

Minute of Committee Meeting

26th March 2018

Dundee Central Library



Present: Neil Paterson Carol Moug Tanya Duthie
Mark McKay

Apologies: Laura Stewart Richard Hughes Marjory McCollum

Matters Arising

1. Minute of last meeting (6th November 2017) was approved.
2. The use of Skype does not seem to be an option at this time as many of us can't access it. It may be possible to organise a conference call in the future. In the meantime we will continue to alternate meetings in person and e-mail meetings
3. Neil is still investigating the possibility of using Google Docs.
4. Thanks from Harris Academy Librarian Elaine for the flowers she received following the library event.
5. Neil prepared a branch business plan which is with Sean.

Agenda

1. Following an idea initiated by Neil CILIPS are looking at the possibility of an Apprenticeship qualification for library staff. Initial discussions will take place at the Consultative Council meeting on 10th April (AM) followed by the council meeting (PM). Neil will be on this working group looking at suitable course availability and ultimately accreditation by a college. The aim is to create a library qualification as opposed to a generic customer service one.
2. On the 11th April we will be hosting this year's Chartership Event in the Conference Room, Dundee Central Library. Neil is happy to attend to represent the branch, cover housekeeping and do a short talk about the branch as well as refreshing his own knowledge for mentoring. We are not sure if there are still spaces left – Neil hopes to receive rough numbers later in the week. The room has access to Wi-Fi for attendees to use their own devices. Soup and sandwiches (possibly stovies too) will be provided by Steps Café – they require a week's notice
3. **Training & CPD in 2018.**

Social Media -Sean has asked us to hold off organising a Better Social Media for Libraries course as it is already scheduled for Edinburgh later in the year – provided by SALCTG UKeiG. We discussed two options – offer a sponsored place at the Edinburgh event in November (Tanya will check with Sean) or offer it in Tayside next year. The committee decided we would enquire if it's possible to sponsor 2 places with travel. Neil suggested people may also be able to apply to the Professional Development fund.

St. Andrews University Special Collections Unit – Carol will contact asking whether this would be a possibility in late August early September. We thought it could be followed by an informal social (tea in St. Andrews) and possibly East Branch could be invited to join in. May also be a possibility to combine the event with a Meet the President? Carol will identify a date then Neil will contact East Branch. The previously discussed visit to the James Hutton Institute will be parked meantime.

4. **CILIPS Conference 2018** – The **Dark Dundee** will be partly funded by us (50% of total costs). We won't know the figure until bookings are confirmed – invoice to follow. Committee members are eligible to attend.

Sponsored Place – Tanya will e-mail Sean saying we are happy to offer a sponsored place at Conference. Neil will report back on whether a Tayside Branch presence is required after Consultative Council on the 10th.

5. Guest Blog Entry – Carol volunteered to write a paragraph on what we have done so far and future plans for the September blog. Neil suggested a photo would be good. Mark reported on some restrictions to photo layout on our website.

AOCB

We had a discussion about the need to attract new (particularly younger) committee members but came to no real conclusion to action.

Next meeting will be via e-mail during the first week in May.