accreditation model CASE put forward last December, CASE created an Accreditation Board to

begin to implement the accreditation process. The first meeting of the Accreditation Board, which will have representatives from each state, took place in Sydney in May. Societies are currently in the process of nominating potential assessors. There will be a plenary session at the October conference where members may contribute their views in order to ensure that the process is transparent and the standard for accreditation is clear. In turn the Board will keep members informed and will encourage feedback through a regular feature called 'Cred Ability', which will be published in the newsletter.

Australian Standards for Editing Practice

The Standards Revision Working Group plans to survey the use of the Standards by editors and to assess the need for revision. This plan has been suspended at the moment while the Accreditation Board reviews the Standards to assess the role they might play in the process of accreditation.

Promotions

One of the key reasons for establishing a national organisation is to promote editors and their profession, and it is still a role the Promotions Working Group is keen to undertake. The Group currently lacks a convenor. If you are or know of a member who has public relations experience and would like to have significant input into the image of the editing profession in Australia please let me know.

Policy on editing theses

In collaboration with Australian Deans and Directors of Graduate Studies, CASE developed a policy to guide the editing of theses. Following a member's request, CASE wrote to the Deans and Directors of Graduate Studies, pointing out that some academics are giving advice to their students that contradicts the policy, and asking them to publicise the policy better among their members.

Web Manager's report

Fleur Goding

This year marks an important milestone for the life of the Society's website. As you would all know, thanks to a mammoth voluntary effort on behalf of a very kind web developer, **Jorge Silveira**, we now have a state-of-the-art, fully interactive website for members. The site has been redesigned from scratch and offers new facilities to:

- keep up to date with the latest news items on the home page
- pay your membership renewal online
- apply for membership online
- check latest industry job advertisements
- join the discussion forum and meet other members online
- update your own membership and freelance register details, and
- contact a committee member via the online feedback form.

Further functionality will become available as we continue to develop the site, such as online booking facilities for meetings and training sessions. Of course, as always, your comments and suggestions for improving the site are welcome.

All the usual suspects are still on our website:

- the FLR and back copies of the newsletter are still available for download
- we have links to the CASE website and accreditation documents of interest, and
- the site will always provide the latest information on training sessions and dinner meetings.

It is encouraging to see that members have already registered for the online discussion forum, and that conversations have started in earnest. Thank you to all those members who have been participating in the forum. If you haven't engaged in a discussion online yet, I strongly urge you to do so. The more interaction we generate here, the more likely this forum will become a useful resource for all of us.

I must also thank members for their patience while I was overseas for a month recently. All your emails and queries should now be answered. If you have any trouble logging into your member account on the website, or problems getting into the discussion forum, please email me.

Lastly, I would like to remind everyone that we still need fresh photos for the website. Our gallery is currently filled with mostly generic images. We'd like to start replacing these with images of our members, our meetings, and perhaps our training sessions. If you'd like to contribute photos to the site, please email these to me in a compressed JPEG format.

Newsletter report

Liz Steele



I have just coordinated my last *Newsletter* for the Society and what a rewarding experience it has been over the last few years. Although there have been occasions when I have wondered 'Why am I doing this!', the benefits to my learning and experience have far outweighed the negatives. I would certainly recommend the experience to anyone wanting to develop their networks and extend their skills in juggling, diplomacy and jigsaw puzzles.

As you would have read in the June *Newsletter*, **Lan Wang** has also passed over the DTO role to **Ron Joosten**. I couldn't have wished for a better partner and I thank Lan again for her support, patience and editorial skills. Thanks also to **Anne Findlay** for her excellent proofreading assistance. I am sure new *Newsletter* editor **Haya Husseini** will do a fabulous job keeping us all very well informed.

The *Newsletter* aims to reflect the many and varied actions of your vibrant Society. Looking back through the editions of the past 12 months it is quite remarkable just how much information we have provided for members – whether it's about forthcoming training, CASE/IPE news and developments or details of what the next dinner meeting is about. It has reflected a most active committee of volunteers, working hard to inform you and create opportunities for you to meet socially and professionally. With very little frustration, I have been able to coordinate all the information that was needed to get out to the members and source other news of interest, such as the popular 'About us' feature. My sincere thanks go to the committee members who have organised the required information so efficiently each month.

Special thanks also to some volunteer contributors – once again **Helen Bethune Moore** has provided some excellent book reviews when asked and other members – **Mary Pearl, Di Brown, Tess Moloney, Anitra Nelson, Elaine Miller, Amanda Coverdale** and **Estelle Longfield** have enthusiastically taken on writing up the dinner meeting reports.

I am very excited and proud that our Society committee is currently supporting **Janet Mackenzie** in her task of preparing the book that brilliantly reflects the importance of the *Newsletter* over 35 years, *At the Typeface*. This compilation of articles published in our *Newsletter* will be launched at the national editors conference in October. Copies will be sold at the conference and through the Society, and, we hope, in selected bookshops too. I am sure you will all want a copy when you read more about some of the fascinating articles in it in the August *Newsletter*. We are very grateful to Janet for developing the idea for this book and working so hard to get it altogether.

We have a huge year ahead for our Society, in Victoria, and for the editing profession, Australia-wide. I am sure the incoming *Newsletter* team will do their best with your support to get all the news and views to you.

Freelance Affairs report

L. Elaine Miller

The production of the *Freelance Register* went very smoothly and efficiently this year, with **Cathy Edmonds** doing her usual thorough job editing and typesetting, **Kath Harper** indexing, and each editor proofreading his or her own entry at page proof stage. We also contracted with a new printer, Ability Press, who did a fantastic job with both interior and cover.

The Society has a new visual identity and logo designed by **Scott McLennan**, which will be used on the *Register* cover in 2006, as well as on the website, the *Newsletter* (title to remain the same, by popular vote!), and all identifying documents.

Plans for the coming year include the drafting of a standard contract for freelancers, which can be altered to fit particular

circumstances. While many publishing houses have their own standard contracts, independent contractors who want to protect themselves should be aware of the elements that a contract should contain before signing any agreement. Contracts are especially essential when agreeing to do editorial work for private individuals. In too many instances, avoidable misunderstandings arise about what will be provided, how much will be paid and on what terms, simply because no written agreement is in place.

We are also hoping to expand the reach of the *Freelance Register* by targeting more corporations and government bodies, and organisations that use media other than print.

Society of Editors Treasurer's report for the year ended 30 June 2005

Carole Pearce

| | 2002-3 | 2003-4 | 2004-5 |
|---------------------------------------|-----------------|-----------------|-----------------|
| Receipts | | | |
| 1. Freelance Register | 5060.00 | 5640.00 | 7900.00 |
| 2. Meetings | 4665.00 | 6810.00 | 9034.50 |
| 3. Unknown | | | 879.28 |
| 4. CASE | | | 283.39 |
| 5. Membership | 18641.00 | 18040.77 | 24810.35 |
| 6. Training | 23504.00 | 3450.00 | 17889.00 |
| 7. GST Refund | 925.00 | 227.00 | 332.00 |
| 8. Transfer from Cash Management Acct | | | 5000.00 |
| | | | 66128.52 |
| Expenditure | | | |
| 9. Newsletter | 8031.10 | 9055.73 | 6096.01 |
| 10. Administration | 929.69 | 641.50 | 603.32 |
| 11. Meetings | 12946.70 | 9351.00 | 2490.70 |
| 12. Freelance register | 8502.05 | 8936.70 | 8053.88 |
| 13. Training | 22720.30 | 3006.00 | 11309.91 |
| 14. Accounting advice | 55.00 | - | - |
| 15. RMIT Student award and prizes | 500.00 | 500.00 | 1167.62 |
| 16. Bank charges and refunds | 78.40 | 91.90 | 366.00 |
| 17. Dishonoured cheques | - | 194.00 | 40.00 |
| 18. Website | 165.00 | 110.83 | 1199.62 |
| 19. Paymate fees | - | 33.00 | 181.50 |
| 20. Message bank (Telstra) | 143.10 | 125.62 | 210.36 |
| 21. Postage | 306.30 | 310.00 | 2583.55 |
| 22. CASE | 2252.47 | 1047.51 | 7433.85 |
| 23. GST remitted | 860.00 | 1326.00 | 2001.00 |
| 24. Miscellaneous | 1479.00 | 1706.32 | - |
| 25. Books | 1084.00 | - | - |
| 26. Advertising | 152.00 | - | - |
| 27. Writer's Festival | | | 1500.00 |
| 28. Transfer to Events account | | | 5000.00 |
| 29. Total Expenditure | 59908.13 | 36436.11 | 50237.32 |
| 30. Net cash flow | (124.70) | (1915.84) | |
| MEMBERS' FUNDS | | | |
| BANK BALANCE AT 30 JUNE | 5070.75 | 1663.89 | 14564.52 |
| Cash Management Fund | 10279.13 | 10727.32 | 6225.82 |
| Plus Petty cash float | 299.00 | 82.05 | 429.00 |
| Less unrepresented cheques | 2177.02 | 686.00 | 4458.81 |
| TOTAL | 13471.86 | 11787.26 | 16760.53 |
| Closing balance | | | 17760.53 |

Meeting Organisers' report

Lydia Di Stefano and Amanda Coverdale

We have both enjoyed a busy and challenging year as Meetings Organisers. We have been able to share tasks and take advantage of our individual strengths in the role.

We have shared the following tasks:

- planning the discussion topic and researching speakers
- hiring different dinner venues and catering requirements
- publicising and arranging bookselling for speakers' events
- administering bookings from members and non-members
- supervising the running of the dinner meeting on the night
- booking a volunteer to write the Meeting Report.

During the year the general meetings were held at a variety of venues. These changes have benefited members who can't usually come to our meetings on the first Wednesday of the month.

We have arranged for the Society of Editors (Vic) to become members of the English Speaking Union. This allows us to use their gracious venue south of the Yarra River for general meetings and committee meetings.

August 2004: Janet Mackenzie's book, *The Editor's Companion*, was launched by Teresa Pitt from Lothian Books at Café Mystique. Bookselling was popular on the night.

September 2004: Fran Bryson, from Bryson Agency Australia, talked about her role as a literary agent. We met in the newly renovated Prince Patrick Hotel, Collingwood.

October 2004: Ian Britain of *Meanjin* and Nathan Hollier of *Overlander*, editors of local literary journals, addressed the topic 'The Fate of Australian English'. A Greek banquet was enjoyed by all as a fitting finale for meetings at Café Mystique in Fitzroy.

November 2004: Kate Burrige, Chair of Linguistics at Latrobe University, spoke on the tangled history of the English language. Kate's popular talk attracted the greatest number of bookings, with over 80 people squeezing into the Ballroom of the Rathdowne Tavern, Carlton.

December 2004: The last meeting of the year showcased Christmas festivities and launched the second edition of *The Australian Editing Handbook* by Elizabeth Flann and Beryl Hill. Bookselling was available on the night.

March 2005: Jan Roberts-Billett, a freelance historian specialising in oral history, spoke to members. She provided many personal examples from her work on naval history.

April 2005: Shirley Hardy-Rix and Brian Rix spoke about creating their book *Two for the Road*. The meeting venue at Readers Feast (in the city) provided a welcome opportunity for book buying and signing of *Two for the Road*.

May 2005: Susan Thompson, a barrister, spoke about how laws concerning intellectual property, copyright and defamation can influence the editor.

June 2005: Fleur Goding and Jorge Silveira launched the Society's new website and new logo at The City Library in Melbourne. They showed us the exciting online resource on the big screen. The new logo was put on wine bottles to celebrate the new changes.

July 2005: Beryl Hill was the Election Officer at the Annual General Meeting held at The English Speaking Union, South Yarra. The outgoing committee presented their reports and a new committee was elected for the coming 12 months.

Our thanks go to our fellow committee members, particularly Carole Pearce (Treasurer), who helped with various tasks at general meetings. It was great to meet so many Society members and we thank them for their support by attending the events.

Training report

Marta Veroni

The Society of Editors (Victoria) Inc. in 2004–2005 presented:

- The big picture – structural editing (full day) by Pamela Hewitt and Shelley Kenigsberg
3 July 2004, repeated 13 November
- Using Word macros for more efficient editing (half day)
Trainer: Catherine Hunt
18 September, repeated 16 October
- Basic editing/refresher course (full day)
Trainer: Dana Rowan
14 May 2005
- Using the web effectively (half day)
Trainer: Scott Blair
Saturday 4 June 2005
- Grammar for editors (half day)
Trainer: Ruth Siems
18 June 2005

All workshops have been well attended and some have had to be repeated because of demand. The aim of these workshops is to keep members up to date by offering training and revision.

Please feel free to suggest workshops you would like to see the Society offer, and let us know if you have skills you can share.

The Australian Society of Authors offer to editors

The Australian Society of Authors is offering editors the opportunity to purchase ASA publications at our members' price until 31 July 2005. The full list of publications can be viewed at <<http://www.asauthors.org/cgi-bin/asa/publications.cgi/Home>> and an order form can be downloaded.

Between the Lines: A legal guide for authors and illustrators by Lynne Spender was commissioned by the ASA in response to daily queries about legal issues. It is an essential reference guide to copyright, defamation, contracts, tax, royalties, ethics and more.

Australian Book Contracts: a guide to Australian Publishing Contracts (3rd ed), with model print and electronic publishing contracts and tips for negotiating with publishers.

Australian Author magazine was recently described by Susan Wyndham in the Sydney Morning Herald as 'a compelling read that breaks news and examines writers' issues'. You can subscribe for \$26.40 for three issues per year. Go to <<http://asauthors.org/author/subscribe>> to download a subscription form.

Dates for your diary

Next meeting

Wednesday, 3 August 2005

Membership renewal due NOW

Editing in Context conference registration is now open



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John Curtain (d. 1999) Stephen Murray-Smith (d. 1988) Beatrice Davis (d. 1992)
Anne Godden (d. 2004) Frank Eyre (d. 1988)

Membership of the Society is open to anyone engaged professionally in any aspect of editing for publication, or who has had such experience in the past. Associate membership is open to anyone interested in the Society's activities. Associate members may not vote or hold office in the Society.

Membership

Application/renewal forms are available from the Membership Secretary or go to the Society's website for more information.

Subscriptions

Full membership \$75, Distant membership \$45, Associate membership \$75

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