

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

Date: Tuesday 17th October 2017

Notes of the Network Committee Meeting

Present:

Helen Rotherforth	HR
Rocio Rodriguez-Lopez	RRL
Rebecca Williams	RW
Maria Simoes	MS
Joel Kerry	JK
Chris Lawton	CL
Natasha Craigs	NC
Dominic Gilroy (Chair)	DG
Heather Steele	HS

Apologies

Jo Marsden	JM
Katherine France	KF
Hazel Brownhill	HB
Helen Barlow	HB
Janet Sampson (Chair)	JS
Paul Twiddy	PT
Sarah Hennessy	SH

No.	Agenda Item	Actions
1.	Welcome, Introductions and Apologies DG welcomed all to the meeting and apologies were made on behalf of those listed. DG chaired the meeting in the absence of JS.	
2.	Notes of the Previous Meeting The minutes were agreed as an accurate record. DG shared some photos from Andrea's leaving do. The group agreed to update the wiki with joining information and the welcome leaflet.	JK to update the wiki
3.	Matters Arising There were no matters arising that were not covered on the agenda	
4	Finance HR reported that there are currently 23 memberships and 5 pending. Following the meeting, HR confirmed the current finances. Current approximate balance is £16,500. The group agreed that HR's home address would be used for the YOHHLNet bank details.	
5	CPD Update HB was not in attendance but provided an update beforehand and DG also fed-back: <ul style="list-style-type: none"> Paraprofessional study day on literature searching will take place in January - some volunteers have come forward to deliver the training – Paul Twiddy and Sarah Massey Critical appraisal training session still being considered – possibly John Blenkinsop to deliver an advanced session Metrics – a study is being planned with Alan Fricker to deliver this session. Not full day course, the rest of the day to be taken with a statistics session and also HS's Leadership project. A Knowledge Café may be incorporated. 	CPD group to progress planned events

	<ul style="list-style-type: none"> • Strategic Planning Study Day – this is now nearly fully booked. • Knowledge Management Day - this is still being organised with more information to follow in due course. • Emerging technologies - requirements for this are still a bit unclear so it would be discussed further in a workshop on the Christmas study day • Presentation skills – there was a discussion around what this should involve. Ned Potter (general presentation skills) or Lisa Jeskins (conference skills and doing session in the North East). The group agreed that the Lisa Jeskins conference planning session would be useful in the first instance. • Northern conference – suggestion from JS. The group agreed that this would be an excellent idea but there were lots of considerations! Invite suppliers for sponsorship? 1 day or 2 days? Who pays for the delegates accommodation if a 2 day event. Lots of questions for discussion. • Action Learning – DG reported that 5 people are interested – enough for a group. <p>The groups also discussed the needs of public libraries and academic libraries The Training Needs Analysis was based on the NHS and other sectors need to be considered.</p>	<p>All to consider the conference for the next meeting</p> <p>DG to progress the action learning group</p>
6	<p>YOHHLNet Christmas Event</p> <p>HS reported back on progress to date and the draft programme was shared. Bookings need to be now taken. DG agreed to set-up booking process. 50 places in total, but this includes speakers and awards winners. Speakers etc. to be booked in first. DG will do name badges and a signing-in sheet. The evaluation will be undertaken on the HLCU survey system. DG to provide YOHHLNet goodies.</p>	<p>DG to undertake tasks listed.</p> <p>Christmas T&F group to progress the event</p>
7	<p>Awards</p> <p>RW reported that nominations are still low in number and all were encouraged to nominate! DG said that either he or JS would send out a reminder to nominate. Nominations are also welcomed from non-NHS.</p> <p>It was suggested that Andy Wright from Wakefield Public Libraries could be a possible alternative speaker if not enough awards nomination are received.</p> <p>The award winners will be decided at the next YOHHLnet meeting. RW to forward the nominations onto DG following the closing date.</p>	<p>RW to send nominations to DG</p>
8.	<p>Special Interest Groups</p> <p>RW asked the group to consider Abbas Bismillah’s suggestion about a social media SIG. It was agreed that JS should ask Abbas to complete TOR and the group will approve the SIG.</p>	<p>JS to contact Abbas</p>
10.	<p>Wiki</p> <p>JK informed the group of developments with the wiki. NC and CL have volunteered to assist with the wiki and they just need some training. JK also suggested that the buttons on the wiki should be changed. All the CPD information is now live on the wiki. The venues page needs to be revisited in due course.</p>	

12.	<p>A.O.B.</p> <ul style="list-style-type: none"> • The dates for the 2018 YOHHLNet meetings have been agreed and distributed. • David Stewart has been elected as Vice-President of CILIP – it was agreed that congratulations should be sent formally from YOHHLNet. 	<p>JS to send congratulations from YOHHLNet</p>
13.	<p>Dates of next meeting 15th November 2017 10am at Willow Terrace Road</p>	