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Minute of Committee Meeting

1st November 2018

Dundee Central Library

**Tuesday 14th February 2017**

**Present:**  Neil Paterson Carol Moug Tanya Duthie

Mark McKay Laura Stewart

**Apologies:** Richard Hughes Marjory McCollum John Dare

**Matters Arising**

1. Minute of last meeting (via e-mail May 2018) was approved and adopted.
2. The branch funds which originally came from the winding down of TAFLIN have been transferred to a central CILIPS account but are ring-fenced for use by Tayside Branch.
3. Neil proposed looking into the use of Zoom to facilitate remote meetings between branch members in the future. Both Laura and Mark are happy to try it out but there will be further discussions about it at the AGM.
4. CILIPS Summer Conference in June went well. Our two sponsored places were taken up by John (Dare) and Jill Reid. They provided very positive feedback which is on the website. We will certainly offer sponsored places again next year. We still require some materials to promote the branch such as a pop up banner. It is felt this should be organised centrally for all branches by CILIPS HQ. Neil will highlight it at the Consultative Council meeting next week.
5. CILIPS Autumn Gathering – we had no take up for our sponsored place at this event but again will offer next year. We will retain the codicil that we can only sponsor one event per person per year in the interest of fairness.

**Agenda**

1. AGM Arrangements. The AGM will be on Wednesday 5th December at 4.30pm, Dundee Central Library Conference Room. We require attendance by 5 members for quorate. Tanya will email Heather at CILIPS HQ and ask if she can circulate the information to all Tayside members. We will provide a light buffet from branch funds. We discussed committee posts for the coming year and decided to roll forward as is but to definitely reassign posts at the 2019 AGM. Neil wondered if accounts would be required and the committee generally felt they would be – Tanya will check with Heather and, if required, contact Richard. Neil will provide a Chair’s Report.
2. The visit to St. Andrew’s University Library Special Collections Unit on 6th September was a great success and Neil thanked Carol for organising it .In addition to Tayside members it was attended by 4 East members who thoroughly enjoyed it. The University staff were very appreciative of the small gifts we gave as a thank you.
3. Forthcoming Events. Neil asked for ideas from around the table and the following are being considered;
* Screening of the film The Public in the Steps Theatre. Tanya will investigate when the DVD will be available.
* Social Media Training Event with Ned Potter as previously looked at – Neil will investigate.
* Speaker to deliver anecdotal library stories – possibly Peter Reid.
* Visit to recently refurbished Montrose Library – could be combined with the Peter Reid talk. Neil will contact Peter and Laura will ask about permissions from Angus Alive.
* Visit from new CILIPS President Yvonne Manning early next year.
* Behind the scenes event at the V&A – possibly combined with the visit by Yvonne and in conjunction with East Branch, maybe in March. Neil has a V&A contact.
* Visit to James Hutton Institute has been parked for the moment.

It was generally felt we should try to widen the audiences for our events and not focus solely on CILIPS members.

1. CILIPS Consultative Council. Neil will circulate papers and will be attending the next meeting on Thursday 8th November in Glasgow. Matters for discussion include CILIPS Annual Delivery Plan and reflections on the Autumn Gathering. In general membership is increasing and Tayside has 102 members. Work on the Apprenticeship Standards is moving forward.
2. AOCB. No matters were raised.

Next meeting will be the AGM on Wednesday 5th December at 4.30pm.