



## MINUTES

OF MEETING OF THE GAELIC GOVERNING BOARD HELD ON THURSDAY 1 JUNE 2006,  
AT 10H00 IN CONFERENCE ROOM 111, BUILDING 20, TSHWANE UNIVERSITY OF  
TECHNOLOGY, PRETORIA CAMPUS

**CHAIRPERSON : MS DUDU NKOSI**

### 1. **Welcome, attendance and personalia**

Prof Mbudzeni Sibara, Acting DVC: Research, Innovation and Partnerships, welcomed the GAELIC Governing Board and paid tribute to its' work in technology and shared resources within institutions. He pointed out that the 21<sup>st</sup> Century will be known as the Conceptual Age, with new ideas and attitudes prevailing. Sincere wishes were expressed for Mrs Vivien Agyei through her recovery.

#### **Attendance**

Lettie Erasmus	Unisa, Pretoria campus
Tanya Healey	FOTIM
Judy Henning	Unisa, Pretoria campus
Tom Larney	North-West University, Potchefstroom campus
Eunice Leseyane	Tshwane University of Technology, Ga-Rankuwa campus
Anke McCallum	FOTIM
Rachel More	University of Limpopo, Medunsa campus
Robert Moropa	University of Pretoria
Dudu Nkosi	North-West University, Mafikeng campus
Jenny Raubenheimer	Unisa, Pretoria campus
Hannie Sander	University of Johannesburg, Kingsway campus
Jenny Taylor	FOTIM
Felix Ubogu	University of the Witwatersrand

#### **Apologies**

Vivian Agyei	Tshwane University of Technology
Joyce Gozo	Vaal University of Technology
Maria Mathibe	Tshwane University of Technology, Soshanguwe campus
Pateka Matshaya	University of Limpopo, Turfloop campus
Mushoni Mulaudzi	University of Venda
Adriaan Swanepoel	Tshwane University of Technology, Pretoria campus
Renate Morgenstern	University of Namibia

### 2. **Changes/Additions to the Agenda**

The agenda was **ACCEPTED** with the following additions:

- |      |  |           |
|------|--|-----------|
| 10.1 | Counter Project. Request for funding             | L Erasmus |
| 10.2 | Nelinet Project. Request for support             | L Erasmus |
| 10.3 | GAELIC Director / FOTIM General Manager: Vacancy | D Nkosi   |

### 3. Minutes of previous meetings

- 3.1 GGB meeting held on 22 February 2006  
*Doc 1* **APPROVED** subject to the following corrections:  
 Item 1. Personalia: 3<sup>rd</sup> bullet Renate Morgenstern  
 Item 4 7<sup>th</sup> bullet INNOPAC  
 Item 7. GGM Meeting held on 17 October 2006
- 3.2 GAELIC AGM held on 22 February 2006  
*Doc 1* **NOTED**
- 3.3 GAELIC Exco held on 2 May 2006  
*Doc 2* **NOTED**

### 4. Matters arising from the various minutes

- 4.1 WLIC/IFLA 2007 Pre-conference (8.1 of GGB 22 Feb)  
*Doc 3* **NOTED**  
 For information, the following GAELIC members have been requested by Ellen Tise to assist with the IFLA conference: Jenny Raubenheimer to be contact person for the IFLA conference; Adriaan Swanepoel and Marié Botha to be on the organising committee for the section on multi-cultural libraries.
- 4.2 FOTIM Exco special meeting report back (2.1 of Exco 2 May 2006)  
 Minutes previously circulated (16 May 2006)  
**NOTED**
- 4.3 INNOPAC – Mellon planning grant (2.2 of Exco 2 May 2006)  
 Lettie Erasmus and Di Man would prepare a funding proposal for the GGB, to outline what the investigation is about, how to approach it and relevant timelines. Lettie requested that the GGB advise her urgently of additional items to add to the proposal, such as cost savings options. The planning grant proposal should be with Stuart Saunders early in September 2006, and investigations should commence as soon as the grant is approved and not wait until January 2007, to allow the report to be submitted to the GGB by June 2007. The proposal for the full grant should be submitted in time for the Mellon Trustees meeting of September 2007. However, the proposal would first be directed though FOTIM at the Exco meeting of 8 August and the FOTIM Board meeting of 22 August.  
**SUPPORTED:** comments on the planning proposal to reach Lettie by 15 June 2006, draft will be circulated for final comment, then refined for presentation to the FOTIM Board.

Discussion took place on questions relating to the choice of INNOPAC. It is perceived as an expensive USA system when a local system should have been used. Lettie informed the GGB that there were still only 4 systems in the market place: INNOPAC, CIRCE used by esAL, Endeavor and the system

being used by Monash. The proposal would confirm the cost benefits and confidence in the INNOPAC system, but a full comparative system investigation would have to be commissioned if required. The complexity of GAELIC in comparison to smaller consortia was raised. It was suggested that the GAELIC Innovative Focus Group name be changed to Digital Libraries to reflect the broad focus of fostering the virtual environment.

**AGREED** to add this suggestion as an agenda item at the next meeting.

Rachel More reinforced the need for support as member libraries are currently functioning at different levels and urgent assistance is required by the post-merger University of Limpopo.

**AGREED** that Rachel should write a letter to the GGB seeking this support.

#### 4.4 GAELIC Focus Group Charters report back (2.3 of Exco 2 May)

Tanya Healey reported that the Focus Groups are gaining momentum, with the recent combined Innovative System and Cataloguing workshop attended by 70 people. Unisa was thanked sincerely for hosting this event. Lettie commented that all sites had been represented at the workshop. She suggested that for the small groups advance notice should be given, eg. RFID was important for all libraries. Tanya had mechanisms in place to ensure this would happen.

Tanya has created web pages for each group. Charters have been received from the Innovative System, the Cataloguing and the Metadata Focus Groups, and others were in the process of writing theirs. All would be submitted to the GGB by 1 November 2007 (or earlier) for electronic approval.

It was suggested that the GGB meet as a Focus Group to brainstorm innovation and its strategic perspective, inter alia to align the strategic plans of GAELIC and Library Directors (eg. regarding RFID), revisit the survey results, identify viable projects, etc. Agreed that it was not necessary to formalize another group, but that a session would be scheduled for one of the following dates:

- Friday 1 September in the morning, at TUT, Pretoria campus (after the VUMA launch)
- Thursday 21 September, venue to be agreed
- Wednesday 1 November, TUT, Soshanguve (after GGB)

The session would be divided into strategic issues and innovation, followed by operational level brainstorming. Focus Group leaders should be invited to attend. Felix Ubogu would lead a session on digitization.

**AGREED**

#### 4.5 GAELIC events progress report (2.4 of Exco 2 May)

Jenny Taylor notified the GGB of the following workshops in planning:

- |           |  |
|-----------|--|
| 15 Aug    | Shelvers and Circulation Staff coordinated by Janet Zambri full day at Wits, 60 to 80 people. Tanya Healey will monitor registrations and assess whether a 2 <sup>nd</sup> workshop would be required. |
| 29 Aug    | SA Media coordinated by Jenny and Daisy Selemetsela morning seminar and afternoon training at Unisa, 20 people.  |
| 24/25 Oct | User Education coordinated by Daisy  |
| 26/27 Oct | INNOPAC Training coordinated by Lettie<br>Attendance by invitation   |

SA Online Information Services has been put on hold by Lynne Roberts but discussions may be revived in 2007.

Tanya has entered all workshops on the GAELIC website calendar.

**NOTED**

- 4.6 VUMA! Launch progress report (3.3 of Exco 2 May)  
Anke McCallum notified the GGB that the launch has been postponed to Friday 1 September, at TUT Pretoria campus. Prof Lou van Wyk is Chairperson and Anke is Project Manager. The expertise of a PhD student at UP has been engaged to source and evaluate content for the website. Anke asked the GGB to submit ideas for content urgently.

**NOTED**

- 4.7 COSALC restructuring (4.4 of Exco 2 May)  
*Doc 4. COSALC/SASLI restructuring proposal - draft 2*  
*Doc 5. legal consultant's comments (30/3/06)*  
*Doc 6. appendix 3: legal consultant's comments (12/05/06)*  
*Doc 7. appendix 4: CALICO comments*  
*Doc 8 .appendix 5: esAL comments*

The documents having been read by all, considerable discussion took place, beginning with a question regarding the motivation behind the proposal to collapse COSALC into SASLI, and the comment that libraries are not taken into account in the proposal. Further queries followed, on the objective of SASLI, the need for a change in the structure, the merit or otherwise of placing SASLI under an existing structure such as NRF or NLSA, and the importance of the GAELIC Chairperson expressing the member's views at the next COSALC Board meeting. The discussion was placed on hold until Susan Veldsman, Project Coordinator, was called into the meeting to discuss the proposal. In clarifying the motivation behind the proposal, Susan explained that both FOTIM and FRELICO had expressed dissatisfaction with the current COSALC leadership (in writing to the COSALC Board). SASLI is the only project of COSALC and through natural growth has been embarking on other projects; it also project manages COSALC business affairs. Under these circumstances, SASLI has outgrown COSALC, though it has no authority on the COSALC Board. The proposed model suggests the creation of a structure to allow SASLI to take ownership of its operations, with legal rights to manage its business in a sustainable and efficient manner. Susan reminded the Board of the importance of considering the existing 2 staff members and including them in the discussion process.

Discussion centred on the following points:

- SASLI should remain library oriented, with other library types included and the model adopted should make provision for more direct library participation.
- Representation of members on the Board is a sensitive area. Suggested that a simple model would be for each GAELIC library to elect a representative.
- National interests should be paramount during the strategizing process.

- Legal considerations: being a Section 21 company means that COSALC would have to be dissolved and its assets redistributed. This structure was initially chosen because of the perception of security it affords its members in terms of the non-profit and Public Benefit Organisation (PBO) status; to give COSAL legal status to hold a banking account.
- Staff issues: GAELIC to express its support to empower the existing SASLI staff for its continued efficient operation, Coordinator to have executive level accountability, succession planning and skills transference to be incorporated in long term planning.
- Name change to reflect the true activity or retain SASLI?

Suggestions **APPROVED** by GAELIC Board:

- medium term: retain the Section 21 status, collapse COSALC and SASLI, retain the benefits and expand memberships, plan towards a long term solution with a phasing in period.
- long term: investigate possible structural models to be accommodated in a national organisation. Avoid elaborate restructuring..
- retain SASLI as name for the short term but develop new name with long term planning.

## 5. **FOTIM Report**

*Doc 9.* **NOTED**

Dudu Nkosi highlighted some of the important issues in this final report of Gwenda Thomas', and would report in future on the FOTIM meetings. In response to a question on the DITCHE conference she attended, Anke reported that the focus had been on networking, utilization of bandwidth, and digitization projects. esAL had presented a paper on their CIRCE implementation. Lettie notified the Board of the Techie Event she would attend in September, saying that it was important for librarians to share their experiences at these forums.

## 6. **GAELIC Member Survey**

Update postponed. Item to remain on agenda for revival late 2006

*Doc 10 and 11* **NOTED**

## 7. **SACAT as a resource**

See Doc 9 item 4.7

This issue has been resolved and is now closed.

**NOTED**

## 8. **University of Botswana membership inquiry**

*Doc 12* **NOTED**

## 9. **Finances**

*Doc 13. Financial summary 01/01/06 to 31/05/06*

**APPROVED**

## 10. **New Items**

10.1 Counter Project. Request for funding

*Copy of email from Dorette Snyman distributed at meeting.*

SASLI would be arranging a country-wide lecture tour for Peter Shepherd, Director of Project COUNTER. Librarians and other interested parties would be invited to attend

his lecture in Gauteng (under the auspices of GAELIC) on 28 July. GAELIC was requested to contribute R2,000 toward his accommodation and travel costs.

**APPROVED**

10.2 Nelinet Project. Request for support

*Copy of email from Dorette Snyman distributed at meeting.*

A workshop for GAELIC member institutions presented by Arnold Hirshon, Executive Director of NELINET Consortium, has been arranged for 3 August. No financial contribution is required but the support of the FOTIM staff in arranging this workshop is requested.

**APPROVED**

10.3 GAELIC Director / FOTIM General Manager: Vacancy

Dudu Nkosi reported that the FOTIM office had completed a Need Analysis survey of its member institutions, which would inform the Business Plan 2007-2009. The requirements for filling the vacancy would be based on the results of the survey, and would be addressed by the FOTIM Board at its meeting in August.

**11. Next Meeting**

1 November at TUT (Soshanguve campus)

**12. Closure**

The meeting ended at 13h15

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SIGNED

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DATE