

# CLSIG Meeting

24 September 2007

The Library, SMMT Ltd, London

## 1. Attended:

Oriole Newgass, Tim Buckley Owen, David Griffiths, Daren Middleton, Jennifer Smith, Alison Thorne, Bert Washington.

## 2. Apologies:

Mary Lovell, Kim Mclachlan, Katherine Ross, Claire Taylor.

## Absent:

Rob Begnett, Sarbjit Dhillon, Elizabeth Dwiar

## Committee Membership Changes

- Welcome to two new committee members: Tim Buckley Owen and Jennifer Smith.
- AT - send out new committee members' bios to the rest of committee member.
- DM - procedure should be in place for updating committee member emails. He has left 7Side and changed email address ([daren.middleton1@hotmail.co.uk](mailto:daren.middleton1@hotmail.co.uk)). This message was not passed to the committee members. As a result has not received any recent emails. BW confirmed that all such information should be passed to him.

## 3. Newsletter

- AT - suggested changing from 6 issues a year to 4 issues a year - 4 issues a year is very time consuming.
- JS - Suggested instead of newsletter send members a hyperlinked email. Links point to CLSIG website.
  - This idea has been discussed in the past, but abandoned due to technological problems, i.e. emails bounced back as they are perceived by member servers as spam/attachments.
  - AT - to follow-up suggested companies who deal with electronic newsletters, e.g. NewZapp, Constant Contact, also contact CiG to see who they use.
- New content - ADLG Report, 'Day in the life off....'.

## 4. ADLG

Campaigning to become an independent special interest group. To achieve this ADLG needs 200 signatories from CILIP members, by the end of November 2007.

- AT - To photocopy form and take to CiG AGM on 25<sup>th</sup> September.
- DG - send electronic copy to AT to add item to CLSIG newsletter.
- Everyone - if willing to help, contact DG for form to sign.

## 5. Events

### Cardiff Trip

- DM to send wording for 'urgent' email to BW to send to the members, re: trip. No responses from the CLSIG members.
- Time has been allotted for a short CLSIG presentation.
- Hannah at 7Side is the contact for bookings.
- BW to send DM email re: trip to CT for the website.

### EUSIDIC/CLSIG - 31<sup>st</sup> March 2008 - 1<sup>st</sup> April 2008.

To be held at Bloomsbury Conference Centre and Bonnington, London.

### Programme

- Day 1
  - All EUSIDIC, apart from 'UK Hour' run by Derek Law.
  - Dinner held at Russell Hotel, Russell Sq.
- Day 2
  - CLSIG and EUSIDIC and other speakers.

- Day ends with Forum. All conference speakers to attend.
- Reception (Bonnington Hotel).

#### **Rates**

- Full conference.
- Day 1 or Day 2 attendance.
- Day 1 or Day 2 attendance without reception/dinner.

#### **Budget**

- CLSIG €1,500 for conference materials, pens, badges etc

#### **Sponsorship**

- ON - Individuals and organisations to follow-up: SWETS, 7Side, LexisNexis, Lawtel, Bailey Solutions, Sue Hill, Softlink, Catherine Dangel.
- Everyone - to suggest other sponsors.

#### **Speakers**

- ADLG to find speaker.
- TBO to speaker for CLSIG on 1<sup>st</sup>.
- Everyone - find high profile 'legal' speaker.

ON - To send draft of promotional text 'Beyond Discovery' to BW.

#### **6. Annual Review**

- ON - Investigating having Ashgate Publishing print annual review. They will use their own in-house mailing systems and cover cost of postage.
- To include lead articles from past newsletters.
- To include a commissioned article.
- Everyone - to give ON ideas for content.

#### **7. CILIP Update**

Asking CLSIG for articles, which will to appeal to broader readership.

- BW - to email membership requesting ideas on issues facing them.
- AT - to put request in newsletter.

#### **8. Proposal that CLSIG's Group Financial Year should be changed to align with the CILIP Financial Year**

- Committee voted YES - to change.
- This will mean a shorter first financial year.
- An earlier AGM, e.g. January/February.
- KM - to check that such a change can be done now or dies it have to be raised at the AGM.
- DM - to contact CILIP re: effect/logistics of move on the finances.

#### **9. Protocol for the Policy Forum**

To be discussed at next meeting.

- Clarification is needed re: first section preamble: on "public health". In connection with what?

#### **10. LiS**

CLSIG will no longer be attending LiS. Content no longer relevant to CLSIG.

**Next meeting:** 13<sup>th</sup> November, location to be confirmed.