

Yorkshire and the Humber Health Libraries & Knowledge (YOHHLNET)

Notes of the Network Committee Meeting

Date: Wednesday 20/09/2019

Present:

Dominic Gilroy	DG
Rebecca Williams (Chair)	RW
Sarah Gardner	SG
Maria Simoes	MS
Helen Barlow	HB
Jennifer Roberts	JR
Natasha Craigs	NC
Helen Curtis	HC
Donna Irving (via web link)	DI
Joel Kerry	JK
Sarah Hennessy	SH

Apologises:

Chris Lawton, Paul Twiddy, Jennifer Roberts.

No.	Agenda Item	Actions
1.	Welcome, Introductions and Apologies RW 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.	
3.	Matters Arising <ul style="list-style-type: none">The shadowing survey has been sent out and 8 responses have been received to date.Arrangements for the Christmas study day are progressing well with programme sorted and speakers confirmed.	RW to email survey link again
3.	Committee Members Update The treasurer's post is still vacant.	RW to advertise to YOHHLNet members
4.	Finance DG advised the group that funding for LKS would now be organised on a national level and as a result the funding would be shared more equitably amongst the regions. As a result DG said that YOHHLNet would receive £1K in the future instead of the £4K it receives at the moment.	

	<p>The current balance is approximately £16K.</p> <p>There are still issues with processing of invoices with many 2019/20 renewals still outstanding.</p> <p>There was a debate about the role of the treasurer and the most effective way to organise the accounts in the future especially the issue about where invoices should be addressed to: home address, PO Box or works address. RW would check with her own finance leads and Lloyds bank to seek advice prior to new treasurer appointment.</p> <p>There was also a discussion about 3 year membership versus annual renewals. It was decided that the best way forward would be to continue with the present annual renewal arrangement and any members who explicitly requested other arrangements should be dealt with on a case by case basis.</p> <p>RW expressed concern about the issue of attracting new members and retaining existing members. It was decided that a good way of doing this was focusing on the bursaries awarded and target services which haven't taken advantage of this benefit to date.</p>	<p>RW</p> <p>HC</p>
5	<p>CPD Update</p> <p>KF said that the bursary application call out had gone out to members for HLG 2020. It was also suggested that an article in Northern Lights would be a good way to raise awareness of the availability of bursaries from our network.</p> <p>The planning for the KM study day lead by Victoria Treadway is well underway.</p> <p>The Literature Skills Study Day lead by JK is due to take place on the 29/11/2019 and can facilitate 25 participants. The programme is broad in scope and should appeal to colleagues working in the acute, mental or public health sector. DI kindly offered her assistance to JK to help facilitate the session.</p> <p>SG also reminded us of the STEP training freely available online in regards to literature searching skills.</p> <p>There is also a HLG visit to BL facilitated by Helen Swales coming up in the near future.</p> <p>The National Training Needs Analysis survey has been circulated to all LKS staff this month.</p> <p>In regards to CPD needs HC mentioned the possibility of more information in regards to the new Outcome Framework. DR said that this would be discussed in more detail at the Northern Managers meeting.</p> <p>DI offered to facilitate some training around teaching skills</p>	<p>JK</p> <p>DI</p>

6	<p>Website Update</p> <p>The YOHLNet section of Northern LKS website www.lksnorth.nhs.uk is now live and is working well thanks to JK.</p>	
7	<p>Christmas Study Day and Awards</p> <p>RW reported that she was slightly concerned at the low number of bookings to date for the Christmas Study Day. Similarly there has been a disappointingly low number of award nominations and moments of magic expressions of interest. RW will email members again at the end of October to try and create some more interest.</p> <p>There was a general discussion about themes for that day and topics for the Knowledge Café.</p> <p>The next planning date for the Christmas Study Day is 25th October.</p>	RW
8.	<p>A.O.B.</p> <p>None raised</p>	
9.	<p>Date of next meeting</p> <p>19th November 2019 10.00-12.00 – Willow Terrace Road, Leeds</p>	