

## CILIPS North East 2017 AGM

Thurs 25<sup>th</sup> January 2018 (Postponed from Thurs 7<sup>th</sup> December 2017)  
Committee Room, Aberdeen Central Library from 6:30pm

Present: Christine Brooks (Chair), Jane Brebner (Secretary), Andrew Mackie (Treasurer), Alison Burnett (Web Editor), Gwen Alexander, Rory MacLeod, Christine Strachan, David Oswald, Ross Wilson & Dr Duncan McKay.

Apologies: Lynsey Gibson (CILIPS Council Rep), Ewan Scott (CILIPS Trustee) & Gabrielle Rakotoarivony

### 1. Welcome and Apologies

Christine welcomed everyone to the meeting and apologies presented.

### 2. Minutes of Meeting on 9<sup>th</sup> November 2017, plus AGM Minutes from 1<sup>st</sup> December 2016:

Both minutes were reviewed and agreed.

### 3. Matters Arising:

- **Possible Workshop for 2018** - Christine asked for an amendment on the last minutes from 9<sup>th</sup> November, in regards to name of planned workshop in February/March 2018, from General Data Protection Regulations (GDPR) to Digital Security.
- **Information Event** - Andrew attended the Grampian Information Meeting although Chair, Diane Bruxvoort, is stepping down, she has said to get in contact with GI and the Committee is happy to collaborate on event in 2018.

### 4. Chair's Report (Christine Brooks):

Christine spoke about events that had happened during 2017:

- Two events happened in 2017, firstly there was the talk by NHS Grampian Archives held at the Sir Duncan Rice University Library in March. 29 People attended.
- There was also the Meet the President event in May with 10 people attending.
- CILIPS Conference sponsored place offered and the successful applicant attended in June.
- Thanks to Aberdeen City Library Service and Aberdeenshire Libraries for using their Venues for meetings during 2017.
- Thanks to all Committee Members throughout 2017.
- Committee Members to step down are Gabrielle Rakotoarivony, Diane Scott, Keith O' Sullivan, Ian Lumsden & James Nock.

### 5. Treasurer's Report (Andrew Mackie):

- **Andrew** delivered a short account of the branch's finances for the past year. Balance at date of 2016 AGM (1<sup>st</sup> December 2016) was **£145.95**. The current balance of the account is **£255.95**. Please see the statement below for a full breakdown of income and expenditure.

<b>Income</b>	
Funds provided by CILIPS	£200
<b>Total income</b>	<b>£200</b>
<b>Expenditure</b>	
CILIPS Conference sponsored place	£80
Bank maintenance charge for October 2017	£5
Bank maintenance charge for November 2017	£5
<b>Total expenditure</b>	<b>£90</b>
<b>Balance of account</b>	<b>£110</b>
<b>Balance at date of 2016 AGM (1st December 2016)</b>	<b>£145.95</b>
<b>Balance at date of 2017 AGM (25<sup>th</sup> January 2018)</b>	<b>£255.95</b>

## North East Branch

- Bank charges are now being deducted from Account as of October 2017. Discussion around whether we have the Bank Account going forward and whether we can transfer funds to CILIPS. Sean McNamara has agreed that we can do this. Questions were asked in regards to how expenses would be paid and bank transfers occur. Andrew to ask Sean and report back. But it was agreed going forward that funds be transferred to CILIPS.

### 6. Election of Committee

ALL committee members stepped down to then the following be re-elected for 2018:

- **Chair:** Christine Brooks (Nominated by David Oswald/Seconded by Gwen Alexander)
- **Secretary:** Jane Brebner (Nominated by Christine Brooks/Seconded by Alison Burnett)
- **Treasurer:** Andrew Mackie (Nominated by Jane Brebner/Seconded by Christine Brooks)
- **Web Editor:** Alison Burnett (Nominated by Christine Strachan/Seconded by Christine Brooks)
- **CILIPS Council Rep:** Lynsey Gibson (Nominated by Christine Strachan/Seconded by Jane Brebner)
- **Other Committee Members:**
  - Ewan Scott (Nominated by Jane Brebner/Seconded by David Oswald)
  - David Oswald (Nominated by Alison Burnett/Seconded by Gwen Alexander)
  - Christine Strachan (Nominated by Andrew Mackie/Seconded by Alison Burnett)
  - Gwen Alexander (Nominated by David Oswald/Seconded by Alison Burnett)
- CPD Network Representative post to be discontinued and enquire with CILIPS as to what the plans are going forward
- Committee limit agreed and set at 15 maximum.

### 7. AOB

- **Gmail account** - Jane has discovered that the Branch has another e-mail account, just enquiring whether it was still needed. Maybe used as a recovery email, Jane to investigate before closing.
- **Business Plan** - Christine spoke about the Business Plan 2018 to be amended and sent to CILIPS. Financial planning section to be amended by Andrew Mackie.
- **Events planned for 2018:**
  - Student Talk at RGU. **ACTION:** Christine Strachan to enquire
  - Possible talk on HMP Grampian. **ACTION:** Jane Brebner to enquire
  - Gwen Alexander spoke about possible Role of Storytelling/Literacy talk and will investigate.
  - Quiz - David to investigate week day in April at the Blue Lamp. £2 cost per person to take part.
  - Digital Security Workshop will be during an afternoon (4 hours) at Airyhall Library.

### 8. Next Meeting:

- Thursday 1<sup>st</sup> March - Committee Room, Aberdeen Central Library from 6pm