

Minutes OF THE GAELIC GOVERNING BOARD MEETING HELD ON FRIDAY 31st JULY, AT 10H00 IN THE LIBRARY BOARDROOM. UNIVERSITY OF BOTSWANA, GABORONE

CHAIRPERSON: MR ROBERT MOROPA

1. Welcome, attendance and personalia RM

Kay Raseroka welcomed all to Botswana and to the University and presented the attendees with a coaster to remind us of the visit.

Robert Moropa then welcomed members to the meeting and asked them to introduce themselves to the group.

There was a moment of silence in remembrance of recent bereavement at the universities of Botswana, South Africa and Johannesburg.

Attendance:

Mr Robert Moropa [RM]	University of Pretoria (Chair)
Ms Mushoni Mulaudzi [MM]	University of Venda (Chair Elect)
Ms Betsy Eister [BE]	North West University
Ms Hendra Pretorius [HP]	North West University
Dr Buhle Mbambo-Thata [BMT]	University of South Africa
Mr Felix Ubogu [FU]	University of the Witwatersrand
Ms Kay Raseroka [KR]	University of Botswana
Mr John van Niekerk [JvN]	University of Limpopo
Mr Tom Larney [TL]	North West University
Ms Vivian Agyei [VA]	Tshwane University of Technology
Ms Kgabi Chuene [KC]	University of Limpopo
Ms Matseliso Moshoeshoe-Chadzingwa [MMC]	National University of Lesotho
Dr Zodwa Magwenzi [ZM]	FOTIM
Ms Janet Zambri [JZ]	University of the Witwatersrand
Ms Carole Willis [CW]	FOTIM

Apologies:

Ms Hannie Sander	University of Johannesburg
Dr Judy Henning	University of South Africa
Ms Lettie Erasmus	University of South Africa

As the Vaal University of Technology library head had recently resigned, no representative was available to attend the meeting

2. Changes/Additions to the Agenda RM

The agenda was accepted without changes

3. Minutes of previous meeting RM

3.1 Minutes of the AGM held 6th May 2009

Minutes noted

3.2 Minutes of the GGB held 6th May 2009

Minutes APPROVED with minor revisions:

Item 1. Apologies

Apologies from Dr Buhle Mbambo-Thata to be added

3.3 Minutes of the Exco Meeting held 13 July 2009

Minutes NOTED with changes made to item 5.1.2 "University of Limpopo" was to read "University of Venda"

4 Matters arising from the minutes of the GGB meeting held 6 May 2009 **RM**

4.1 Item 11.4 Survey 2005 see under Agenda Item 5.2.1

Accepted

5 Strategic Objective areas and reporting back **RM**

5.1 Objective 1 **LE**

5.1.1 Workshops

Report - Noted

Kay thanked the Team for the varied range of the workshop and said her staff found it useful and encouraging to hear about the experiences of the other members. She asked for an investigation into the provision of a mentoring service for the staff of the University of Botswana who would like to be guided when doing presentations at future GAELIC events.

The Team at the North West University (Potchefstroom Campus) were thanked for their effort in creating a Bulletin Board for this group and offering to host it and the presentations from the workshop.

5.1.2 Venda contract report **CW**

Mushoni asked that the report be referred back to her for corrections before being accepted

Request Noted

Kay felt that the document had value as a checklist of requirements for all system set ups and suggested that an overall guidelines document be drawn up by the Team as a universal check list of items and processes to be activated. The Team will be informed of the request

5.2 Objective 2 **RM**

5.2.1 Survey 2005

The results of the 2005 Survey were presented and discussed. It was acknowledged that many of the recommendations were still valid but it was felt that there was a need to update the study. *Noted.*

Based on recent developments and conferences attended by the Board members, suggestions were made regarding the establishment of a GAELIC digital library initiative and the need to consider new projects in this area. Felix proposed the formation of an "African digital libraries and archives initiative" and this was supported by Buhle. Matseliso agreed with this idea as Lesotho felt the need to be working in collaboration with other libraries in this area. Tom proposed that the group be afforded the opportunities to tap into any expertise that already existed amongst GAELIC member institutions for this project.

In conclusion, there was general consensus that GAELIC builds on the recommendations of the 2005 Survey and investigates ways to interrogate them in order to gauge more recent feelings. Buhle suggested the “light touch review” process which would help us to prioritise our focus. This would entail looking at the Opportunities from the SWOT section of the 2005 survey and building on them.

It was further decided that a task team (headed by Felix and supported by Buhle) be established to create a concept document that could be used as the basis for the working application for the African digital initiative. Both Tseli and Betsy Eister expressed an interest in being involved with this group. Several titles were proposed for the initiative including GRIDA (GAELIC research initiative for digital archives) and GRAIL

It was recommended that the group meet before the next GGB meeting which is scheduled for late October in order to present their plan at the next meeting.

5.2.2 Status report

VA

After a rather slow start to the year, caused by the resignation of the Objective 2 Operational Manager, this area is now fully functional. A new Operational Manager was appointed and we thank Felix for his support of the appointment of Janet Zambri from Wits to the Team.

The Team continues to look for areas of collaboration both within the GAELIC Team structure, with other FOTIM projects and with the national library bodies. The training aspects of the Objective 1 group were included in the strategic planning session held on the 28th July and this group will be included in the summer training camp planning.

GAELIC had proposed that a suggestion that they offer administrative services to assist CHELSA and this was noted. Vivian was to take the issue up at the next meeting, In the meantime, GAELIC will continue to consider ways to co-operate and support CHELSA.

5.2.3 Workshop outcomes

JZ

A successful workshop was held at Wits on the 28th July with 23 participants giving input into the plans for this year. It was acknowledged that there is often a fear and insecurity attached to an assessment of training needs amongst the library staff and that the Team would have to take special care when trying to get the responses they required for their planning.

The GGB members welcomed the idea of doing an investigation into establishing a list of core competencies related to specific jobs within the sector. It was suggested however, that the survey be conducted at a national level in order to gain maximum benefit. Members of the Operational Team are to investigate the possibility of linking this project to other capacity building initiatives being carried out by the national library bodies.

Members accepted the idea of holding an annual training camp at the end of the academic year as well as their decision to hold the GAELIC and Friends Marketing Fair once again.

The issue around the possibility of creating a succession planning guideline was also raised but members noted that a study had been done in the past. The GAELIC Office was asked to investigate this before any further action is taken.

The Tabled Report was noted

5.3 Objective 3

ZM

5.3.1 Status report

Zodwa referred to the request made at the Executive Meeting on the 6th May 2009 to have Prof Peter van Eldik attend the GGB and facilitate a short workshop to discuss the future of this Objective area. The GAELIC Office has been in consultation with Prof Van Eldik who had responded with an email to the FOTIM Director. In this he commented that in general the Objective 3 area dealt with the issues of cost effectiveness of resources purchasing and the formation of strategic partnerships, whereby GAELIC members could benefit from the sharing of expertise and funds.

Since the original GAELIC process had largely moved to and been adopted by COSALC/SANLiC and as there are no obvious opportunities at present to drive this initiative, members should rather consider placing this area on hold until future opportunities for this Objective area presented themselves.

The members felt that the problem arose out of the confusion about the full focus of this objective and felt that greater clarity was needed. The creation of a concept document was suggested in order to assist in the understanding of the issues. Once this had been done the GGB members would make a decision about the future of this Objective and if needs be, a champion would be elected to take the process forward. .

5.3.2 CHELSA collaboration

As Vivian had already made mention of the overall approach that was being taken by GAELIC in relation to both CHELSA and LIASA under item 5.2.2, no further discussion ensued.

6 Report of the GAELIC Chairperson & Programme Manager

RM/CW

Noted and accepted

The Chair thanked the Programme Manager for her input. Members asked for comment on item 3.1 -National Library Charter and the implications for the academic library sector. As the report dealt with many of the issues under discussion at the GGB meeting no further comments were made.

7 Report of the FOTIM Director

ZM

Noted

Zodwa highlighted some of the current progress and development within the other FOTIM Programmes. Of special note was the progress of the VUMA! Project, which was gaining momentum. She re-emphasized the need to consider ways to integrate GAELIC efforts with the other FOTIM projects.

Other noteworthy items were the FOTIM investigation of current issues facing the Higher Education sector, specifically the high dropout rates and the shortage of student accommodation.

Also mentioned was the expansion of the Disability project towards a more national focus and the need to include library service delivery challenges. The members of the GGB felt that it would be a valuable exercise if a document of best practice could be produced for all the libraries as a suggested guideline for the handling of service to users with disability.

Zodwa further mentioned that, as FOTIM was in the process of doing a fund raising drive in support of current projects, the library programme would be included in this effort to not only

identify current needs and concerns but also the drawing up of concept documents which could be presented as funding proposal to potential donors.

8 SANLiC report back

RM

Various issues highlighted in the SANLiC documents were discussed:

Robert was concerned about the representation of FOTIM by the GAELIC chair as this post moved to a new person every 2 years which created a lack of continuity.

The Board suggested that SANLiC should have a process of co-opting people for special projects as the need arose to ensure continuity for special projects. The issue was to be further investigated by a perusal of the Constitutions and policy documents of both organizations. This was to be done by the Chair, Chair elect and FOTIM staff present. Agreement to allow the GAELIC chair to be co-opted to SANLiC after they had served their term would have to be given by the FOTIM Board.

The Board members discussed the danger of setting a precedent by giving the members of the Reference Group and additional person remuneration and suggested that in future any monies allocated should go to the institution and not to the individual.

9 Finances 01/01/2009-31/05/2009

CW

Financial Report - APPROVED

10 New Matters

RM

There were no new matters raised

11 Next Meeting

John van Niekerk agreed to host the next meeting at the University of Limpopo (MEDUNSA). Date to be discussed and finalised.

12 Thanks and Closure

RM

The Chair thanked the members for their attendance and the lively debate and interaction. Once again the University of Botswana were thanked for hosting the event.

Chairperson

Date

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