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**CILIPS Tayside AGM 2019**

**Coldside Library, Monday 25th November 2019**

**Committee Attendance:** Neil Paterson (Chair), Laura Stewart, Mark McKay, Linda Hazle

**CILIPS Tayside Members:** Arlene Henderson, Shona Donaldson

1. **Apologies**

Apologies were received from Carol Moug, Maria Ramirez, John Dare and Kasia Sztostak. The meeting began with a welcome from Neil.

1. **Minute of the last meeting and matters arising**

Last year’s minute was proposed by SD, seconded by MM.

1. **Matters Arising**

* The proposed visit to the V&A Dundee has been abandoned due to costs and lack of information. Sean has also tried to organise this through V&A London with no success.
* It has been confirmed the committee no longer need a treasurer. It was noted the figures in the Funds report had a discrepancy – this was due to an uncashed cheque from last year.

1. **Chair’s Report**

Neil presented his report – see Appendix 1. The small size of our committee has been noted by CILIPS and this is not peculiar to us. CILIPS will be doing some promotion to encourage more members to join their local committees. Neil thanked the committee for their support throughout the year. It was noted that CILIPS have moved banks, from RBS to Triados. It was suggested we could approach people who received sponsored places throughout the year and ask if they would like to join the committee. Linda noted that Sean had done a talk at the University of Dundee and had promoted the committee at that time.  
Proposed by NP, seconded by LH.

1. **Funds Report and CPD Support**

Neil went over the years spending and confirmed that interest is accruing on the balance – see Appendix 2. The group were given legacy funds from TAFLIN and have been using these to support members attending training, rather than organise our own training. There was a discussion about opening up the funding to staff in Fife as TAFLIN covered both Tayside and Fife and it was agreed we would extend any funding offers to staff who work in Fife, with CILIPS Tayside administering the funds. Currently we support members to attend one event per calendar year however it was decided this was too limiting and we would consider recipients of sponsored places on a case-by-case basis.

1. **Social Event 2020**

The group are looking for ideas for a social event in 2020. Previously we have held quizzes. It was noted that East branch do library bagging with a passport. There was discussion over how to attract members to come to such events and how far they are willing to travel to attend. Suggestions included ten pin bowling, a secret cinema or a visit to the Inglis Memorial Library in Edzell. The committee will look at these at the next meeting.

1. **Office Bearers & Committee**

All elected members will continue in their current roles as follows for a further year. Neil suggested it would be healthy to rotate roles or offer others the opportunity the following year;

Chair and Branch Rep To Council – Neil Paterson

Secretary – Laura Stewart

Web Editor – Mark McKay

This was unopposed. The focus for next year is to recruit new members to the committee. Arlene Henderson agreed to join the committee. Neil confirmed we only need to be quorate for the AGM not committee meetings. There will be an email meeting in January.

1. **AOCB**

* The CILIPS conference will take place in Dundee on 1st and 2nd June at the Apex Hotel. The theme this year is Innovation and Disruption. Carol has suggested a session on how to attract young people into the library.

There was a Home Delivery conference in London for the first time – Neil has suggested this to Sean as a parallel session theme.

Sean is asking for ideas for the conference or to get in touch if anyone would like to speak at the conference.

* Neil has suggested to Sean about having an apprenticeship for Librarianship in Scotland as this is not currently in existence. This is being discussed at the moment but no further action has been taken so far.
* Neil thanked everyone for coming and closed the AGM. This was followed by a tour of the recently refurbished Coldside Library.

**Appendix 1 Chair’s Report**

Committee membership

Maria Jamirez is the only local CILIPS member to join the Committee this year.

A big thank you to Laura Cagnazzo, Tanya Duthie and Richard Hughes who have all stepped down from the Committee during this year. Laura has relocated to Glasgow for a new job and we wish her all the best for the future. Tanya and Richard have both stepped down due to other personal commitments.

Carol Moug has also said she will not stand for the Committee again in the forthcoming year. As a former Chair of CILIPS Tayside and a member of the Committee since the CILIPS Tayside branch started up again in 2014 we owe Carol a huge thank you for her leadership, involvement and support over the last 5 years. I hope the committee will agree with me in arranging for a token of our appreciation and gratitude to be sent to her.

The dwindling Committee membership is a concern but we are not the only branch with this difficulty. The central CILIPS office is to assist with promotion of branch membership in early 2020 targeting those new to the profession or those who are endeavouring to complete their Chartership.

Events and activities since last AGM

In line with CILIPS expectations we’ve successfully delivered a range of networking events and supported member CPD opportunities in the past 11 months.

A Dundee Libraries staff member received sponsorship to attend a **Better Social Media training course** organised by CILIPS in Glasgow in March 2019.

We had a very successful meet the president event tied in with our visit to **Montrose Library** in April 2019. Montrose Library is a Carnegie library and was closed for a period of time in 2018 for a refurbishment. Attendance at the visit was in double figures and Yvonne Manning, CILIPS President, was impressed with the turnout. My thanks to Angus Libraries staff who hosted us there and provided members with an informative talk and tour.

CILIPS Tayside sponsored 4 day places to the **CILIPS June conference** in Dundee. Staff from Abertay University, Angus Libraries, Dundee University and St Andrews University benefitted from the professional networking and CPD sessions throughout the Conference.

Similarly CILIPS Tayside sponsored 2 places at the **Autumn Gathering** in October 2019. Branch members from Grove Academy and Angus Libraries attended.

All seven reflective reports by those members who received CPD funded places are available on the branch webpage: <https://www.cilips.org.uk/branches-groups/branches/tayside-branch/>

Our AGM has been linked with a visit to and tour of the refurbished **Coldside Library** in Dundee. Like Montrose Library, it is another Carnegie library building and was recently refurbished during a six month closure. My thanks in advance to Dundee Libraries staff for hosting us and providing a tour of the building.

Professional Networks

I have maintained a link with CILIPS Consultative Council and attended the 2 meetings this year to represent the Branch. Feedback to Committee members has been provided as appropriate.

Branch Finances

The branch funds were transferred back into the main CILIPS bank account earlier this year but are ring-fenced for CILIPS Tayside use only. It was also confirmed that by doing so we do not need an identified treasurer on the Committee. I’ve prepared a separate report on our finances.

CPD funding

The branch continues to administer the legacy TAFLIN funds to support local CPD opportunities and training. At the request of committee members we will discuss the future use of these funds going forward into 2020 at the AGM.

Future Events

The Committee has discussed holding a social activity in 2020 to support professional networking and also attract new members to the Committee. This will be taken forward in the next few months along with plans for further CPD support as well as visits to other libraries.

It should be noted that East and Central branch are keen to organise cross boundary/joint events. One such joint visit in 2020 may be to Innerpeffray Library in Perthshire which the Tayside Committee has already discussed.

Neil Paterson

CILIPS Tayside Chair

November 2019

**Appendix 2 Funds Report**

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| Information extracted from the main CILIPS bank account |  |  |  |
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|  | Income | Expenditure | Balance |
| Balance at 01/01/2019 |  |  | £6,235.70 |
| Social Media Training costs, Mar 2019 |  | £108.50 | £6,127.20 |
| Montrose Library visit refreshment costs, Apr 2019 |  | £23.14 | £6,104.06 |
| Sponsored places at June Conference x 4, June 2019 |  | £480.00 | £5,624.06 |
| Sponsored places at Autumn Gathering x 2, October 2019 |  | £150.00 | £5,474.06 |
| Interest (23/8/18-22/11/19) | £22.40 |  | £5,496.46 |
| Balance at 22/11/19 |  |  | £5,496.46 |
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