

Yorkshire and the Humber Health Libraries & Knowledge (YOHHLNET)

Notes of the Network Committee Meeting

Date: Tuesday 16th July 2019

Present:

Helen Rotherforth	HR
Sarah Hennessy	SH
Helen Barlow	HB
Rebecca Williams (Chair)	RW
Sarah Gardner	SG
Jennifer Roberts	JR
Natasha Craigs	NC
Donna Irving	DI
Joel Kerry	JK
Paul Twiddy	PT

Apologises:

Dominic Gilroy, Maria Simoes, Heather Steele, Helen Curtis, Chris Lawton

No.	Agenda Item	Actions
1.	Welcome, Introductions and Apologies RW welcomed all to the meeting and thanked JK, PT, JR for the room. Apologies were made on behalf of those listed. Katherine France will no longer be attending meetings due to her change in role. HB, who had previously shared the role with KF, will now be a full-time member.	RW to arrange a card for KF
2.	Notes of the Previous Meeting The minutes were agreed as an accurate record.	
3.	Matters Arising <ul style="list-style-type: none">RW has contacted Federica from Bradford Teaching Hospital Trust to suggest the presentation she has done in conjunction with the Occupational Health Team in relation to Mental Health Awareness would be a good topic for a managers meeting/Christmas Study Day/Northern Lights Blog. Federica is now pencilled in for the study day.JK has looked at LIEM and will follow up.	
4.	Membership Update HR reported that 20 membership forms have been returned. Most people have been invoiced. RW raised the idea of a three-year payment option for membership. The committee discussed looking at a three-year discounted deal.	RW to speak to DG about funds. Will put 3 year membership on the agenda for next

		time.
5	<p>Finance The current balance is £14,900.53.</p>	
6.	<p>CPD Update British Library visit is booking well. JL, HS, RW had a phone call with Victoria Treadway. She will deliver training in October on KM (introduction and useful tools). JK has started work on a literature search workshop. He put out a call to assess interest and has had 21 responses. He has gathered a range of literature search examples. Hands on literature searching will take place beforehand. The morning will be spent looking at the searches. In the afternoon participants will develop a peer reviewed search strategy.</p> <p>NC raised library assistants visiting other services. RW has a shadowing directory for managers with six services on this. RW suggested a call out to the list offering it to managers and library assistants. After discussion RW offered to draft a survey asking who would be interested in offering shadowing visits to any library staff. The directory could include a link to HLISD to give further information about the services offering shadowing.</p> <p>There are no bursaries pending at the moment. HR raised the HLG conference which is due to cost £650 plus travel. SH explained that the price for the conference is the same as previous years, the increased cost was for accommodation and food. The committee agreed to fund 2 x £650 bursaries, but not travel.</p> <p>SH suggested getting recipients to do a write up for Northern Lights as this would give an opportunity to promote ad-hoc bursaries at the same time.</p> <p>The committee had a discussion about making the bursary form harder. JK stated that he has recently amended it to bring it in line with HLG requirements.</p>	<p>RW to draft a shadowing survey</p> <p>2 HLG bursaries to be advertised for £650 each.</p>
6.	<p>Christmas Study Day RW had a conference call with the planning group. She circulated a draft programme with the theme of information literacy. The Metropolitan Hotel in Leeds is booked for Thursday 12th December. It will cost approximately £2000 based on 60 people. The first half has been paid. The hotel will invoice for the rest just before the date. There is a possibility that HLG might reimburse.</p> <p>Robbie Foy from Leeds University is interested in promoting EBP as a key note.</p> <p>YoHHLNet's got talent will be on the programme.</p> <p>There will be a Knowledge Café – a call will go out for topics in advance.</p> <p>The Giving Voice choir for people who have had a stroke or other neurological condition will attend. The committee agreed to offer lunch to the choir and their carers. RW will ask MS to confirm numbers.</p>	<p>RW to ask MS to confirm number of the choir for lunch.</p>

	<p>Lisa Jeskins is doing a session on information literacy, mindfulness and wellbeing.</p> <p>Joel has created an awards page on the website. We will advertise the awards at the beginning of September with a closing date of end of October. We will decide the winners at the November meeting.</p> <p>We have a hashtag. Dom is sorting out the booking form.</p>	RW to advertise.
7.	<p>Northern website</p> <p>JK reported that the website updates have gone to plan. He is doing a monthly update to generate interest. He has asked if we can change the layout of the page with reflections and presentations. We now have a membership page. JK now needs to do training for heads of special interest groups and committee members. RW congratulated JK on the website.</p> <p>SG promoted Northern Lights at Spring Thing and had lots of feedback and suggestions. She has fed this back to the Northern Lights Committee and they are going to do similar in other areas of the north.</p> <p>Not all YOHLNet members are NHS so will not automatically receive Northern Lights. We need to encourage people to subscribe and put Katie's email out to all of YOHLNet.</p>	
8.	<p>YOHLNet constitution and membership.</p> <p>RW has contacted RV and HS in Leeds to say we would consider Leeds Public Library as members as part of the existing membership, but may reconsider in the future.</p> <p>The committee discussed that we would be able to limit training places to a defined number per organisation if demand became too high.</p>	
9.	<p>AOB</p> <p>HR is intending to relinquish her role as treasurer. She says there is no rush, but she is happy to handover if anyone else is interested.</p>	RW will send an email to the committee about the treasurer role and advertise for a new committee member.
11.	<p>Date of next meeting September 18th Willow Terrace Leeds 10.00-12.00</p>	