

MINUTES of the GAELIC GOVERNING BOARD MEETING

**Held 10h00 on 25th NOVEMBER 2008, at the North West University Potchefstroom Campus
CHAIRPERSON: MR ROBERT MOROPA**

1. Welcome, attendance and personalia

R. Moropa

The Chairperson welcomed all and thanked them for attending. Special **welcome** was given to the external member representatives, namely Lineo Mariti from the National University of Lesotho and Dudu Mbaakanyi from the University of Botswana. Congratulations were given to Kay Raseroka in her absence on her appointment to the eIFL Advisory Board

Attendance:

Anette van Vuren	University of Johannesburg (AvV)
Felix Ubogu	University of the Witwatersrand (FU)
Hannie Sander	University of Johannesburg (HS)
Joyce Gozo	Vaal University of Technology (JG)
Judy Henning	UNISA (JH)
Dudu Mbaakanyi	University of Botswana (DM)
Lettie Erasmus	UNISA (LE)
Lineo Mariti	National University of Lesotho (LM)
Robert Moropa	University of Pretoria (RM)
Tom Larney	North-West University (Potchefstroom) (TL)
Vivian Agyei	Tshwane University of Technology (VA)
Zodwa Magwenzi	FOTIM (ZM)
Carole Willis	FOTIM (CW)

Apologies:

Betsy Eister	North-West University (Mafikeng)
Buhle Mbambo-Thata	University of South Africa
Kay Raseroka	University of Botswana
Kgabi Chuene	University of Limpopo (Turfloop)
Moshoesgoe-Chadzingwa	National University of Lesotho
Mushoni Mulaudzi	University of Venda
Rachel More	University of Limpopo (Medunsa)
Steven Visagie	University of Namibia

2. Changes/Additions to the Agenda

Item 8.1 Disability Conference and Document 6.1 supporting Item 9.2 were added

3. Minutes of previous meetings

R. Moropa

Minutes of the GGB Meeting held on 29 July 2008 – *Document 1 for approval*

Page 1 Correction *Lepotho* should read *Lephoto*

Page 2 Item 5 *SCANUL-X* should be *SCONUL - ECS*

item 6.2 This purpose *for* the meeting should read *The purpose of* the meeting

The minutes were approved subject to the changes made above

4. Matters arising from the minutes

R. Moropa

(Agenda items 5-10 unless otherwise indicated)

- Item 6.2 Revision of the Constitution (*agenda Item 5.2.3*)
Library Director Nomination of Candidates (*agenda item 5.2.8*)
Compilation of Profiles (*agenda items 6*)
- Item 6.3 2 Benefits of GAELIC membership (*agenda item 5.2.5*)
Namibian Project (*for noting*)

It was noted that Namibian membership of GAELIC would expire in 2009 and was not likely to be renewed. The expiry date of the Mellon Foundation funding was extended until March 2010.
Noted Document 1.2

- Item 7.1 Innopac project (*agenda item 6.1.2*)

5. Steering Committee

R. Moropa

5.1 Minutes of the Steering Committee Meeting 21 October 2008 – *Document 2 for noting*
Noted

5.2 Matters arising from the Steering Committee Meeting

R. Moropa

5.2.1 Challenge to be more people focused

RM asked ZM to report on the discussion from the Steering Committee meeting. The challenge is to maintain the motivation and a high reputation of the GAELIC programmes ten years plus into the programme. As the initial objective of GAELIC was to initiate the joint Innopac system and to collaborate in the joint purchasing of journal subscriptions, in order to maintain relevance we could consider the initiation of a new project. Failing this, nothing would be lost if we decided not to do tackle a new project and maintained a status quo (TL). FU suggested we benchmark our activities against those of other similar consortia. HS suggested an investigation into a project considering how we can share African research resources and also look at the role of the library in the 21st century.

5.2.2 Role of the programme manager

RM presented the Steering Committee decision about the role of the GAELIC programme manager as facilitator and HS recommended that a document outlining the basic concepts be sent to all GGB and Operational Team members for clarity.

5.2.3 Constitution amendments

Document 2.1 for comment

The Board members made suggestions for amendments to the Constitution which would make it more up to date. There was overall agreement to attach the “Criteria for membership” section as an addendum. Suggestions for amendment to this addendum section were to be circulated to the Board members for further comment and input.

5.2.4 External Membership of GAELIC

RM informed the Board that at the SANLiC AGM held on 20th November, it was agreed that GAELIC external members were accepted as full members of SANLiC with complete rights.

5.2.5 Benefits of GAELIC Membership amended

Document 2.2 – for approval

Members felt that this document needed some further amendments and that it was to be circulated in Word format to enable online comment and input

5.2.6 SANLiC negotiations

Document 2.3 – for noting

Members discussed the implications of the four and five tier pricing structure and the background to this approach. There was concern about its application to the external members

and the validity of their student numbers. VA was advised to take concerns about her intuition directly to SANLIC for further discussion and clarification

5.2.7 Focus Group disbandment

Document 2.4 – for noting

The content of the letter was noted and there was general agreement that it could be sent out.

5.2.7.1 Representation by previous Focus Groups

The Members noted the problems that arose from isolated cases where individuals were still representing GAELIC even though the Focus Group had been disbanded. LE is to ask Sabinet to communicate with CW about their new structure which is under development.

5.2.8 Appointment to Operational teams letter

Document 2.5 – for noting

The content of the letter was noted and there was general agreement that it could be sent out.

6. Strategic Objectives Areas and Report Backs

6.1 Objective 1

J.Henning

Document 3.1 - for noting

6.1.1 Report & 6.1.3 Innopac Survey

Documents 3.1.2 & 3.1.3 noted

A new title for this Objective area was suggested. The Board agreed that this would be “To promote optimal use of the Millennium system in GAELIC member libraries”. A follow up workshop would be held to deal with the outcomes of the Survey workshop held in July. It is envisaged that prioritization of issues and work breakdown structures will be covered in the workshop.

JH dealt with the issues in Document 3.1.3 under item 6.1.3 which were covered in her document 3.1. Issues were noted and would be covered by the proposed workshop.

Issues highlighted by Document 3.1.2, relating to the University of Venda training exercise were noted. It was proposed that the final amount of money allocated for training purposes be used to employ a contract trainer to assist the University of Venda system personnel during the interim phase until the new system administrator was employed, in order to maintain momentum gained from the training provided. This suggestion was approved by the Board members.

JH and LE would update the report to Mellon to reflect both the progress so far and the decisions taken by the board at the GGB meeting.

It was noted that the National University of Lesotho would like to acquire the Millennium system but did not have adequate funds to do so. (LM)

6.1.2 Profile

Document 3.1.1 – for noting

The profile document for Objective 1 was accepted by the Board.

6.2 Objective 2

V. Agyei

6.1.1 Report

Document 3.2 – for noting

VA gave a summary of the report as presented in the document and highlighted the issues around the problems experienced from both the lack of response to the VLE survey and the

high cost of Project Management courses. Details were given about the discussions with CHELSA and LIASA regarding information literacy training options fro 2009.

6.1.2 Profile

Document 3.2.1 – for noting

The profile document for Objective 2 was accepted by the Board.

6.3 Objective 3

H. Sander

6.3.1 Report

Document 3.3 – for noting

The overlap between objective areas 2 and 3 was discussed and it was decided to move the mentorship initiative to the Objective 2 area.

The issue around the Focus Groups functioning was raised especially with relation to the representation of GAELIC at national and international level. Of particular concern were NACO and IGBIS.

Progress in this objective area was being hampered by the lack of an Operational Manager. Other ideas that were discussed were joint purchasing options that were not included in the SANLiC negotiations and the need to include the challenges facing the cataloguing staff especially in relation to metadata matters.

6.3.2 Profile

Document 3.3.1 – for noting

The profile document for Objective 3 was accepted with minor revisions by the Board

The meeting adjourned for lunch.

7. **Progress reports**

C.Willis

Document 4- for noting

7.1 Nothing new was highlighted as the document was a summary of the various reports as presented at the meeting.

7.1 RM added his thanks to all involved in the process so far as reflected in his contribution to the Progress Report. It was also noted that Peter van Eldik's contract would expire at the end of the year and he would no longer play an active part in GAELIC as he was now more involved in the research arena.

8. **Report of the FOTIM Director**

Z. Magwenzi

ZM called attention to the fact that the FOTIM Vuma project had been awarded three million rand boost from the Ford Foundation over the next two years. She mentioned that GAELIC needs to either consider adopting a new project or to use the next phase of the system investigation as the current project.

8.1 CW mentioned that the Disability Conference to be held in March 2009 had a component of challenges facing library services provided for the disabled and encouraged members to both submit papers and to participate.

9. **SANLiC**

R. Moropa

9.1 Membership fees

(Document 6 – for noting)

As SANLiC was in a healthy financial state there would be no service increase for the year.

9.2 Report back from the AGM

(Document 6.1 – for noting)

The issues that were highlighted include:

The contract with eIFL was to end in May 2009 and SANLiC are to advertise to fill the post to be vacated by S Veldsman.

The problem dealing with the benefits of GAELIC external members was resolved and these members have been recognized as full SANLiC members.

eIFL would hold a workshop in March 2009 dealing with issues of handling negotiations and other related issues. SANLiC would subsidize partial payment of the attendance fees of two members per institution

As there needs to be an alternative GAELIC Board member for the SANLiC Board, Felix Ubogu was proposed as this alternate member.

There was discussion about the fairness of voting rights where consortia representatives attending on behalf of several institutions had the same number of votes as members representing individual institutions. It was felt that each member institution should have a vote irrespective of whether they were represented individually or as part of a consortium.

10. Finances

C Willis

10.1 GAELIC Financial Report for January to October 2008

Document 7.1 – for approval

As requested by Anke McCallum the R10 000 item under Project Operational Cost for the carry forward of the reserved funds of Mellon Grant is to be removed from the budget now that the money has been spent. Agreed

Document APPROVED

10.2 GAELIC Innopac Investigation Financial Report as at October 2008

Document 7.2 – for approval

APPROVED

10.3 Innopac Investigation Grant Report as at Nov 2008

Document 7.3 – for approval

APPROVED

11. New Matters

C. Willis

11.1 IUG:SA Task Team

CW reported on the formation of an Innopac User Task Team that was formed at the User Group meeting where members could have a platform for sharing experiences between regions and maintain contact year round rather than only at the annual national meeting. Current urgent issues raised were the need to establish a permanent website; to consider ways to establish closer contact with the III representatives to deal with South African issues and enhancement requests; and to look at ways to interact and share experiences across the geographic regions. LE requested that the Team include a representative from the GAELIC system administrator group and suggested that the TUT administrator be considered for this.

Also under discussion was the value and content of the Director's Symposium. GGB members felt that this event should be of a more strategic nature

12. Next Meeting and Closure

R Moropa

The Chairperson closed the meeting with thanks to North West University, Potchefstroom Campus for hosting the event. He also thanked members for attending and for their hard work. ZM added her thanks for support given over the year.

The next meeting will be held in April at the University of Botswana

Date to be arranged by Ms Carole Willis.

The meeting closed around 15h00.

Signed

Date