

**Consultative Council
Minute of the meeting held on 2nd December 2016
in the CILIPS Office, Robertson House, Glasgow**

1. Sederunt

Present: David Catto, Lee-Anne Connor, Rebecca Gunn, Liz McGettigan, Neil Paterson, Kathy Penfold, Penny Robertson, Audrey Walker, Gavin Willshaw

In Attendance: Catherine Kearney (Chair), Sean McNamara (Minutes)

Apologies: Anne Louise Anglim, Kat Brack (replaced by Lee-Anne Connor) Theresa Breslin, Jeanette Castle, Carol Hart, Gavin Johnstone, Ewan Scott, Val Walker.

Richard Aird, West Branch rep, was unable to attend as he has recently become a father and the meeting wished to note their congratulations to Richard and his partner on the birth of their first child, Callum.

2. Round table introductions

The Chair welcomed everyone to the meeting and led round table introductions.

3. Minutes of the Previous Meeting held on 21st April 2016

4.1 Accuracy

Gavin Willshaw was listed incorrectly as Gavin Welshaw. With this correction, the minutes were accepted as an accurate record.

4.2 Matters arising

Matters arising - Sean gave an update on the 2016 election campaign.

5. Governance

5.1 Changes to future Council operation as a result of revised Rules and Regulations

Sean updated the meeting on changes to the Rules and Regulations that affect Council. This included the composition of the Council and the fact that the Chair will be a member of the Trustee Board and who will liaise between the Board and Council.

6. Advocacy

6.1 Advocacy report

Sean went through the key points of the advocacy report including:

John Swinney meeting: Sean advised the meeting had been delayed until January. It was felt that it would be useful to seek evidence of school libraries' links to HE and FE as well as some research into how many independent schools employ a full time school librarian to allow for a comparison. Neil and Rebecca will send Sean some additional contacts for this.

Lapsed members – It was agreed that CILIPS needed more information from CILIP on the reasons why members based in Scotland rescind membership. Sean will contact CILIP and report back at the next meeting.

Special Interest Groups – Sean is investigating how different models work for the relationships between SIGs and their Scottish sub-groups as there is a wide variety. Sean will report back at the next meeting.

Relationship between CILIP and CILIPS – Cathy confirmed that discussions between CILIP and CILIPS over the joint Memorandum of Understanding will continue through 2017.

6.2 Autumn Gathering evaluation report

Sean gave a brief report on the event and confirmed the feedback was good and the event will return to Glasgow on Oct 26th 2017.

6.3 New CILIPS website

Sean confirmed that the new website will launch on Monday 5th December and offers a much cleaner design. Sean asked that branches and groups offer blogs and case studies to make the site more member driven.

It was confirmed that SLIC are looking to discontinue the old Slainte website as much of the content is out of date. Penny will discuss legacy content with Gillian at SLIC.

7. Branch and Group discussion:

7.1 CILIPS Draft Annual Delivery Plan

Sean introduced the Plan and reported that:

- the 'business plan' has changed title to better fit with the terminology used by CILIP;
- the plan acknowledges our revised status as a SCIO;
- it sets the CILIP priorities in a Scotland context; and
- detailed our planned activity in support of those priorities for the coming year.

A discussion was held over how branches and groups can contribute and the following additions were suggested for the different sections:

Advocacy

- Investigate an event looking at how to write funding bids and the creation of a page on the website about this;
- Investigate a 'friends of CILIPS' option for other organisations to sign up to;
- Continue to contribute to the school library advocacy group.

Neil advised that Aberdeen Libraries had recently applied for funding and recommended contacting Fiona Clark about this.

Lee-Anne Connor confirmed her school had successfully applied to the 'Attainment Scotland Fund' and the school library is involved with this.

Workforce development

- Support Branches and SIGs to deliver regionally based events;
- Investigate alternative delivery models for regional and group events;
- Explore possibility of running a new members day as part of the Autumn Gathering. This would involve branches and groups and informal mentoring.

Member services

- Send branches a list of new members each month so they can provide personalised welcomes;
- Remind all members, including students, that they can attend Council and Board meetings as observers.

Standards and Innovation

- Investigate Open Badges as an accreditation method for CILIPS and also branches and groups;

Governance and Finance

- Investigate the possibility of alternative funding sources for CILIPS and the wider library community;

Cathy outlined the options for funding branch and group events via a new draft sponsorship policy to be discussed at the January Trustee Board meeting.

7.2 CPD Discussion

Sean provided an update on Professional Registration and Mentor Training events for 2016.

It was agreed the following events could be planned in 2017:

- Mentor Training (date TBC) for Tayside area.
- Portfolio Building event for March or April in Edinburgh in partnership with East Branch.
- A second Portfolio Building workshop in another area in September or October.

The branches and groups are also planning the following events:

- Tayside branch are hoping to offer an event featuring Phil Bradley. This could be replicated by other branches.
- CIGS are considering a metadata and apps event.
- CIGS and ARLGS are planning a joint event on institutional repositories.

7.3 Conference and Autumn Gathering 2017

Sean updated on CILIPS plans

- The Conference will return to Dundee on 5-6 June.
- The AG will take place on 26 October in Glasgow and branches and groups were encouraged to submit ideas for talks or workshops by the end of March.

Cathy confirmed that VAT will no longer be charged from 2017 onwards.

7.4 CILIPS support for Branches and Groups and suggested topics for 2017 meetings

Sean outlined what financial and practical support is available for Branches and Groups in 2017:

- Each Branch is entitled to an annual £350 capitation fund.
- CILIPS are happy to administer bookings or help with organisation of events for branches and groups.

7.5 CILIP Action Plan

The Action Plan was discussed and key points outlined.

8. Branch and Group Reports

Branches and groups provided verbal and written reports as follows:

Tayside: Recently held AGM and copyright event with Alan Rae and have a few visits planned. Neil asked for advice on how to get more people to come along to events.

East: A joint Meet the President Event and a joint bowling evening event (with Central Branch) had been held. Possible professional events being discussed for 2017 include bibliotherapy and library bagging events.

SLGS – SLGS are going to meet with Rhona Clark, the Chair of SLA Scotland and discuss how SLGS and SLAS can take different roles. SLGS are considering becoming responsible for sharing good practice and Sean suggested they may take a larger role in Autumn Gathering planning.

CIGS - (the following was a written report provided by Kathy and also provided verbally):

This year CIGS arranged the following activities.

We had a meeting in 4th March at the National Library in the Lawnmarket in Edinburgh to plan the year's activities.

In August we sent a representative to CIG.

We have updated our rules.

We held a linked data and metadata seminar on September 12th in Edinburgh at the Carbon Centre, with speakers from the Bibliothek Nationale, Edinburgh University, Imperial College, the National Library and the British Library.

At the AGM in new Glasgow College Building we had a talk by Chris Fleet on the NLS mapping project.

Our next meeting will be on Thursday 15th December 2016, at 2:30pm in the Kelvin Hall meeting room at the National Library of Scotland moving image archive. After our meeting we will go to a restaurant for our annual festive meal.

YLGS (written report from Rebecca)- YLGS held a successful revalidation event at Glasgow Caledonian at the start of the year. All were welcome, though most participants were children's public or school librarians.

We lost the crucial Secretary role earlier in the year, and committee members have been struggling to attend or dropping off. This has made it harder to organise and promote events well. Nonetheless, we were very surprised our training event on working with volunteers had to be cancelled due to lack of interest, since we had feedback it was a popular topic. Hard to gauge reasons, but we are moving away from whole-day training events in future.

We did have 20 people attending our Carnegie/Greenaway celebration in Edinburgh in September though. Plan to repeat this event next year, plus offer another revalidation event. Also keen to contribute to Autumn Gathering (and Conference).

Locscot - The group are still going strong after 30 years. This year's Scottish Local History Week had the theme of innovation and design as the Group co-ordinate with National years as designated by the Scottish Government. 2017 will suit the Group well as it is the year of history heritage and archaeology.

The group ran a day school at NLS in March with about 40 delegates. Another event on the theme of organising volunteer projects is planned for January 2017. Committee meeting in early December will be followed by Italian lunch.

ARLGS - Been in flux recently with some of the committee leaving. The group sent 2 people onto the ARLG UK conference and the issue of people attending face to face is becoming more difficult. The group are exploring their online offer.

9. Any other business - None noted

10. Date of Next Meeting

March or April 2017 (Venue TBC)