

**CILIP in Scotland
Council
12pm-3pm – 23rd November 2017
Aberdeen Central Library**

Minutes

Present: David Catto (LocScot), Margaret Gair (West Branch), Lynsey Gibson (North East Branch), Jennifer Horan (Youth Libraries Group Scotland), Neil Paterson (Tayside Branch), Penny Robertson (Academic and Research Libraries Group Scotland), Shelagh Toonen (School Libraries Group Scotland), Ewan Scott (Chair), Audrey Walker (Honorary Treasurer), Val Walker (Mentor Support Officer)

In Attendance: Sean McNamara (CILIPS)

1. Sederunt

The Chair, Ewan Scott, welcomed everyone along to the Aberdeen Central Library.

2. Apologies

Apologies: Alison Burnett (North East Branch), Gavin Johnstone (Central Branch), Ruan Peat (North Branch), Kathy Penfold (Cataloguing and Indexing Group Scotland) and Gavin Willshaw (East Branch),

3. Round table introductions

Ewan led the round table introductions.

4. Minutes of the Previous Meeting held on April 2017

4.1 Accuracy – The previous minutes were approved for accuracy.

4.2 Matters arising - It was confirmed that CILIP had been reviewing the Special Interest Group rules, but this had paused after a member of staff left the organisation. The meeting felt that more clarification over how much funding a Sub-group should be given by their parent Group would be useful. Sean will contact CILIP to follow this up.

5. Advocacy

5.1 Advocacy report – The meeting was provided with a paper detailing recent advocacy and campaigns and statistics for membership engagement.

6. Branch and Group discussion:

6.1 Branches – New constitution and rules

The changes were agreed with the following additions –

- More clarity on what a virtual meeting may involve.
- A quorum of 4 for the AGM.
- Consistency over use of 'CILIPS' rather than alternating between that and CILIP in Scotland.
- Requirement for AGM to be posted on website and/or newsletter and 14 days before rather than 21 days.

Sean will send a revised document round the group for final approval.

6.2 Your Membership

The meeting was advised that the new CILIP website using the Your Membership platform was now up and running and contains closed off social areas and more functionality for events and communications. CILIPS are still assessing the system's capabilities and business benefit before the Trustee Board will decide how much functionality the organisation will use.

Feedback from those at the meeting was:

- Most people had not yet accessed the new system.
- Branch and group pages are not prominent enough.
- It is harder to find the VLE.
- The lack of open access goes against current trends.
- The platform may help branches meet virtually.
- Scottish identity and case studies would get lost if CILIPS website was subsumed.

Branch and Group committees will discuss and feedback on whether they may like their own areas within the site.

6.3 Professional Registration and Portfolio Building and Mentor Training

Val Walker talked through the portfolio and mentor workshops during 2017 and these had all been successful. It was also confirmed that online mentor training was now available with 4 sessions taking place next year.

CILIP were unable to send a member of staff to a recent portfolio building workshop and this may be an ongoing issue.

Branches were asked to contact Sean if they would like to run a portfolio or mentor workshop in 2018.

6.4 Conference 2018 plans

It was confirmed that the conference will return to Dundee 4-5 June in 2018. The Branches and Groups were asked to submit any ideas for speakers by 31st December. Some additional ideas were suggested at the meeting for possible additional content for around the two-day event:

- V&A – a talk from someone involved in the new museum or the presence of the travelling bus.
- A tie in with the Summer Reading Challenge being about the Beano.
- Dark Dundee Horror Tours.
- GDPR.

6.5 Apprenticeship Standards

CILIP are currently developing possible apprenticeship standards for librarianship but these are mostly linked to English qualifications such as NVQs. The meeting felt there could be challenges around doing something similar in Scotland and how useful it may be because of the one-year nature of apprenticeships and the fact that many jobs ask for a degree as a minimum. However, there were clearly benefits in terms of encouraging younger people to join the profession, so it was worth exploring what could be done in Scotland. The following was agreed:

- CILIP would be asked what could be borrowed from their existing work.
- SQA would be contacted for details of previous NC qualification.
- A working group should be set up to explore options initially.
- Penny, Neil and Margaret volunteered for the group and other names were also suggested.

6.6 CILIPS Board elections

It confirmed that the election for CILIPS Trustees was ongoing and the results would be confirmed soon.

The meeting thanked Audrey Walker for her years of work with the CILIPS Council as this was her last meeting as Honorary Treasurer of CILIPS.

6.7 CILIP/CILIPS Joint Agreement

Audrey provided an update on the joint agreement negotiations and what it could mean for the Scottish membership and how it could affect operations and staff in Scotland.

6.8 Accounts 2017

The chair reminded Branches that accounts need to be sent to the CILIPS office by 31st December.

7. Branch and Group Reports

Academic and Research Libraries Group Scotland – The group have new committee members. Duncan Chappell is to take on the role of Treasurer and Lynsey Sampson is to be web editor.

The group held a visit to the National Library at Kelvin Hall recently and may do the same with the National Museum.

2018 event ideas include service design and 'repositories for the uninitiated'.

ARLGS funded 5 places at the CILIPS Autumn Gathering this year and it allowed FE librarians to attend an event which is not always easy for them to do. Sean thanked the group for doing this.

Tayside Branch – The branch has been alternating between physical and e-mail meetings. This set up works well for the committee members and allows branch business to be progressed.

They hosted a mentor training event in partnership with Dundee and Angus College in May. They also held partnership events with Phil Bradley, these went well overall but there were problems with the WiFi and the lunch that were outwith the Branch's control.

They held a visit to Harris school library and were very impressed with the incredible work of the school librarian there.

They have deferred a visit to the James Hutton library and St Andrews University Special Collections library until 2018.

The branch successfully held their AGM.

The branch funds are still high and it was suggested that CILIPS could help with the funding of places at events by tying in with the Professional Development Fund. Sean would look at how this might work.

They are having difficulty attracting new members to the committee. Val suggested that more emphasis should be placed on the benefit of being a committee and it was suggested that Branches and Groups could write guest blogs to promote the reasons for getting involved. Sean will set this up in 2018.

LocScot – The group have had a quiet year overall in terms of meetings but did make a number of plans around 2017 being the year of history, heritage and architecture.

The group have a meeting planned for December and a training event will be held first quarter of the year, possibly in Edinburgh.

West Branch– The branch found meeting up difficult due to time pressures but hope to do more in 2018. They are holding a meet the President event in partnership with East and Central Branches and this will also include the AGM.

Youth Libraries Group Scotland– The group have a couple of new members from school libraries.

They will soon hold an AGM along with a cheese and wine event.

There Carnegie Awards celebration in September was attended by 9 people.

2018 plans include running a fringe event at the Edinburgh Book Festival.

The group have been planning a joint action group with SLG and SLA.

School Libraries Group Scotland – The group really enjoyed having a good profile at the Autumn Gathering where they held a surgery with the committee members each facilitating a table with questions. Getting a chance to network was really appreciated by those attending.

The group have 5 on the committee and have a new member from an independent school but they need more members.

The committee held a networking event in June and are planning another for March.

The group's blog has been getting kept up to date and is linked to from the CILIPS website.

Future blog topics will include getting to grips with How Good Is Our School Library and a couple of author pieces.

The group produced a booklet for new school librarians and have others planned.

North East Branch – The branches annual quiz has been postponed until March.

The branch will be holding an AGM combined with a social evening and have made a couple of changes to committee

2018 events may include Nik Williams from Scottish PEN and a visit to Treasure hub while the art gallery is shut.

The branch had an issue with their bank trying to charge them a fee for using their account, but this is being resolved.

The following 3 reports were sent by e mail and Sean provided them at the meeting:

Central Branch – Unfortunately the Branch haven't managed to do anything since April. But coming up:

6th December - Meet the President in Glasgow with West and East Branches
February/March – AGM (Venue to be Confirmed)

East Branch –

The Branch held the following events in 2017

April 2017: New Professionals event, chartership portfolio workshop and networking, NLS Boardroom.

May 2017: Pirate Golf social – postponed to next year.

June 2017: Emma Taylor, Librarian at Royal College of Nursing received the EB sponsored place at CILIPS Conference.

November 2017: AGM & tour of Blackwell's Bookshop.

December 6th 2017: Meet the President with Liz McGettigan, venue - Glasgow Caledonian University.

In 2018 they have the following planned:

February 2018: Fake News with Alastair Brian, Ferret Fact Service.

Spring 2018: Library Bagging Launch.

Summer Social 2018: East and Central Branch bowling.

November 2018: AGM.

Cataloguing and Indexing Group Scotland –

These were the activities in 2017:

6th April "Somewhere over the rainbow" Web2.0 and metadata seminar in the National Library of Scotland.

28th June We held an AGM at St. Cecilia's Hall, in Edinburgh. The post meeting talk was on "General Reid to RDA: cataloguing printed music collections at Edinburgh University Library."

4th August RDA update at the National Library presented by Gordon Dunsire which CIGS organised.

14th September - Backstage collection management/metadata event, Edinburgh ECCI - CIGS support and promotion.

10th October Committee meeting planning future activities. We are delighted to have two new members of the committee from the National Library.

26th October Alasdair MacDonald, our vice Chair, presented papers at a Dublin Core meeting in Washington DC.

9th November We were represented in the Rare Books in Scotland meeting by James Mitchell who is a rare books specialist from the National library

Gordon Dunsire continues to represent CIGS on the CIG Committee.

Planned activities for 2018:

14th December meeting with this year -- with a festive Mexican meal afterwards.

They are also planning a Discovery seminar in the Spring looking at the problems new possibilities of different discovery platforms.

8. Any other business

Sean will be in touch with Branches over requirements for Business plans.

It was raised by members of the group that it was extremely disappointing that the new Information Professional magazine contained no news about Scotland. Sean will again raise this with CILIP.

Margaret asked if there could be more Knowledge and Information Management sessions at CILIPS events such as the Autumn Gathering. Sean will contact her for some support with ideas for this.

9. Date of Next Meeting

22nd March – venue TBC