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**CILIPS Tayside AGM 2020**

**Virtual Meeting via Zoom, Thursday 3rd December 2020**

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

**CILIPS Tayside Members:** Shona Donaldson

**CILIPS Members:** Sean McNamara

1. **Apologies**

Apologies were received from Kathleen Connor and Christine Sharp. The meeting began with a welcome from Neil.

1. **Minute of last AGM**

There were no queries over last year’s minutes. The minutes were proposed by NP and seconded by SD.

1. **Matters Arising**

None

1. **Chair’s Report**

NP presented the Chair’s report – see Appendix 1.

1. **Funds Report and CPD Support**

LS presented the Funds report – see Appendix 2.

The application for training on Heritage LMS by the Fife School Librarians was paused due to Covid-19. The committee had discussed supporting the application however we were looking for more information from the group. NP noted that although the training cost was quite high, it divides down to a reasonable amount per person. NP spoke to Elaine Haliburton about Dundee schools to see if anyone else could benefit from the training however they use Eclipse. There’s a query over Elmwood College but NP isn’t sure if they still use Heritage LMS. Plan of action to contact the Fife librarians to see if they would like to re-submit their application.

1. **Plans for 2021**

Plans for 2021 will be similar to the plans for 2020 which were delayed due to Covid-19.

NP asked SM to remind everyone in Tayside and Fife there is funding available for training – SM confirmed this would go ahead in the new year.

SM is hoping the 2021 CILIPS conference will be a physical event – the Apex is booked for June however this remains under review. SM noted the Autumn Gathering will likely remain online.
LS and NP have spoken about the Business Plan for 2021 and it’s broadly similar to that of 2020.

1. **Office Bearers & Committee**

The following members were elected:

Chair and Branch Rep To Council – Neil Paterson

Secretary – Laura Stewart

Web Editor – Mark McKay

Treasurer – Linda Hazle

This was unopposed. The focus for next year is to recruit new members to the committee. NP noted the same people have been in office for several years and it would be good for a changeover next year if possible.

1. **AOCB**

SM thanked the committee for keeping everything going during a difficult year. Although we are a small committee, we’ve done at least as much as the other branches this year. He also thanked the group for sponsoring places as it helps local people attend CILIPS events. He noted that Elizabeth has got a new job in Health Libraries and wished her luck – a new person will be taking up her role in the new year.

LS thanked SM for setting up the Zoom meeting for us this evening.

NP thanked everyone for attending.

**Appendix 1 Chair’s Report**

It has been a challenging year for many due to Covid-19 restrictions. Branch activities have been similarly challenged and curtailed as many of the Committee have been furloughed or working at home for extended periods.

Committee membership

We continue to be small group. Arlene Henderson left the Committee in early 2020 after securing employment out with the library profession. No additional local members have asked to join the Committee and CILIPS promotion of branch membership will be carried over to 2021 as an action point in our Branch Business plan.

Events and activities since last AGM

As already highlighted, activities this year have been restricted due to Covid-19. Only one Committee meeting was held on 5th March 2020, just before the national Covid lockdown in Spring/early Summer.

Several branch members joined a virtual Meet the President Event which was held on 20th May 2020. This event was in partnership between CILIPS Central, CILIPS East and CILIPS Tayside branches.

Our AGM this year is via Zoom due to social distancing necessities. Let us all hope we can meet in person again before the end of 2021!

Professional Networks

We have maintained a link with CILIPS Consultative Council. Laura Stewart, our Secretary, attended the Consultative Council in April which was held via Zoom. I had intended to attend the recent Council meeting in November, again via Zoom, but was unable to do so due to technical difficulties. I had a telephone catch up with Sean McNamara the following week.

Branch Finances

Our funds remain ringfenced within the main CILIPS bank account. Laura will talk through the report for members.

Future Events

I intend to reopen a dialogue with the V&A Dundee concerning partnership events. Leonie Bell is their new director and seems to be keen to establish more local networks and partnerships.

Neil Paterson

CILIPS Tayside Chair

December 2020

**Appendix 2 Funds Report**

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|  | Income | Expenditure |
| Opening Balance  |  £ 5,496.46  |  |
| 2 places conference - Oct 2020 |  |  £ 80.00  |
| Interest 23/11/19 - 30/11/20 (estimated) |  £ 20.00  |  |
| Closing balance |  £ 5,436.46  |  |

The branch continues to administer the legacy TAFLIN funds to support local CPD opportunities and training.

CPD funding opportunities

The school librarians in Fife had requested assistance to fund an IS Oxford training session on their LMS, Heritage during the 2020 school summer holidays. Although agreement for this had been discussed amongst Committee members the training session was ultimately abandoned due to Covid restrictions. The librarians’ request may be re-submitted in 2021.

In addition CILIPS Tayside sponsored day places at the annual CILIPS conference. In return for sponsorship applicants had to provide a short written piece on their experiences and learnings for the CILIPS Tayside webpage. The Conference eventually moved from being a two-day physical meeting in June to an online virtual conference in October, replacing the Autumn Gathering.

Two local members from Perth College and Fife Libraries bid for sponsored places and attended the event. A third applicant dropped out before the Conference however our Secretary, Laura Stewart, also attended, taking up the free space offered to a member of the Tayside Committee.

Both attendee reports from the event have been received and will be added to the CILIPS Tayside webpage in due course.

Laura Stewart

CILIPS Tayside Treasurer

December 2020