

**CILIPS North East Committee Meeting – 05/07/2016 (Inverurie Library, Aberdeenshire)**

Attendance: Ewan Scott (CILIPS Council Rep), Andrew Mackie (Treasurer), Diane Scott, Jane Brebner (Joint Secretary), David Oswald, Philip Davidson (Newsletter Editor), Gabrielle Rakotoarivony

Apologies: Gwen Alexander (Joint Secretary); Christine Brooks (Chair), Nicola Cameron, Lynsey Gibson (Web Officer), Alison Burnett (CPD Network Rep), Ian Lumsden, Siobhan O'Brien, James Nock

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**1. Welcome and Apologies**

Ewan Scott, chaired the meeting in Christine Brooks absence. Nicola Cameron would like to resign from the Committee. Gwen Alexander has also asked to step down as Joint Secretary. Jane is happy to carry on in the role of Secretary and then if she is unable to attend a meeting then the Minute Taker will be rotated around those who do attend.

**ACTION:** Jane to get in contact with Lynsey Gibson, as committee hadn't heard from her in a while.

**2. Minutes from meeting of Tues 24th May 2016**

The minutes were reviewed and updates were given on relevant points.

**3. Matters Arising**

Risk assessment to determine maximum number of attendees to Portfolio/Reflective Writing event - Airyhall Community Centre can hold up to 50 people. There will be a maximum of 35 spaces for the event on Tues 5<sup>th</sup> Sept.

Newly Chartered Librarian to be approached to come along too.

**ACTION:** Diane Scott to contact someone that she knows that has just completed their Chartership.

It was also spoken about whether Staff are available to come and help on the day, i.e. sign in attendees, etc... The booking for the event opens on the 13<sup>th</sup> July and will close at the end of August. One of the speakers will be Dr Moira Bailey from RGU.

Committee Members will be contacted via email/JISC to confirm main arrangements.

**4. Update on Survey**

It has been confirmed that the popular time to have the "Meet the President" event is on a Tuesday at 6pm in Aberdeen. Details still to be confirmed.

**5. Communication to CILIPS NE Committee Members plus the wider Members**

Jane spoke about the current forms of communication to CILIPS NE Committee and general members. She just wanted to confirm whether these were the best ways. These include JISC/Mail & CILIPS NE email. There are other forms of communication via Dispatch, CILIPS Newsletter, Facebook & Twitter.

**ACTION:** Jane to speak to Lynsey Gibson to help if she can with Twitter posts.

## **6. Branch/North Coverage**

After a long discussion firstly raised by Philip, it was agreed that we would keep the North Branch informed of what we were doing and whether they could be a slight overlap of events in the future, i.e. Portfolio/Reflective Writing Event, possible CPD Information Event (Saturday Afternoon), etc...

**ACTION:** Philip to contact North Branch and see whom is the best contact to relay information to.

## **7. Dispatch Newsletter**

Philip spoke again about how we wish to go forward with Dispatch and how relevant it is now. Look at alternatives such as a Blog and going on what other Branches do, i.e. East Branch (Blogs n' Pods) - <http://www.cilips.org.uk/east-blogs-pods/>.

**ACTION:** Philip to email ALL committee members and ask opinions on this going forward

## **8. Next Committee Meeting**

16<sup>th</sup> August (6pm) - Ma Cameron's, Aberdeen