

Yorkshire and the Humber Health Libraries & Knowledge Network (YOHHLNet) Committee

Date: Wednesday 15th November 2017

Notes of the Network Committee Meeting

Present:

Janet Sampson (Chair)	JS
Katherine France	KF
Rebecca Williams	RW
Joel Kerry	JK
Natasha Craigs	NC
Dominic Gilroy	DG
Heather Steele	HS
Paul Twiddy	PT

Apologies

Helen Barlow	HB
Chris Lawton	CL
Jo Marsden	JM
Sarah Hennessy	SH
Hazel Brownhill	HB
Helen Rotherforth	HR
Rocio Rodriguez-Lopez	RRL
Maria Simoes	MS

No.	Agenda Item	Actions
1.	Welcome, Introductions and Apologies JS welcomed all to the meeting and apologies were made on behalf of those listed.	
2.	Notes of the Previous Meeting The minutes were agreed as an accurate record with a minor amendment in the CPD section to describe a “study day” rather than a “study.”	
3.	Matters Arising Social media SIG was approved and DG reported that further to the meeting he had discussed the issue with Abbas from BRI. The team at BRI will set-up the SIG and complete the TOR documents etc. The group agreed to change the meeting dates for March and July due to clashes with other events. The July date will also include the AGM.	JS to contact Abbas in the new year to support the set-up of the SIG.
4	Finance JS provided an update from HR – there are now 24 members in total. There has been some difficulty with getting invoices paid from some organisations; however most invoices have now been paid. There has also been some interest in joining from Medical Protection Society and Public Health England. The current balance is £12,458 but we are awaiting some invoices and receipts.	
5	CPD Update An update was provided by KF and DG: <ul style="list-style-type: none"> Paraprofessionals training is taking place in January at both Leeds and Sheffield. Bookings for this training are currently being taken. Sarah Massey 	

	<p>and PT are undertaking the sessions. It was agreed that bookings should be opened up to the North East if places are left.</p> <ul style="list-style-type: none"> • Details of a critical appraisal study day will be released shortly. • The strategic thinking strategy day for 23rd November is almost full. • The metric study day will be advertised shortly. This day will be led by Alan Fricker and HS • A Knowledge Management day is being organised by a leadership group – further details to follow • Action Learning Sets – a group will go ahead in Leeds. DG is arranging mutually convenient date. • Northern Conference. This will be discussed at the next HCLU meeting – for wider involvement from other networks • JK suggested that the network consider HLG conference bursaries - £300 per person. Bookings will be taken from Dec 2017. Calls for posters/presentations to follow in due course. • Synthesising and summarising course – evaluation form will be distributed shortly • There will be a twitter chat for #ukmedlibs next week which will discuss the TNA 	<p>HB, KF and the CPD SIG to continue to progress the events.</p>
6	<p>YOHHLNet Christmas Event HS updated on progress for the event:</p> <ul style="list-style-type: none"> • Draft programme was distributed and the group thanked HS and the Task and Finish group for their hard work. • EBSCO are sponsoring the Innovation award • 27 bookings to date- further bookings to be included • JS will invite the chairs from LIHHN and HLG • The menu was outlined and it sounds delicious! It will be traditional Christmas lunch or a vegetarian option • Certificates and frames being sourced for the awards • HB created the Christmas quiz. The winners will receive chocolates! 	<p>Task and Finish Group to continue to progress the Christmas study day</p>
7	<p>Awards DG provided an update on the awards. The award winners were agreed in a confidential and unbiased manner!</p> <p>The group discussed the awards in general and feedback for the awards for next year. PT suggested that additional assessment criteria would be useful and BW suggested that there are possibly too many categories. The group agreed that it needs to be made clear that the awards are applicable to staff from all sectors, not just NHS.</p>	<p>JK to prepare certificates for the awards</p>
8.	<p>Wiki JK met with Kieran and Joanne regarding a northern website – this will be undertaken by the developer who built the LIHHN website. JK will also provide log-ins for those who have agreed to develop the wiki.</p> <p>NC fed back on progress with social media for YOHHLNet. Twitter is currently more successful than Facebook in this regard. JS reported that she links in with all members on Twitter as far as possible. It was agreed to do a call out for Facebook</p>	<p>JS to call out for Facebook accounts</p>

	accounts as Twitter accounts are already known - this will be put on the wiki.	
9.	<p>A.O.B.</p> <p>DG provided a further update on funding. HEE is moving towards a northern model – one budget for all 3 regions. CPD monies should still be available but on a northern level.</p> <p>JS outlined the following:</p> <ul style="list-style-type: none"> • At the Northern primary care meeting the food was late so we were not charged. The event cost £38! Good feedback but mixed thoughts on the venue. • July meeting dates – the group agreed that it would also incorporate the AGM as well. The current date clashes with EAHIL so BW to go back to Doodle poll for July. The AGM and speakers will need to be discussed at the next meeting. • Membership fees for 2018-19 to be discussed at the next meeting. 	
10.	<p>Dates of next meeting</p> <p>Tuesday 9th January, 10am at Willow Terrace Road</p>	