



SOUTH WESTERN REGIONAL LIBRARY SERVICE

Minutes of the Regional Council and Annual General Meeting held on 28 November, 2018 at 10.15 a.m. in Bournemouth Library

Members Present: Steve Alston (University of Bath), Alison Baud (Bath Spa University), Medi Bernard (Bournemouth and Poole), Andy Brisley (North Somerset), Graham Brown (Bournemouth and Poole), Jackie Chelin (University of the West of England), Emily Crowley (Bournemouth University), Dawn Downes (University of Winchester), Greyson Fisher (University of Winchester), Donna Gundry (Plymouth College of Art), Deborah Jones-Davis (University of Gloucestershire), Scott Jordan (University of Gloucestershire), Lisa Kilbourne (Bournemouth and Poole), Jag Majithia (University of the West of England), Kate Murray (Bristol), Emma Noyce (Hampshire), Jayne Saul-Paterson (University of the West of England), Laura Sneddon (Bournemouth and Poole), Janet Westcott (Bournemouth and Poole)

Trustees present: Andy Brisley, Jackie Chelin, Dawn Downes, Donna Gundry, Scott Jordan, Marie Quinnell.

In attendance: Terry Corby (conference speaker), Jonathan Edwards (guest, Bournemouth and Poole College), Morag Evans (guest, Dorchester Hospital), Mark Freeman (conference speaker), Moira Johnson (guest, University of Portsmouth), Shelagh Levett (SWRLS), Katie Lusty (ACE), Katie Pekacar (conference speaker), Jeanette Phair (guest, Bournemouth and Poole College), Marie Quinnell (SWRLS), David Stewart (conference speaker).

<p>1. Welcome. The Chair, Jackie Chelin, welcomed everyone to the meeting, especially those from non-member libraries.</p>	
<p>2. Apologies. Jill Barker (Gloucestershire), Helen Chaloner (Literature Works), Helen Chamberlain (BANES), Jan Horrell (Libraries Unlimited), Merryn Kent (Cornwall), Chris Moore (Wiltshire), Jolanta Peters (Bridgwater and Taunton College), Lucy Pick (Hampshire), Jennifer Simpson (Dorset), Jackie Tolliday-Bailey (Devon).</p>	
<p>3. AGM of SWRLS.</p> <p>a. Minutes of meeting held on 20 November, 2017. The minutes of the AGM held on 20 November 2017 were checked for accuracy. As the old SWRLS charity has closed down, there was no need to approve the minutes. The minutes were signed for completion.</p> <p>b. Matters arising:</p> <ul style="list-style-type: none"> • 4. Hidden Collections: will be discussed by the next Board meeting; • 4. Finance: the budget will be circulated in due course; • 4. Strategic Plan: the Plan has been uploaded to the SWRLS website; • 10c - no information has been received in regards to the database of trusted health websites; • 12 - workforce development was discussed at the Members' Day in April 2018 and a programme of development offers is being developed; • 14 - no comments have been received in regards to the type of meetings members would like to see being provided. 	<p>AB</p>

<p>c. To receive the Annual Report, 2017/18, including the Annual Accounts: the Report, previously agreed by the Board of Trustees and signed, was presented. As the old charity has now been closed down, the report did not need to be approved.</p>	
<p>4. Interim AGM of SWRLS CIO.</p> <p>a. To receive the interim Annual Report, December 2017 - September 2018: an interim Annual report was presented to demonstrate progress to date of the new charity SWRLS CIO. The Chair thanked the trustees and Director for their hard work and highlighted:</p> <ul style="list-style-type: none"> • networking opportunities; • the successful Members' day held in April; • support for Word on Tour. <p>Katie Lusty (Arts Council) valued SWRLS contribution to the Word on Tour programme. Medi Bernard (Bournemouth and Poole) highlighted the new Reading Passport app developed through the South West Region of Readers project, another project supported by SWRLS.</p> <p>b. Accounts to date and other financial issues: the Honorary Treasurer presented his report:</p> <ul style="list-style-type: none"> • the charity is on a sound financial footing; • a new bank account has been opened for the new charity and whilst this was a challenge, it is now up and running; • the charity has a current balance of £105,000; • thanks to Jackie Tolliday-Bailey and her team in Devon CC for their work in providing accountancy support. <p>c. Appointment of Independent Examiners: Francis Clark LLB was proposed by Andy Brisley (North Somerset) and seconded by Donna Gundry (Plymouth College of Art) and duly appointed as Independent Examiner for a further year.</p> <p>d. Appointment of Trustees: nominations had been received and duly elected for the following trustee vacancies:</p> <ul style="list-style-type: none"> • Honorary Secretary: Donna Gundry, proposed: Andy Brisley (North Somerset), seconded, Merryn Kent (Cornwall); • Ordinary Trustee (academic, special and other libraries) - 2 vacancies: Dawn Downes (University of Winchester), proposed Scott Jordan (University of Gloucestershire), seconded Donna Gundry (Plymouth College of Art) and Jolanta Peters (Bridgwater and Taunton College), proposed Jackie Chelin (University of the West of England), seconded Chris Moore (Wiltshire); • Ordinary Trustee (non-sector specific) - 2 vacancies: Helen Chaloner, proposed Kate Mackenzie (Libraries Unlimited), seconded Kate Murray (Bristol). • There remained the following vacancies: Honorary Treasurer, Ordinary Trustee (non-sector specific) and Ordinary Trustee (public libraries). The Chair asked for nominations from the floor, but no further nominations were received. • Following a question from the floor, it was clarified that the Honorary Treasurer role does not have to be filled by a librarian. 	
<p>5. AOB: There was no any other business.</p>	
<p>6. Date and venue of next meeting: To be agreed.</p>	

The meeting closed at 10.40 and there then followed the inaugural SWRLS CIO Conference.