

**Forum for Interlending and Information Delivery Committee Meeting**  
**Birmingham and Midland Institute, Birmingham**  
**Wednesday 22 April 2009**

**Present:** Rose Goodier, Graham Titley, Joanne Docherty, Marjory Lobban, Marian Hesketh, Sarah Washford

**1. Apologies**

Apologies were received from Gillian Wilson, Christina Allgood, Gerry Coyle and Peter Robinson

**2. Minutes of Previous Meeting**

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

**3. Matters Arising from the Previous Minutes**

Sue Clarke sent her apologies to the last meeting. She now written to the committee as she feels she needs to resign at this point due to long term absence from work. Rose has reluctantly accepted her resignation.

There will now be 3 vacancies to be filled at the next AGM.

**4. Financial Report**

The current account balance is £50,425.38. Of the 188 membership invoices sent in January only 20 are still outstanding. There were 12 new members and 5 cancelled memberships (including those mentioned in the previous committee minutes).

The expected income from the FIL/LIEM event is income £700, there are 6 invoices still outstanding. The expected income from the FIL@BLDSC event is £2,460 with 10 invoices still outstanding.

So far the expected income for the 2009 Conference is £13,480.

It was noted that the organisation still has a very healthy bank balance. The previous year's financial information has been sent to the auditors but not yet returned to the treasurer.

**5. Membership Report**

12 new members have recently joined FIL. It was noted that events where a discount is offered are a good incentive for membership.

Rose has updated the FIL mailing list

**6. FIL Website**

The minutes of committee meetings on the website are now up to date and the list of members is being updated as new members join. The archive of FIL newsletters is now complete and is currently publicised on the front page of the website.

Other items recently loaded include the latest version of the Lending Theses PDF and presentations from the FIL/LIEM event. It was noted that Joan Bird's presentation was not available for upload. Documents from the FIL@BLDSC event have all been moved to the past events page.

Updated information includes the winner of the ILDS sponsored place and booking information for Interlend 2009.

It was noted that Gill will be away from work for a few weeks and any urgent amendments should be sent direct to Alan Cooper in her absence.

## **7. Interlend 2009**

55 bookings have been received so far not including the speakers. It was agreed that committee members should meet at least once a day to check details and share out tasks. Committee badges should be a different colour to enable delegates to clearly identify committee members.

After the main conference there will be an ILLOS meeting to enable anyone who would like to discuss the ILLOS wind down to meet with Andy Hartland and other ILLOS users.

## **8. Interlend 2010**

It was agreed that Interlend 2010 should be held in the East Midlands with Nottingham the first choice of location. The week beginning 28th June 2010 is the proposed date depending on the chosen venue.

The conference team will start to investigate possible venues after this year's conference and report back to the next committee meeting with their recommendations.

## **9. Past Events**

### **a. FIL@BLDSC**

There was a great response to this year's FIL@BLDSC event. Delegate numbers had to be capped at 80 although 87 applications were received in total. There was some disappointment at the lack of a tour but it was noted that this was very difficult to fit into the programme. It was agreed that next year's advertising should make it clear that the event does not include a tour. There were some problems with transport as a few delegates did not realise how far BLDSC was from transport links. All delegates need to receive clear information next year on proposed finish time and distance to station/travel time. It was also reported that the room was a little small for 80 delegates and a problem with the audio system made it difficult to some delegates to hear.

It was agreed that there is a definite demand for 2 BL events a year, 1 in Boston Spa and 1 in London.

## **10. Future Events**

### **a. FIL in Wales**

This event is due to take place on 14 May and is expected to be well attended. Sarah to attend on behalf of FIL.

### **b. SWRLS Training Day**

A training day is being organised by SWRLS in conjunction with FIL to take place on 26 June at Exeter Central Library. Sarah and Graham to attend as trainers. This will be a small event of 10 to 15 delegates focussing on practical information.

### **c. FIL @ BL London**

It was agreed that a BL London day should be arranged for autumn 2009. Topics could include eTHos, e-signatures, HE subscription charging, FileOpen, future of BLDSC.

**Action: Sarah to speak to Peter for initial planning.**

### **11. FIL Newsletter**

As Marjory's term on the committee will end in June there will be a vacancy for newsletter editor to be filled in October. Marjory confirmed that she is happy to carry on as editor for the autumn issue and will then hand over to the new editor once appointed.

The current printers are arranged via a University of Edinburgh account so there may be a need to change printers or set up an alternative account. It was agreed that the printers have been very good with excellent quality and turnaround of printing so it would be worth setting up a FIL account with them direct.

Items for the autumn newsletter may include: reports from Interlend 2009; a report from Rose on Milan; a report from Caroline and Marie about the FIL in Wales event; a report from the SWRLS training day; the chair's report from the AGM; a report from FIL@BLDSC by Graham.

### **12. IFLA Report**

Rose circulated the draft minutes of the latest meeting which was held in Hannover in February. Planning for the ILDS conference in October 2009 is well under way. There has been a recent IFLA restructure and moving the committee from Division 5 (Collections and Services) to Division 2 (Collections) and the committee has expressed objections to the move.

The current chair, Kim Baker, will stand down as chair in Milan and an election for chair will then take place. Rose Goodier will continue as secretary for a second term.

Following a good number of speaking proposals for Milan all speakers have now been confirmed. A good number of proposals have also been received for ILDS in Hannover and over 200 delegates are expected. Sheila Houldin from Cheshire Libraries has won the FIL sponsored place to ILDS. Sheila will report to the FIL committee in January 2010 and also write a report for the FIL newsletter.

The document 'International Resource Sharing and Document Delivery: Principles and Guidelines for Procedure' has now been formally approved and will be ready to circulate at the conferences in Milan and Hannover.

The first draft of the Model Handbook should be available by the end of 2009, ready to be launched in Brisbane at the 2010 conference.

The next committee meeting will be on 22 August in Milan. Rose will continue as the FIL representative to the IFLA committee for a further 2 years.

### **13. CONARLS Report**

Excellent feedback has been received from the regions following the FIL/LIEM event in January and there is much interest in the FIL in Wales event planned for May.

IAML are looking for a way of sustaining and developing the Encore database of music performance sets. The possibility of hosting the database on the Conarls/TCR site was discussed. Further information was requested, and a proposal will be prepared by IAML in due course.

The proposed merger of Conarls with The Combined Regions took effect from 1 April 2009. The draft Terms of Reference were circulated to the FIL committee. The new organisation remains committed to working in association and partnership with FIL.

There will be a new TCR website, which will include an area for Conarls. Some of the information from the existing Conarls site will be redesigned and transferred. The website may be used to disseminate agendas and so on, allowing organisations to choose the most suitable representative to send to any given Conarls meeting.

#### **14. BL Report**

The committee was informed that Customer Services now require an account number when you phone and all calls have to be logged. SED via Adobe Digital Editions is still a problem. ARIEL delivery is available as an alternative but at present it is not possible to request ARIEL delivery via UnityUK (this issue has been raised with OCLC). FileOpen is not yet available. It was noted that some libraries have had to resort to paper copies due to problems with SED and this is an added expense.

#### **15. Changes to Travel Expenses**

It was agreed that the current rate 25p per mile for car journeys is very low in comparison to similar groups such as CONARLS and UK serials group. A new rate of 40p a mile was agreed with future adjustments possible if necessary.

#### **16. Date & Place of Next Meeting**

The next committee meeting will be held on Wednesday 14 October 2009 at the BMI, Birmingham.

#### **17. AOB**

Rose has agreed to continue as administrator of the FIL mailing list for the time being as she will still be involved with the committee as the IFLA representative. Graham expressed an interest in being consider for the position of chair at the next committee meeting.

It was agreed that there would not be paper copies of AGM documents available on the day and this would be made clear when the documents are circulated by email.