

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

## Notes of the Network Committee Meeting

Date: Tuesday 14/01/2020

### Present (WebEx call)

Rebecca Williams (Chair)	RW
Sarah Gardner	SG
Maria Simoes	MS
Helen Barlow	HB
Jennifer Roberts	JR
Helen Curtis	HC
Donna Irving	DI
Joel Kerry	JK
Sarah Hennessy	SH
Craig Abbs	CA

### Apologises:

Chris Lawton, Paul Twiddy, Helen Rotherforth, Natasha Craigs

No.	Agenda Item	Actions
1.	<b>Welcome, Introductions and Apologies</b> RW welcomed all to the meeting and apologies were made on behalf of those listed.	
2.	<b>Notes of the Previous Meeting</b> The minutes were agreed as an accurate record.	
3.	<b>Matters Arising</b> There was only one action point from the meeting in November but the appointment of the new treasurer rendered it superfluous.	
3.	<b>Committee Members Update</b> The committee formally welcomed Craig Abbs to his new role as treasurer.  MS and HB both stated that as that as they have been on the committee for several years now they would be happy to step down if new members expressed interest in joining the committee.  DG will step down from the committee because of his new job role.	<b>RW to email members regarding interest</b>

4.	<p><b>Finance</b></p> <p>CA said that for the next financial year he would use the library address minus the Mid Yorkshire bit for the YOHLNet invoicing address to try to decrease the likelihood of YOHLNet invoices being paid directly to Mid Yorkshire Trust. There was a general discussion about when reminder invoices should be sent out with some Trusts taking so long to pay that it was almost impossible to synchronise the renewal process.</p> <p>It was decided that renewal notices should be sent out imminently in time for the start the new financial year.</p> <p>The current balance is over £15K with the majority of members payments having been processed (see separate attachment listing current members)</p>	<p><b>RW to send out renewal notices</b></p>
5	<p><b>CPD Update</b></p> <p>JK reported that the “Literature Searching” study day, that was recently held, had gone really well but he was still awaiting the results of the feedback forms. The discussions of the results of the day will be accessible via the website</p> <p>There is a “Knowledge Management” study day being held at the end of January 2020.</p> <p>A new book has been added to the members CPD collection, which discusses literature searching techniques for systematic review writing, and it is now available for loan.</p> <p>The shadowing survey information will imminently be added to the site, as well as the information regarding the Christmas study day, speakers presentations as well as information on award winners.</p> <p>The planning of future CPD based will be based around the results of the national LKS CPD survey the results of which are yet to be published.</p> <p>JK is to meet with Gil Young to discuss plans to organise a social media training event which some members have previously expressed an interest in attending.</p>	<p><b>JK to show HC how to put meeting notes on website</b></p>

6	<p><b>Christmas Study Day Reflections</b></p> <p>The day was considered to be a success, so thanks to RW and the planning team.</p> <p>The only thing that needs improvement in future is the award process which proved problematic this year due to the lack of nominations. There followed a general discussion about how this process could be improved with the consensus decision being that we needed fewer categories. We reflected that it should be a continuous process with colleagues nominating examples of best practice throughout the year. The resultant examples could be selected from at the conclusion of the year to choose an overall winner therefore making to process a little more democratic and broader in scope.</p>	<p><b>RW to look at ways that service points can nominate good practice</b></p>
7	<p><b>Tuesday March 31<sup>st</sup> 10.00-12.00 Willow Terrace, Leeds</b></p> <p>Ideas for the format of the day included asking the CILIP president to present as well as updates from Dom’s replacement and David.</p> <p>Federica had previously offered to present her “Joy in the workplace “ presentation so this might be worthy of inclusion at the AGM.</p>	<p><b>ALL – name and theme for AGM</b></p> <p><b>HC- to check room availability and book catering</b></p> <p><b>RW- to check availability of CILIP president, new Dom, Federica and David</b></p>
8	<p><b>AOB</b></p> <p>There has been some slight changes to meeting dates so new list of dates will be circulated. SG reported that she was confident in recruiting additional editors for the Northern Lights blog after asking for expressions of interest.</p>	<p><b>HC</b></p>
9	<p><b>Date of next meeting</b>  <b>31<sup>st</sup> March- 10.00-12.00 – Willow Terrace Road, Leeds (TBC)</b></p>	