**Present (via MS Teams)**

Heather Steele HS

Craig Abbs CA

Helen Swales HJS

Sarah Hennessy SH

Madeline Hannah MH

Fran Morrisroe FM

Helen Curtis HC

Chris Lawton CL

Alice Stoba AS

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| **No.** | **Agenda Item** | **Actions** |
| 1. | **Welcome, Introductions and Apologies**  Apologies from Joanne Naughton |  |
| 2. | **Notes of the Previous Meeting**  The minutes of the last meeting were recorded as correct with slight amendment to CPD information added by HS |  |
| 3. | **Matters Arising**  None reported |  |
| 4. | **Finance Update**  CA reported that the balance of accounts was currently £14,444  Preparations are now underway for the 2023 renewal cycle with CA listing his home address on the invoice. |  |
| 5. | **CPD Update**  Randomised Coffee Trial – Fran, Fed and Helen have met to launch this – 32 people across the North signed up.  Evaluated well.  Will look to run again running the event possibly after Easter.  One comment about pen pans – library assistants struggling to get away from desk there was a discussion about this and also whether some people might feel more comfortable with a conversation via email. |  |
|  | Christmas event – 30 delegates booked. 23 attended.  Good feedback.  Massive thanks to Heather and Ingrid Francis for leading on this    Revalidate in a morning - open to all library staff across the North – repeating the successful event held last year.  (Led by Gil Young and Victoria Treadway)  9th February 2023, 9.30 – 12.30.  20 delegates from around the UK so far. CA commented that he had issues around receiving his results. HJS to raise at next event.    Ned Potter Ux – 23rd March – 10 – 11.30.  Will be open to book shortly    LILAC Conference – University of Cambridge, 19 – 21 April 2023.  One bursary offered by YOHHLNet – deadline of 20th January, to notify by 27th January.  We have place reserved for YOHHLNet    On the radar – face to face event – summer 2023.  Maybe early June (and not near Health Libraries Week)    Discussion around other events for library assistants (via Claire Bradshaw).  Maybe May time and/or as part of face to face event? (different people will be able to attend)    Keeping in Touch / Chat Space – last one Tuesday 22nd November, 1 - 2 pm led by Sarah Hennessy.  One attendee.   HJS has no plans to do any more    Critical appraisal peer support – Craig Abbs leading on this    HLG 75th birthday – Samantha Gavaghan write up in progress    Shadowing directory – now very out of date HC to amend list and ask for new participants | **HJS**  **HC** |
| 6. | **Website updates**  FM was also asked to add the committee meeting notes to the website | **FM** |
| 7. | **AOB**  None discussed |  |
| 8 | **Date of next meeting – Tuesday 21st March 2023 10.00-12.00 via TEAMS** |  |