



**Minutes of the LIHNN Coordinating Committee
Held on 10th May 2017 at 10AM-12.30PM
CMFT, Manchester**

PRESENT	Mike Hargreaves (Chair) Jo Whitcombe (JW) Kathryn Graham (KG) (Secretary) Susan Smith (SS) (Treasurer) Gil Young (GY) Kieran Lamb (KL) Bernie Hayes (BH) Mary Hill (MH) Paul Tickner (PT)
APOLOGIES	Debra Thornton (DT)

NO	MINUTES	ACTION
3	APPROVE MINUTES OF THE PREVIOUS MEETING The minutes were approved as an accurate record of previous meeting	GY to contact Katie Nicholson regarding joining the committee
4	MATTERS ARISING AND REVIEW OF ACTION LOG	
5	TREASURER'S REPORT No outstanding balances declared from 2016/17 Email to be sent out regarding organisation membership payment and payment structures Conferences booked for this year currently missing from accounts due to incomplete information	SS and KG to email organisations regarding LIHNN payment
6	HCLU/K4H UPDATE HEE is currently undergoing a restructure. As a hosted unit funded by HEE HCLU will form part of the second part of this process which is scheduled to take place later in the year. The budget for 2017/18 is yet to be confirmed K4H knowledge management training sessions taking place NW, NE, YH, and NW public information session taking place #milliondecisions campaign suspended in lead up to general election – avoidance of associating directly with politics	
7	GROUP UPDATES GY - Vicky Bramwell taken over as chair of mental health group; mental health group event in July, including NE GY to write annual report of CPD and programme for next 12 months, to report back to committee MOOC on searching skills – money left over to be used to turn 6 MOOC modules into standalone courses – Michelle Madden working on MH - Cancer e-book collection close to being fully accessibly in NW	GY to speak to Michelle Madden about feasibility of shared resources/searches for clinical librarians

	<p>Stephen Woods of UHSM to become acting manager at UHSM library and LIHNN list admin</p> <p>PT - Clinical librarians John Addison course to continue and gain more structure, with a unifying annual theme – potential to look into a system for sharing resources between clinical librarians via LIHNN platform</p> <p>Chair - Education and Research Act – new Office for Students created with power over various aspects of HE – health seen it affecting nursing courses and funding</p>	
8	<p>CONFERENCE SPONSORSHIP 8 people received sponsorship to attend CILIP conference</p> <p>Sponsorship awarded to Steve Glover and Olivia Schaff for 9th International Clinical Librarian Conference</p>	
9	<p>KNOWLEDGE FUND Email received from Emily Hurt – raising question of potential funding surrounding health librarianship (research, publications, etc), GY to discuss specifics with Emily</p> <p>Another potential for pooled resources (issue brought up regarding high cost and cancellations of UpToDate)</p>	GY to email Emily Hurt requesting proposal and specifics
10	<p>WEBSITE Ongoing issues of LIHNN and HCLU sharing a website, as HCLU is having to extend to other regions in the north Website contains out of date information and resources are scattered (blogs, etc) Should each network have its own website, all with links to HCLU? Subgroup proposed to discuss issues relating to website: GY to represent HCLU and KL to represent NW; GY to enlist representatives from NE and YH</p>	<p>GY to enlist representatives from other networks</p> <p>GY to look at LIHNN wiki and give access to all members</p>
11	<p>HELPING HANDS Discussion concerning this to be discussed by newly formed website subgroup</p>	
12	<p>SIGNATORIES FOR BANK ACCOUNT Lisa McLaren and Linda Ferguson to be removed as signatories on account Two current members of committee to volunteer as signatories – MH and KL proposed and accepted as signatories on LIHNN account HCLU and LIHNN accounts to separate</p>	<p>SS to send forms to KL and MH for proof of ID etc</p> <p>KL and MH to provide information to SS</p> <p>SS to remove Lisa McLaren and Linda Ferguson from account</p>
13	<p>VICE CHAIR APPOINTMENT Recap of initial proposal idea for vice chair from last meeting's minutes – vice chair's role explored and defined as supporting the chair and acting as chair in chair's absence PT proposed as potential vice chair – will be re-visited at next meeting</p>	

14	<p>ANY OTHER BUSINESS</p> <p>Group updates required for LIHNN briefing in June – SS and KG to contact groups</p> <p>Christmas Study Day – to be discussed in June</p> <p>E-resources awareness to be brought up in short presentation at LIHNN/HCLU briefing in June – KL to organise</p> <p>BH and Lisa Ferguson leaving committee – committee’s thanks extended</p>	<p>SS and KG to email LIHNN groups for updates before briefing</p> <p>KG to add Christmas Study Day to June agenda</p> <p>KL to organise presentation on e-resources for June briefing</p>
15	<p>DATE & TIME OF NEXT MEETING</p> <p>LIHNN/HCLU briefing and LIHNN AGM – Tuesday 13th June 2017 10-12:30</p> <p>LIHNN Coordinating Committee Meeting – Tuesday 13th June 2017 13:30-15:30</p>	