

**CILIP in Scotland  
Council  
November 21<sup>st</sup> 2019  
Dundee Central Library**

**Minutes**

**1. Sederunt**

The Chair Ewan Scott welcomed everyone along and thanked Neil Paterson for providing the room in Dundee Central Library.

In Attendance: Wendy Bathgate (Central), Elizabeth Carney (CILIPS), Margaret Gair (West), Sarah Kevill (ARLGS), Alison Leslie (East), Sean McNamara (CILIPS), David Oswald (North East and LocScot), Neil Paterson (Tayside), Kathy Penfold (CIGS), Lisa Penman (YLGs), Ewan Scott (Chair)

**2. Apologies – Lee-Anne Connor (SLG) and Stephen Leitch (North Branch)**

**3. Round table introductions**

Ewan led round table introductions.

**4. Minutes of the Previous Meeting**

**4.1 Accuracy**

- These were approved for accuracy.

**4.2 Matters Arising**

- Sean confirmed he had looked into changing branch geographical lines to make the branch numbers more even but this was not practical to do. The only solution would be branch mergers, but it was felt that this would not be necessary. If branches felt that they would like to look at this it would be up to them to suggest.

- New Special Interest Groups – the Information Literacy Group and the Public and Mobile Libraries Group had both been contacted about possibly setting up a sub-group in Scotland and an update will be given at the next meeting.

**5. Operations**

**5.1 Verbal report from Trustee Board**

A verbal update from the most recent Trustee Board meeting was provided.

**5.2 CILIPS Accounts**

The approved CILIPS accounts were shared and noted.

The current CILIP financial position was queried. Sean confirmed that the restructure was complete and a new 3-year business plan was being written to reflect current income levels.

### 5.3 Service Level Agreement

The new SLA between CILIP and CILIPS was noted by the Council.

### 5.4 Activity report

Council were provided with this report. It was noted that Stirling Council now only has one librarian but seven schools. CILIPS will consider making written representation.

It was more generally noted that although library closures are not common, the more hidden cuts to staffing are having an effect.

### 5.5 Membership report

Elizabeth provided this report. Council noted that although membership shows a 5% drop the November 2018 figures may be inaccurate. The drop between September 2018 and now is just over 1%.

Alison suggested that there should be more activity focussed on mid-career professionals and CILIPS staff will investigate this.

## 6. Branch and Group discussion

### 6.1 CILIPS Annual Delivery Plan 2020

Council were given the chance to query areas of the Annual Delivery Plan and make suggestions. It was suggested that the student placement membership study may focus on different career stages. Sean clarified the intended reasoning behind the affiliate membership as not being an alternative to standard CILIP membership but an option for those who would not normally choose CILIP membership.

### 6.2 Annual Conference 2020

It was confirmed that the Conference will take place in Dundee on June 1-2<sup>nd</sup> and the theme is Disruptors and Innovators. Sponsored places were encouraged and Branches and Groups were asked to send any ideas by the end of the year.

Suggestions made at the meeting were:

- How to get involved in your Branch or Group committee
- Offer free places to a committee members of each branch and group
- Housebound services for libraries - Chris Ganesworthy (including workshop)
- Eurolis and ILIG work on how to attract young adults to the library
- Sir Duncan Rice Library in partnership with Aberdeen City Libraries
- Full Fact or sessions on disinformation
- Orkney Libraries or other experts in social media

- No fines in libraries

### 6.3 Autumn Gathering 2019 feedback

Elizabeth provided this report and highlighted that the event was very well received. The only negative was that the venue was too small for the demand.

Possible new venues/ideas were suggested including:

- Webster Theatre in Arbroath
- Steps Theatre in partnership with Dundee Central Library
- Move it round the country each year
- Stream keynotes to smaller branch events (venues may have kit from SLIC film club projects)
- Provide some bursaries to branches that are far away from the venue for travel

### 6.4 Apprenticeship Standards

It was noted that the response to the survey showed a demand and interest in Apprenticeships, already in place in England. Sean advised he has been looking into the process and it is not straightforward. He is currently liaising with Skills Development Scotland and the relevant Sector Skills Council and will update in April.

Sarah suggested that Graduate Apprenticeships may be worth looking at and this will be investigated.

### 6.5 Branch and Group events 2020

Sean highlighted some suggested event topics that Branches and Groups may wish to pursue.

Lisa raised that YLGS are considering an event to encourage young people into the profession and this may be of wider interest.

The success of wellbeing focussed events was raised based on the experience of ARLGS, this may include a future conference session on book sculptures using withdrawn stock.

The possibility of joint Branch visit to Innerperfray Library was suggested and CILIPS could subsidise some travel with Branch funds.

### 6.6 Branch accounts and business plans

Branches were reminded that they must submit accounts and a 2020 business plan by end of year. Groups do not need to do this but should check with their parent group.

7. Branch and Group Reports

Representatives gave reports on recent and upcoming activity and where a written report was provided it is in the Appendix below.

This was followed by a discussion on lack of committee members, particularly with Branches. CILIPS will look to create a new proposition highlighting the personal career benefits of membership of a committee and send out recruitment e mails.

9. Any other business –

It was requested that we do not hold this meeting in Book Week Scotland again!

10. Date of Next Meeting –

April 2020 – date TBC

## Appendix – Branch and Group Reports

### ARLGS Report

- Committee membership remains buoyant with reps from HE, FE and the NLS
- 4 committee meetings have taken place
- A successful TeachMeet event was held in Nov 2018 at Glasgow University Library. This was on the theme of innovations in information literacy training.
- An afternoon of visits were arranged to three libraries in Edinburgh in May (Supreme Courts, Sheriff Courts and Library of Mistakes)
- The first paid for event in several years took place in May 2019 at Edinburgh Napier University. The topic was supporting social science research. A wide range of speakers contributed from the academic LIS sector, Scottish Government, NLS, FE and HE.
- An afternoon of library visits took place in Glasgow in August 2019. These were to the Royal Conservatoire of Scotland and the National Piping Centre.
- A TeachMeet event was held at the University of Strathclyde in November 2019 on the topic of wellbeing support in Libraries. Speakers came from FE, HE and Glasgow Life.
- ARLGS funded a member to attend the Autumn Gathering.
- A member of the committee is representing the wider ARLG group at the CILIP decentralising programme.

### CILIPS Central Branch activities 2019

- May - visit to Moving Images Archive in Glasgow - joint event with West Branch
- June - CILIPS Conference in Dundee
- June - library bagging event (walk from Tillicoultry to Alva followed by visit to new Alva Library in primary school)
- September - Meet the President - joint event with East Branch at Camelon Education Centre
- October - Autumn Gathering in Perth
- November - AGM at Dunblane Library, followed by tour of the Leighton Library and meal in Dunblane
- Plans for upcoming events to be discussed

### LocScot

**Group report for CILIPS Council meeting – Dundee Central Library, 21/11/2019**  
**Period: 11<sup>th</sup> April 2019 to 21<sup>st</sup> November 2019**

- Our sole physical meeting during this period was our AGM in October 2019 at Edinburgh Central Library.
- In 2020 the group plans to visit The Watt Institution (the McLean Museum and Watt Library) in Inverclyde once it re-opens after renovation. The event is intended to include a tour of the venue and some learning sessions that are still to be arranged.
- The group supported a stakeholder session informing the proposed NLS newspaper digitisation project and subsequently provided a statement of support for the project report.
- The group are working on the promotion of the Scottish Local History Directory developed in collaboration with the Scottish Local History Forum, the NLS and Strathclyde Uni Masters Library Students on work placement.
- We are meeting for a Christmas lunch in Edinburgh on 6<sup>th</sup> December 2019.
- In addition to the Inverclyde event our plans for early 2020 include updating and re-invigorating our web presence: particularly our CILIPS page, WordPress blog and possibly social media.

North East Branch

**Period: 10<sup>th</sup> April 2019 to 21<sup>st</sup> November 2019**

- 2 branch committee meetings and our AGM have been held since the last council meeting.
- In May 2019 we organised a visit to the new Ellon Academy Community Campus facility in Aberdeenshire and this included a talk from the librarian from Peterhead's HMP Grampian.
- We sponsored a place at CILIPS Autumn Gathering in Perth on 23<sup>rd</sup> October 2019. This was awarded to the best submission from a local library and information professional on what they hoped to get from attending.
- Our annual quiz is due to take place on 28<sup>th</sup> November 2019.

Youth Libraries Group, Scotland

- CKG event was well received. The following nominations were submitted:
 

Carnegie:	Toffee/Sarah Crossan The Burning /Laura Bates
Greenaway:	The runaway Pea/Alex Willmore (Illustrator) and Kjartan Poskitt (Author) Mary and Frankenstein/Julia Sarda (Illustrator) Linda Bailey (Author)

The longlist to be announced 20 February 2020 and the shortlist on 19 March 2020

- National Libraries Week – Jen participated in a panel event at the Mitchell library discussing the digital impact on reading.
- AGM will be held at Waterstones, Sauchiehall St on 28 Feb, 3pm -5pm. Plans are for an Author v Librarian quiz in partnership with SCBWI (Society of Children’s Book Writers and Illustrators).
- Planning to hold an author event for young people at the Glasgow Women’s Library and we are in discussion around holding a young people’s event to promote librarianship to young people in addition to our annual Edinburgh Book Festival event and the YLG Year Book, a new initiative being introduced in January 2020.

### Activities of CIGS

2<sup>nd</sup> May Cigs AGM in the University of St. Andrews at Lower Parliament Hall

This included a fascinating tour of the Historic Library and talk about the development of Scotland’s oldest University Library.

The AGM talk was given by Paul Cunnea and of the National Library of Scotland about the new Bibliography of Scotland project

Many of us went for an ice cream afterwards at the outrageously popular Janettas.

7<sup>th</sup> June we hosted The Future of Cataloguing – a world café workshop which followed a [world café approach](#) in which delegates explored a range of topics around the future of cataloguing. This will be through breakout sessions facilitated by experts in the field, with delegates moving between sessions and topics through the course of the day.

Sessions were on:

- The future of authority control, identifiers, linked data
- The future of subject analysis and controlled vocabularies (LCSH, FAST, TGN, ...)
- The future of content standards (& data models) – convergence and divergence (RDA, ISBD, DCRM, ISADG(G), ...)
- The future of encoding models and formats – convergence, divergence, emergence (Marc, Bibframe, DC, [schema.org](http://schema.org), EAD, ...)
- The future of data quality – data sources, data supply, data volume, data management ...
- The future of cataloguing practice – what will the cataloguer or metadata manager of the future look like?

We were delighted to welcome **Alan Danskin** from the **British Library** to help set the scene for the day. The British Library has just launched its new [Metadata Strategy \(2019-23\)](#), and Alan is expertly placed to provide an overview of the BL's strategic thinking, and how platforms, standards and business processes can come together to help shape cataloguing of the future. This event was very well received and CIG has expressed interest in hosting other similar events in England.

16<sup>th</sup> August Cigs Committee at our usual meeting place at the National Library Lawnmarket Building  
This was to plan future events.

23<sup>rd</sup> October – We sponsored one of our committee members, Laura Cagnazzo, to go to the Autumn Gathering and we will look forward to hearing her feedback at the next meeting.

21<sup>st</sup> November **Cataloguing & Indexing Group in Scotland**, in conjunction with the **UK Committee on RDA (UKCoR)** is hosting an **RDA Orientation Workshop** in Edinburgh at the Centre for Carbon Innovation.

This all day event will follow a part seminar, part practical workshop format. Presentations from **Alan Danskin** from the **British Library** and **Gordon Dunsire** from the **RDA Steering Committee**, will prepare delegates for the practical hands-on sessions.

The practical element will involve delegates using **RIMMF** (RDA in Many Metadata Formats) to explore different scenarios using elements and concepts from the **RDA beta Toolkit**. The aim of the day is to put the RDA theory into practice in a non-MARC environment, and to introduce delegates to the implications of Toolkit restructure and redesign (**3R**) and **LRM**.

Due to the practical nature of this workshop, delegates are asked to bring their own laptops with RIMMF version 4 installed. Further information for delegates will be provided following registration, and RDA experts will be available to support delegates in the practical sessions.

North Branch:

No activity to report at present – unfortunately, the Committee have not even managed to meet 'virtually'. The current Chair is standing down, and Sean has put out an appeal for North members to take up the reins.

Tayside Branch

The branch has had 3 Committee meetings since the last Council meeting, two physical and one via e-mail.

The Montrose Library visit in April coupled with the Meet the President event went very well. Attendance was in double figures and Yvonne Manning appreciated the effort everyone had made to come to the event.

We've discussed extending the legacy TAFLIN funds to members working in Fife. This will be discussed and a way forward confirmed at our AGM.

In regards to the TAFLIN funds the branch sponsored 4 places at the June Conference in Dundee and 2 more to the Autumn Gathering in October. Feedback reports from all those members who received a sponsored place are available via the branch webpage.

Our AGM is scheduled for Mon 25th Nov 2019 at 5.30pm. This is being linked with a visit to the newly refurbished Coldsides Library in Dundee.

The Committee is starting to struggle for members as although we have gained one new committee member this year 4 others have left.

We would hope to continue our schedule of visiting other libraries in 2020 and also hope to plan a social event. Exactly what form this may take has still to be decided.

West Branch report

### 1. Branch Events

**February 2019** Committee meeting, subsequent business decided over email.

**April 2019** CILIPS West hosted a well-attended Professional Registration and Portfolio Building event on behalf of CILIPS.

**June 2019** Committee member Ania Moron organised a visit to UWS Lanarkshire Campus & Library Visit for CILIPS Members.

**August 2019** Sponsored place at the Autumn Gathering - we were glad to offer a sponsored place at the CILIPS Autumn Gathering. This was won by Jessie Linardi-Nicol, Jessie has written a report for the CILIPS West webpage and it will be up soon on the CILIPS Website: <https://www.cilips.org.uk/cilips-autumn-gathering-report/>

**March 2019 / April 2019 / October 2019** Professional Registration Peer Support (Chartership Café) We held two Saturday and one evening session. Turnout was higher for the Saturday sessions so we will continue with those. Dates for 2020 will be out soon.

**November 2019** Career Evening for New Professionals. We partnered with CILIPS to host an event for CILIPS members who are in the early part of their career, including current students and recent graduate. A number of speakers, including CILIPS West committee members, from across the sectors gave some hints and tips on career paths in their sectors, the skills you might need, and how and where to apply for relevant vacancies.

### 2. Committee

Robert Ruthven stepped down as Chair. Heather Marshall is the new Chair.

### 3. Finance

We closed the separate branch account and CILIPS now hold the branch money in a central fund. This makes sense administratively and will be easier to manage.

East Branch

Membership

Membership of the committee has remained fairly representative of many facets of the profession, including secondary and further education, public and national libraries, law and retired members.

We are delighted to have Flora Fisher join the committee this year. We currently have some spaces on the committee, if you are interested please let us know and you can arrange to attend a meeting and try us out!

East Branch has a robust membership and if you have anything you would like to contact us about, (advocacy, events or training) please get in touch.

#### EB Committee

- Chair: Julie Sutherland
- Secretary: Susan Boylan
- Treasurer: Geoffrey Hamilton
- Branch Rep: Currently Vacant
- Webmaster: Kayleigh McGarry
- Events & Newsletter Manager: Alison Leslie

Also Mairi Anderson, Graeme Hawley, Jean Priestly, Lauren Thow and Flora Fisher with two vacancies.

#### Branch meetings

The committee have met several times over the year in addition to numerous online communications. In addition to organising events, training and supporting members. We have discussed advocacy, social media, fake news, library bagging venues and professional engagement.

#### Professional Seminars and News

##### Completed Events

- March 2019: Librarians Uncorked CPD Reading Group – “ALA Library of the Future: The Scottish experience of emerging library trends!”
- May 2019: Library Bagging – Royal College of Physicians, Edinburgh
- May 2019: Library Bagging – Dunfermline Library
- June 2019: Promoting Displays - “Here’s one I prepared earlier” event
- September 2019 - Library Bagging – French Institute
- September 2019: with Central Branch - Meet the President with Yvonne Manning
- October 2019 - Library Bagging – Wiki editing
- November 2019 : Library Bagging - Secret Treasures in University of Edinburgh
- November 2019: Librarians Uncorked CPD Reading Group – “The Ghosts of Librarians Past: Decolonising Library Collections and Classifying Dewey as Cancelled”

##### Forthcoming Events

- Library Bagging – Zine workshop at Central library
- Spring Quiz

## Future Plans

- Visit to V&A in Dundee – maybe joint with Central and/or Tayside Branch
- Working with CILIP rep at University of Edinburgh in developing topic based seminars and Chartership events for members e.g. reflective writing sessions and revalidation workshops
- Bibliotherapy - Escape, Connect, Relate project in Edinburgh and beyond

## Financial Report

Financially, the Branch remains very healthy.

## Liaison with CILIPS Council

This position is currently vacant, giving committee members a chance to attend and represent members on a rota basis. Council discussions have included: updating branch rules, creating an annual delivery plan, advocacy, supporting special interest groups and organizing the Cilips

Conference and Autumn Gathering. Thanks to Alison for representing East Branch at Council this year, Flora Fisher will represent us in 2020.

Council discussions have included:

- Involvement with Aye Write! Festival in Glasgow. CILIPS will sponsor a lecture in 2020.
- The Service Level Agreement
- Meet Our Members and New Voices blogs. More very contributors welcome!
- Suggestions for the CILIPS Annual Delivery Plan
- School Libraries Strategy Implementation Group
- Planning for the Annual Conference 2020
- Feedback from the Autumn Gathering 2019
- Affiliate Membership to be further discussed with Trustees and hopefully launched 2020/21.
- Apprenticeship Standards