

ISLAND of THE LOST



*An exciting new series -
Excerpts from an all staff email list*

Date: Wed, 26 Apr 2000 14:57:35 +1000

Dear whoever is printing on my machine

My machine is churning out rheems of information about drill presses, safety issues, all sorts of things.

Is anybody out there surfing the net and printing out info about Safety in the arts and wondering why its not coming out of your own printer.

Well come on down here. I have it. A whole book by now. Can you believe it.

My printer is totally jammed with this document. Help.

Stop what you are doing right now. I can't do any of my own work.

Date: Tue, 2 May 2000 14:37:50 +1000

The School of Drama has lost two red specialised mop buckets.....

Trivial we know, but when you think that they cost over \$50 each - you'd be trying everything to find them too!

They are red, and....., well....., buckets.....

If you have any information about said buckets we are considering a reward!

You may leave an anonymous voicemail message on [REDACTED] or just reply to this email

Thank you for your indulgence!

Date: Fri, 22 Sep 2000 17:00:13 +1000

This is Clarissa from reception and I'm writing to let all staff know about the box's in the reception room in the white building. It has JVC on the side and is from Siemens. Hopefully this means something to somebody.

Date: Fri, 24 Nov 2000 14:26:41 +0800

I have received a fax regarding a pencil booking at the Victorian Arts Centre for June 4 & 5, 2001 from [REDACTED]. I have not made this booking and wonder if this fax was meant for someone else at the VCA. If this relates to you please let me know..

Thanks,

Date: Fri, 24 Nov 2000 15:38:21 +1100

Dear All,

I am attempting to locate some software which was apparently despatched by courier on the 10th of this month for my attention.

It is a NFR (Not for Resale) copy of Discreet Logic's "Combustion" application (Mac) and was despatched by the Melbourne office of Future Reality on the above date.

The software is for evaluation by me for use in the Post Grad Diploma of Film and Television - Digital Special Effects option (to be introduced in 2001).

This is a donation that I have negotiated (Educational value of \$1,223) and I am therefore obviously keen to locate it - any assistance that can be provided would be greatly appreciated.

Regards,

Date: Tue, 5 Dec 2000 13:53:18 +1100

Hi everyone

I am in search of a delivery which seems to have gone astray. It contains a number of A4 wall mounted clear plastic sleeves for the workshop. If you have seen them could you let me know ASAP.

Date: Mon, 19 Mar 2001 11:37:57 +1100

Dear All,

I have had yet another delivery of software go missing - Federal Express have recorded delivery on the 14/3/2001 to 234 St. Kilda Road, signed for by "Robert" (FedEx tracking number 477351211026).

There is no record of the delivery at front reception, so if anyone has knowledge of this parcel could they let me know of its whereabouts.

The software is from Adobe Systems and consists of After Effects CD-Rom media & Manuals - it is of little use to anyone as the license information needed to run the software is separate to the delivery.

Thank you for your assistance in this matter,

Date: Mon, 9 Apr 2001 11:22:50 +1100

A bunch of keys has been found in the School of Drama - they are on a bunch including a [REDACTED] key 5.28z (B9618), lots of other colored house type keys too.....
Call [REDACTED] or drop into the Drama School if you think that they are yours.....

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Date: Fri, 27 Apr 2001 13:37:04 +1000

Could all staff please note that Jenny [REDACTED] and Wanda [REDACTED] do not currently have computers on their desks, due to a robbery over the Easter break.

Any emails to Jenny or Wanda can be sent via my email. We are hoping that replacements will be installed by the end of next week.

Regards,

Date: Fri, 4 May 2001 12:03:15 +1000

Dear All

I have received an invoice from "In Full Bloom" for flowers that were bought on 26 April 2001 which has my name on it.

I did not order any flowers on that day. If anybody out there did, can you please let me know so that I can charge the right department.

Thanks

Date: Tue, 15 May 2001 17:02:08 +1000

A large charcoal/black large jumper with a collar and buttons down the front was found in the New Council Room.

It is in my office if anyone wishes to retrieve it. D

Date: Mon, 4 Jun 2001 13:41:55 +0800

This is to let you know that my car was stolen from the College car park on Friday between about 4 and 5.15. It was locked. I have not got it back yet.

I have been told that at least two other cars have been stolen from the car park and also that there have been a number of break-ins to cars in the car park. I think we need to know about these things so that we can take extra precautions.

So, take care out there!

Date: Fri, 20 Jul 2001 10:24:25 +1000

Dear All

We are trying to track down two Ink Cartridges - Epson Stylus 740/760 colour which were incorrectly delivered to the College by Melbourne Uni. Computer Supplies a couple of weeks ago. Does anyone have them? If you can help please ring Fred [REDACTED] in the Painting Department on [REDACTED]

Thank you.

Date: Fri, 10 Aug 2001 10:27:15 +1000

Happy Friday people,

Can someone please call me regarding the Claim Form which arrived on my desk with a completely unreadable signature & no account codes, asking for a cheque as a refund for a not-named course. Cheque to be made out to Cherie [REDACTED] or it could be Mewson, neither of whom are on the system.

Can you all also note that any claim for Entertainment, regardless of size, requires an FBT form to be attached.

Thanks for your help

Date: Mon, 08 Oct 2001 11:03:52 +1000

Hi

The ladder has been missing from the student gallery since last week. Can you please have a look around your departments and return it to the gallery if you find it.

Thanks very much.

Date: Fri, 26 Oct 2001 11:57:59 +1000

Has anyone made a Qantas flight booking for a Mrs C [REDACTED] - Perth/Mel/Perth? Please let me know. Thanks.

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Date: Mon, 25 Feb 2002 11:36:36 +1100

Dear Colleagues,

Please note that 9 orchestral chairs have been taken from Room 303 in the Music School, apparently during O-Week. They are a tube-steel chair, covered with black fabric, and bore a black sticker reading "VCA Music: Room 303".

The Music building has been thoroughly searched, so I'm guessing that they have been moved elsewhere in the campus with good reason during O-Week, and have simply not been returned. Now that classes have resumed, however, they are sorely missed from their classroom. As the chairs are valued at around \$2000, it is important that we locate them as soon as possible.

Thanks,

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Date: Wed, 20 Feb 2002 08:26:53 +1100

Good morning everyone,

In my absence someone has deposited a Claim Form on my desk to BSB Packaging. I need the original invoice or an order no. I cannot read the squiggles on the bottom that are supposed to be a signature so can someone help please.

Date: Mon, 10 Dec 2001 15:54:09 +1100

Dear all VCA Staff,

As you may be aware, the VCA has an account with the flower shop in South Melbourne, In Full Bloom. Although my name is on the account (for some strange reason) everyone orders flowers independently making it very difficult for In Full Bloom to follow up outstanding invoices. To rectify this problem could staff please give their full name and the School/Centre they are from when ordering flowers .

Thank you,

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Date: Fri, 19 Apr 2002 10:22:40 +1000

Good morning everyone, I need your help.

Somebody (God bless their little cotton socks) has had a print & guillotine job done at Officeworks in South Melbourne on 12th February this year. Whoever it was used the Secondary School's Account, but the Secondary School has not used Officeworks this year and has in fact, closed their account. I have contacted a few of you only to be told "Not I", (sorry to bother you again) I would be grateful if the person concerned could let me know so we can pay the bill.

Whilst I have you all - on the subject of Officeworks - PLEASE DO NOT USE THEM. If you need something that urgently pay cash and claim it back. Their accounting system is terrible and it wastes heaps of my time. Maureen in the Secondary School has found a new supplier called National One - some of you may like to try them.

Have a great weekend and thank you all

Date: Mon, 29 Apr 2002 09:48:27 +1000

Dear all

My phone connection was broken from the wall sometime in the weekend before last. This has meant that I have been unable to receive many phone messages over last week. Finding a phone that I can use for a prolonged time is difficult.

If any of you have tried to contact me over the past 7 days I apologize for not getting back to you. Hopefully the problem will be fixed soon.

Date: Thu, 20 Jun 2002 09:03:47 +1000

Dear All,

In response to a number of complaints concerning mail going astray and to minimise disruption within the Reception Office it has been decided that the door to the Reception Office will be kept locked at all times and inaccessible to staff other than Reception staff.

Postage and delivery & receipt of internal mail will be handled by Reception staff who will ensure that mail is correctly placed in the mail boxes and distributed to staff collecting mail. This will be done over the counter.

Confidential mail should be placed in envelopes and addressed accordingly.

These arrangements take effect immediately.

Date: Wed, 7 Aug 2002 16:32:21 +1000

Today I received a call from a member at the Kew Police Station advising that a wallet handed in on 12 July contained a [REDACTED] ticket stub for the 'Hair' performance held on 24 June.

Anyone who has lost a wallet and who believes this might belong to them should contact the Kew Police Station on 9853 8377 and quote Property Number 427/02.

Date: Wed, 4 Sep 2002 12:06:47 +1000

We appear to have misplaced some toner cartridges for our Laser Printer 12/640. If they've been delivered your way in error and you've been wondering all this time who they belonged to - can you give us a call please? They are code "APP12/640PST" and there should be 4 boxes.....fingers crossed. Thank you

Date: Thu, 19 Sep 2002 10:48:22 +1000

Australian Centre for the Moving Image have emailed me to say that someone from the School borrowed 'Facing the Music' on video over the counter and the video is now overdue. Can the person who borrowed it please return it ASAP.

Please let me know in future if you are borrowing a film on the School's membership to avoid this sort of confusion in the future.

Date: Thu, 03 Oct 2002 12:54:39 +1000

I have now been advised that there will be no water between 9am and 1 pm on Friday. Hopefully the water will go back on at 1pm tomorrow. We will have to use toilets in either the Grant Street Theatre or the School of Film and Television. I will send an email tomorrow when the water is back on.

Leanne

Date: Wed, 9 Oct 2002 13:41:21 +1000

Hi,

Last night when i picked up my car at the car park at about 7.45pm. i found that it had been broken into.
Be vigilant!

Date: Wed, 9 Oct 2002 13:55:13 +1000

sorry i forgot to add they took amongst other things my prescription sunglasses. once they put it on they will discover it would be entirely useless to them so if you see a pair of sunglasses around the car park please let me know.
thanks.

Date: Mon, 21 Oct 2002 09:11:47 +1000

I received a phone call from a certain Ruth at Opera Australia saying that someone from the [REDACTED] had made a booking of one of their studios from November 21st for three weeks. Could that person please contact her on (02) [REDACTED]

Would you be in a position to forward this message to allstaff?

Best regards

Date: Tue, 29 Oct 2002 11:15:58 +1100

Dear all

Can you please check if you have accidentally collected the Result Entry Sheets for Sculpture from the staff pigeonholes (the sheets were put in the pigeonholes last Thursday).

THIS IS URGENT, PLEASE HELP.

THANK YOU.

Date: Tue, 07 Jan 2003 14:03:14 +1100

Dear all,

Could the person who used the above courier to send something to Hampton on the 27th of November please reply this e-mail, so that the invoice for the same can be authorised for payment.

Thanking you,

regards

Rosemary

Date: Tue, 11 Feb 2003 16:24:29 +1100

Last year the Shed in production had about 30 stackable brown plastic chairs that were connected in groups of three and four. They were the seats used during performances and classes. They have disappeared. I have searched every where for them but cant find them. Does anyone know where they might be. JC

Date: Wed, 12 Mar 2003 14:15:20 +1100

Hi

Does anybody know the whereabouts of the tall silver ladder which was borrowed by someone from the student gallery? If so, can you please return it ASAP.

Thanks very much

Date: Wed, 19 Mar 2003 09:44:48 +1100

Dear All

I am trying to chase up some missing glassware that was left in the kitchen area of Federation Hall in late February.

Has anyone seen it?

If so, can you please let me know where it is as it belongs to the Victorian Wine Centre in Middle Park and we have to return it.

Thanks

Date: Thu, 20 Mar 2003 10:43:58 +1100

Has anybody looked for the tall silver ladder from the student gallery, in their department? We needed it this week, but for the Murdoch show it is going to be crucial. One artist will not be able to install his work without it.

Please, please have a look around in your departments (except drawing) and let me know if it is or isn't there.

Thank you very much.

Date: Fri, 21 Mar 2003 15:14:07 +1100

Dear all,

Did any one of you order 4 boxes of Kraft Recycle Envelopes 265x190 in December last year. There is an outstanding invoice for the same. So please let me know if it is yours.

Regards

Date: Mon, 24 Mar 2003 15:29:06 +1100

Dear all,

There is a nother outstanding for the above supplier. Could you plase let me know if you purchased \$149.94 worth of liquor on Monday the 16th Dec 2002 from shop 62-66 King Street Melbourne? The payment for this is now over due!

Date: Mon, 31 Mar 2003 10:27:18 +1000

Dear all

Attached is an email from ACMI about an overdue film someone has borrowed entitled "The selected Works by William Wegman". The film was due back on 26 March. Can whoever borrowed the film please return it ASAP (if you've not already done so) and also let me know same?

Date: Wed, 2 Apr 2003 08:16:14 +1000

A Nokia mobile phone has been handed in to our office
It was found in the vicinity of the VCA staff carpark and the new Drama School
Please spread the word amidst all staff and students to contact us if they have lost their mobile this morning.....

Date: Thu, 3 Apr 2003 12:19:48 +1000

Dear Colleagues,

The Music School is missing a large whiteboard (about 2m wide x 2m high) with one blank side and one side with musical staves embossed.

Please sing out if you've had any sighting of this whiteboard in the last fortnight.

Date: Fri, 11 Apr 2003 08:14:02 +1000

A mobile phone was found outside the Wardrobe door.
Please see Edith in Production to collect it.

Date: Fri, 11 Apr 2003 10:32:49 +1000

FTV Staff member Neill Bell has lost his keys between the Art Gallery carpark and the FTV School. They comprise of a Grey Security Card pass, a green tagged key plus others.
Pls give us a call asap if you've picked them up and were wondering whom they belonged to.....

Date: Wed, 30 Apr 2003 10:40:41 +1000

The School of Drama have ordered 23 copies of The Crucible (Penguin Edition) from the University of Melbourne Bookshop. Unfortunately there was a despatch error with the delivery from Australia Post stating the VCA general address details.

The box of books are currently not in reception but if your school / department has received these books could you let me know on extension . I'll come on a reconnaissance mission to your location asap.

Thanks and by the way.....our fantastic SHAKESPEARE SEASON IS RUNNING UNTIL THIS SUNDAY!!! DON'T HESITATE TO LET ME KNOW IF YOU WOULD LIKE TO COME!! BOTH PERFORMANCES (LEAR and AS YOU LIKE IT) ARE TERRIFIC!!!!

Date: Wed, 14 May 2003 15:58:33 +1000

For the past three weeks, the library has received double copies of Time Magazine. The duplicates aren't addressed to anyone in particular, which leaves the subscriber a mystery. If this rings a bell to anyone, could they please contact me in the library. Otherwise, I'll send all the copies back to cancel the subscription and subsequent billing.

Date: Fri, 23 May 2003 14:48:57 +1000

Hi All

Could anyone using the big trolleys from production return them ASAP please.

Date: Thu, 05 Jun 2003 14:13:46 +1000

All Staff,

An Internal envelope that was bought down to reception addressed to Seven [REDACTED] in Development is missing, please advise reception if it was amongst your mail.

Date: Thu, 17 Jul 2003 13:05:46 +1000

A box from University Computing Supplies for Tim [REDACTED] was removed by persons unknown yesterday from reception. This contains blank CD ROM disks amongst other things.

Please check if there is an unclaimed 'computing' box in your area, and if so, let me know.

Date: Tue, 12 Aug 2003 10:22:45 +1000

Hi Folks

We seem to be missing 2 boxes delivered by Fastways couriers for the production workshop from Barnes Molding & Casting supplies.

if anyone has taken delivery of these could they please contact me on [REDACTED] urgently.

Date: Sun, 17 Aug 2003 00:20:46 +1000

Has anyone seen A frame and extension ladders belonging to Grant St Theatre as we are missing 2 extension ladders and a 3.6mt A frame all marked "Drama Production"
Please contact me if you have seen these.

Regards
Mark

Date: Fri, 29 Aug 2003 10:44:59 +1000

Lost your slides?

24 slides were found outside the Melbourne Town Hall on

Thursday 28 August

If you think they might be yours, ring
Peta at the Town Hall
on [REDACTED]

Date: Fri, 12 Sep 2003 15:14:58 +1000

Hi all

I'm looking to find Tim or Paul, if they are in your area, could you let them know?

thanks

Date: Wed, 1 Oct 2003 10:09:21 +1100

Dear All

BRUCE IS MISSING!!!!!!

Please advise if you know the whereabouts of our trolley as we need it urgently

Date: Fri, 10 Oct 2003 16:34:05 +1000

Dear All,

I need your assistance. Some paintings are being delivered to the School of Art for next week's exhibition in the Gallery. They seem to be lost.

They are from the Maningrida Arts Centre (NT). If you have received an unclaimed crate from TNT, this might be ours. Please let me know urgently!

Thank you,