

GUIDE TO MANAGING HISTORICAL SOCIETIES

Developing a significant collection

Copyright

The Australian Copyright Council, on its website, describes copyright as “a type of legal protection for people who express ideas and information in certain forms. The most common forms are writing, visual images, music and moving images. ... Copyright protects the *form* or *way* an idea or information is expressed, not the idea or information itself.”

Copyright regulations can change and are being revised to cope with the changes brought about with the introduction of digital media. It is essential that societies are aware of copyright regulations and how it affects their activities.

The website of the Australian Copyright Council – <http://www.copyright.org.au> – contains the latest information as well as information guidelines and books on copyright.

Moral rights

Moral rights are separate to copyright and concern the rights of the creator of items, especially in regard to the way in which their work is treated. Creators of items have the right for acknowledgement that they are the creator and the work should be treated with respect and not treated in a derogatory fashion. The Australian Copyright Council – <http://www.copyright.org.au> contains a pamphlet on moral rights.

Reproduction rights

Organisations owning items, whether in copyright or not, can determine how, and to what extent, an item can be reproduced. A fee is usually applied for permission to reproduce an item. This fee is separate from charges for providing a copy of an item.

Fees and charges

Societies should establish a list of fees and charges for the copying and use of the items in the collection.

The list should include the charges for reproducing photographs in varying sizes, images in a digital format, photocopying of pages as well as charges for postage and handling.

A separate rate of fees and charges may be applied for material to be used for commercial purposes as opposed to material to be included in a family history with a limited circulation.

The web sites of many collecting organisations include their list of fees and charges.