

Multimedia and Information Technology Group – Agenda

Online Committee meeting w/b 12th Sept 2011

11/21 Future planning

TT reported that he has had discussions with Francis Muzzu and Annie Mauger and that we are all in agreement that MmIT will 'go it alone' for the foreseeable future, having tried unsuccessfully to encourage merger with UKeiG.

We should still try to encourage joint events with other groups

11/22 Membership

TT reported Cilip Membership are under the impression that MmIT has 3014 members. Cilip is unable to put details of our 'electronic only governance and communications model' onto the Cilip membership renewal form, he will organise an email to all MmIT members (who have registered their email addresses) to go out at the same time as the membership renewal forms.

CD required a list of members in order to check those who had entered the competition to win a place at Internet Librarian. Upon enquiring it was found that we only have 1,795 members (in contrast to the 3014 previously stated) and 624 of these members not registered for email communication. We could only send these members a postal communication regarding our e-only communications model. There would be some expense to this, but CD has sourced a cost effective way of doing this using docmail.co.uk

Action: send out email text to those registered on email with Cilip, and postal communication to those members who are not.

11/23 Governance (Future meetings)

As already discussed above, MmIT will move to an e-only communications model, and where possible to an online governance model, with committee meetings taking place online rather than face to face. It was anticipated that we would require one face to face meeting a year, which would also in effect be our AGM. This can continue to take place in December, although not necessarily in London.

There was some discussion about how best to effectively conduct an online meeting, as it was felt that the committee's existing email approach was not the most appropriate and effective way. Suggestions included Textchat, Skype, Anymeeting, Livemeeting, or a different approach to using email (i.e. one agenda item to be discussed per day). No decision was reached with regards to the format of future meetings, and needs to be raised at the next meeting

Action: Future governance to be put on December agenda

11/24 Finances

AJ circulated projections of our finances if we continue with business as usual with regards to the journal (i.e. no accounting for committee meeting expense, nor conference income). In all projections MmIT funds would only effectively last until June 2012. (see attached)

It was discussed that the North West branch funds need to be considered, and it was hoped that the NW branch should be willing to help out in bridging any gaps between production costs of the journal and available MmIT funds

Action: North West branch to be approached with regards to releasing their funds

11/25 Sheffield Conference

Holding successful conferences now appears to be key to the sustainability of MmIT, and it was suggested that we should not rely on 'one off events' but need to have an events strategy.

Action: Current conference sub group to work on Events strategy for next meeting

The proposed Sheffield conference is progressing (notes of sub committee meeting attached) but now requires the input of the MmIT committee in order for it to take shape

11/26 Journal Editorial Board

AJ noted that he didn't think that under the Charity Commission regulations we are unable to ask Catherine to chair the editorial board of the journal. **Action:** Seek advice from Cilip

11/27 AOB

Geoff Butters and Donna Carroll both announced that they would stand down from the committee as they take up new posts and activities. TT thanked them both for all that they had done for the committee

11/28 Date and time of next meeting

Next meeting is scheduled for 2.00 p.m. on Monday 13th December.

Also proposed that our AGM takes place after this meeting.

Action: Notice of AGM needs to go to MmIT membership 35 days in advance of the meeting (i.e. Monday 7th November at the latest).