

# Yorkshire and the Humber Health Libraries & Knowledge (YOHHLNET)

## Notes of the Network Committee Meeting

Date: Thursday 08/10/2020

### Present (via MS Teams)

Heather Steele (Chair)	HS
Rebecca Williams	RW
Sarah Gardner	SG
Maria Simoes	MS
Helen Curtis	HC
Helen Swales	HJS
Jennifer Roberts	JR
Joel Kerry	JK

### Apologies:

Craig Abbs

No.	Agenda Item	Actions
1.	<b>Welcome, Introductions and Apologies</b> The committee welcomed Heather to her first meeting as chair and apologies were made on behalf of those listed.	
2.	<b>Notes of the Previous Meeting</b> The minutes of the last meeting were agreed as an accurate record.	
3.	<b>Matters Arising</b> RW said that the final amendments were being made to the annual report which will be circulated to members imminently.  RW reported that the invoice for the Christmas Study Day may not have been received by HEE, she would query this, but voiced concerns that it may be too late to chase now.	<b>RW to discuss invoice with HR/CA</b>
4.	<b>Committee Members Update</b>  JK confirmed that he would be leaving the committee at the end of November. He asked for a volunteer to take over the editorship of the website – JR volunteered for this role.	<b>HS to email asking for new committee members.</b>

	<p>It was pointed out that there was a need to recruit new committee members.</p>	<p><b>JR to take over editorship of the website</b></p>
<p>5.</p>	<p><b>Finance</b></p> <p>The need to chase outstanding 2020 subscription fees was identified.</p> <p>CA submitted his financial report to the committee.</p> <p>The YOHLNet balance stands at £13,448.48.</p> <p>All the bursaries fees have been paid for 2020 these will be rolled over to 2021 for delegates who still wish to attend.</p> <p>There was a general discussion on how to attract new members to the network.</p> <p>SG suggested that receiving a copy of the annual report would be a good way of highlighting our activities.</p> <p>HS queried the communication channels within the network for existing members as many of the emails lists were out of date.</p> <p>Communication with existing, or potential new members, is important as they would be unaware of our activities, they won't access Northern Lights, for example.</p> <p>There is email list for YOHLNet members do we need another generic email list for the wider Yorks and Humber region?</p> <p>There was a general discussion about methods to make the network broader and inclusion of more organisations outside the narrow framework of NHS Health Libraries.</p>	<p><b>RW to ask for updated email list from Jayne Lees</b></p> <p><b>HS to send email chasing 2020 subs</b></p>
<p>6.</p>	<p><b>CPD</b></p> <p>HJS suggested that a good way of attracting new members would be the bursary opportunity. CILIP Conference 2021 cost £125 and it was suggested that we finance 4 people to attend. 1 of the bursaries being offered to someone who didn't work for NHS libraries.</p> <p>JK mentioned the problem that although lots of training was being offered regionally bookings seem to be offered on a first come first served basis with popular courses being filled really quickly. The committee said it would be useful to have some advance notice of training opportunities so that the people could plan their training appropriately.</p>	<p><b>RW to discuss course booking with Gil Young</b></p> <p><b>HJS to</b></p>

	<p>HJS said that she had received some excellent training in Leeds on virtual meetings and training which would be suitable for all librarians regardless of sector. Most of us are self-taught and have little understanding of the many functions available, via Zoom MS Teams, and this course could address this. HS said she would like to offer this training to YOHLNet members</p> <p>HJS recommended bite size learning that could be offered to members. These would be of particular appeal to library assistants and paraprofessionals who often miss out on training opportunities</p>	<p><b>advise on date of virtual meeting training for Mid November</b></p>
7.	<p><b>Christmas Study Day</b></p> <p>It will be a virtual Christmas “do” this year which will take place on December 10<sup>th</sup>.</p> <p>RW briefed the committee on the suggested content.</p> <p>The annual staff awards ceremony would take place then too and members would be contacted shortly asking for their nominations.</p>	<p><b>RW to ask the for star award nominations</b></p>
9	<p><b>Date of next meeting via Teams TBC</b></p>	