

Committee meeting, 8 October 2008



Present: Rose Goodier, Gillian Wilson, Marjory Lobban, Joanne Docherty, Graham Titley, Sarah Washford, Gerry Coyle, Marian Hesketh, Linda Clarke (observer)

1. Apologies

Apologies were received from Christina Allgood, Sue Clarke, Alan Cooper and Peter Robinson

2. Minutes of Previous Meeting

The minutes were accepted as a record of the previous meeting – proposed by Graham and seconded by Marjory

3. Matters Arising from the Previous Minutes

The deadline for returning the old BL issued IFLA vouchers was queried and it was confirmed that the deadline is 31 Oct 2008.

Update: The retirement of these vouchers has now been cancelled and old vouchers will continue to be valid.

4. FIL Committee Officers 2008-9

Following the elections at the AGM, the following were welcome to the FIL committee: Gerry Coyle, Christina Allgood and Sue Clarke.

Joanne Docherty has taken over as FIL Treasurer and Marian Hesketh volunteered to take on the role of Membership Secretary. It was agreed that marketing should be coordinated by the conference subcommittee and Gerry Coyle has offered to assist in production of publicity.

The conference sub-committee for Interlend 2009 is Gillian Wilson, Sarah Washford, Marjory Lobban, Marian Hesketh and Sue Clarke.

5. Financial Report

All treasurer's records have now been transferred to Joanne and all organisations currently paying by BACS have been notified of the change of address. Carol has also dealt with all outstanding conference invoices. The only outstanding membership fee from 2008 is due to an error in payment and this is currently being investigated. It was agreed that membership renewal forms should emphasise the change of details for the treasurer.

Action – Joanne to email committee a summary of income and expenditure for Interlend 2008

*Update – The income for Interlend 2008 was £24, 832.47 and expenditure was £29,776.51. The amount subsidised by FIL was £4,944.04.
The balance of the account as of 9 October 2008 was £44,258.86*

It was also noted that the committee had agreed to investigate an account with a better rate of interest.

Action – Joanne to investigate possible change of account.

6. Membership

Marion will liaise with Tracey in regard to the role of Membership Secretary.

7. FIL Website

The AGM papers have been removed and the news and conference pages have been refreshed with presentations added where available. The AGM minutes for 2007 have been loaded

The newsletter archive has been added and is being completed. Numbers 8, 9 and 15 are still missing and we are currently awaiting copies from the British Library. It was noted that the committee may need to check whether there is a limit on file space as there may be a need a for separate host for the archive.

It was noted that the changes to the committee would be updated as soon as details for new committee members had been confirmed. The committee queried whether the website was currently backed up by CILIP.

Action – Graham to amend Robert Krall’s ppt presentation to make it suitable for upload (Sarah to forward presentation)

Gill to update committee pages and contact information for membership

Gill to check whether CILIP backup the website

8. Interlend 2008

The committee discussed the evaluation forms submitted by delegates to Interlend 2008. It was noted that the conference was generally seen as a great success.

Delegates particularly appreciated the coach transfer and it was agreed that this would be considered for future conferences. Delegates also marked the majority of speakers as good or very good and the venue was a welcome change to previous years. The committee was also pleased to hear positive feedback from speakers attending the conference.

Due to the location of the venue there were no visits or tours arranged for 2008 and delegates missed the opportunity to relax and network. It was noted that a lot of content was packed into the conference and some of the days were very long.

The necessity of holding the AGM at the conference was queried but it was agreed that the AGM needs to take place with as many members as possible present and the conference was the best opportunity for this. It was noted that the AGM should not take longer than 30 minutes and needs to start promptly to enable the rest of the conference to keep to the timetable.

9. Interlend 2009

It was agreed that Interlend 2009 would take place either the week beginning 22nd or 29th June and the first venues to be approached would be the Lancaster House Hotel and the North Lakes Hotel. Chester was also suggested as a possible alternative location.

Topics discussed included: Ethos and theses services; institutional repositories; an open BL session; research reserves; non book media; ILL charges between libraries; networking and professional development; linking e-signatures to ILL software; search techniques; alternative databases and dealing with failed requests; user education, e-books and e-book readers; reference checking and deciphering requests; explaining ILLs to users via websites and leaflets;

It was agreed that exchange of experience sessions or workshops should be topic based rather than sector and could include software based groups. It was also suggested that Waterstones be approached to demonstrate the Sony eBook reader.

The agreed theme for the conference was Keeping It Simple: support, development, practicalities.

Action – Sub-committee to continue with conference organisation

10. Other Future Events

a. East Midlands

Linda Clarke attended the meeting as an observer to discuss the planned FIL/LIEM event. The event is planned for 8th January 2009 at University of Leicester. It was agreed that FIL would cover the costs of catering and any speaker costs.

Draft timetable for the day:

10.00 Registration
10.30 Welcome – FIL /LIEM
10.45 Louise Jones – director of Library Services, Uni of Leicester
11.00 Speaker 1 (BL update?)
11.45 Speaker 2
12.30 Lunch
13.30 Tour of David Wilson Library
14.30 Exchange of experience workshop
15.30 Refreshments
16.00 Review of workshops
16.30 End

There is a maximum of 50 people for the event and costs were agreed as £20 for FIL/LIEM members and £30 for non-members.

Rose will attend to represent FIL

**Action – Rose to contact Peter about a speaker from the British Library
Linda to book the room and confirm the date**

Gill to find out about a music workshop facilitator
Rose to facilitate a workshop on international lending
Linda to facilitate a workshop on SED
Linda to co-ordinate marketing with LIEM
Linda to deal with bookings and liaise with Gill about getting the information on the website

b. South West

Lynn Osborne is planning to hold an event in the SWRLS region and would be interested in FIL involvement.

Action – Graham to talk to Lynn about a SWRLS event

c. Wales

Caroline Rauter and Marie Lancaster have approached the committee about holding a regional ILL event in Wales with FIL support. It was agreed that FIL would be happy to support this event and that Caroline and Marie should be invited to the January committee meeting to work out the details.

Action – Rose to invite Caroline/Marie to the January committee meeting

The committee also discussed the idea of putting together a toolkit for regional events supported by FIL including publicity that could be easily amended.

Action – Gerry to put together a general flier that can be amended for regional events

11. FIL Newsletter

The next issue of the newsletter is due to be published in November but the editor is currently struggling to find enough material. Suggestions for future articles included more ‘day in the life’ articles from committee members, an article on new ILL systems, articles about Ethos and SED. The November newsletter should also include an advert for the 2009 conference.

12. IFLA Report

Rose attended the Boston satellite conference and the IFLA conference in Quebec and has written reports on both for the November newsletter. She also attended the section meetings at the events. It was noted that Rose is currently the only UK representative and another representative from the UK would be welcome, possible from the British Library.

The next IFLA conference will take place in August 2009 in Milan and the next ILDS conference will take place in October 2009 in Hanover. ILL guidelines and principles are being compiled for presentation at the ILDS conference and an ILL model handbook should be available in 2010.

13. CONARLS Report

The following report was submitted by Gillian:

Conarls Meeting Minutes are available on the Conarls website:

<http://www.conarls.org/index.php>

The Conarls IRU rate increased with effect from 1st August to £5.50, as agreed at the Conarls AGM in May.

The Merger between Conarls and The Combined Regions (TCR)

The proposed merger is in progress (the proposal is that Conarls merges with TCR and becomes the operational arm of the organisation. Members of FIL have been invited to comment on the proposed merger, and these comments have been passed to Conarls. The majority of comments received have been favourable, with the exception arising from likely confusion between The Combined Regions and OCLC as two entirely separate organisations.) The merger is likely to take effect from April 2009 subject to the following conditions:

- a) The Conarls working group would continue to meet regularly (propose twice a year);
- b) There would be channels for all interested parties to contribute, even bodies who are not members of TCR (e.g. The Library Council, FIL, IAML);
- c) The cost of membership of the merged organization would be less than the total cost of membership of the two organizations as currently constituted;
- d) The Conarls IRU Cost Scheme would continue to operate as normal;
- e) Conarls funds would be transferred to a ring fenced account within TCR, specifically for the purpose of funding activities concordant with the current Conarls Terms of Reference.

Newsplan

A database of Newspaper holdings originally set up with funding from BL, but no longer funded.) There may be some scope for Conarls to become involved in a national co ordination project in the future, but Conarls can't commit to doing so at this time.

Music Sets

There is to be some discussion about a proposed mapping exercise to determine which libraries hold music set collections (but not what they are) at a future meeting.

Walk In Access to Electronic Resources

A mapping exercise is currently underway to determine access to e resources in HE and FE institutions.

University of Leicester Event

Libraries & Information East Midlands (L&IEM) are liaising with the University to arrange this event. Conarls will be happy to publicise the event in the region.

14. BL Report

There was no report from the BL

15. Dates & Place of Next Meeting

The next meeting will be held on 14 January 2009 at the BMI, Birmingham.

16. AOB

None