

Draft Minutes

OF THE ANNUAL GENERAL MEETING AND GAELIC GOVERNING BOARD MEETING HELD ON WEDNESDAY 6th MAY 2009, AT 10H00 IN THE BOARDROOM, 4th FLOOR, WARTENWEILER LIBRARY, UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG.

CHAIRPERSON: MR ROBERT MOROPA

1. Welcome, attendance and personalia RM

The Chairperson welcomed all to the Annual General Meeting of GAELIC and gave special thanks to those who had travelled far to attend. Modisa Khosie was welcomed as the representative for the University of Limpopo (Medunsa campus). A letter of apology and farewell from Ms Rachel More was read and a special word of congratulations was given in absentia to her for her new appointment at the National Library.

Attendance:

Mr Robert Moropa	University of Pretoria (Chair)
Ms Betsy Eister	North West University
Mr Felix Ubogu	University of the Witwatersrand
Ms Kay Raseroka	University of Botswana
Ms Lettie Erasmus	University of South Africa
Mr Modisa Khosie	University of Limpopo (Medunsa)
Ms Mushoni Mulaudzi	University of Venda
Mr Tom Larney	North West University
Ms Vivian Agyei	Tshwane University of Technology
Dr Zodwa Magwenzi	FOTIM
Ms Carole Willis	FOTIM

Apologies:

Ms Hannie Sander	University of Johannesburg
Ms Joyce Gozo	Vaal University of Technology
Dr Judy Henning	University of South Africa
Ms Kgabi Chuene	University of Limpopo

Ms Rachel More	ex University of Limpopo
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2. Changes/Additions to the Agenda RM
"11.4 Strategic Direction" was added to the Agenda

ANNUAL GENERAL MEETING

3. Minutes of previous AGM held on 08 April 2008 RM
 Minutes APPROVED with minor revisions:
 p.2 Ms Gerda Ehlers University of Pretoria
 p.5 Doc 10.3 3rd sentence to read *"The intention is to create...."*

3.1 Outstanding matters arising from the AGM of 2008
There were no outstanding issues arising out of the 2008 AGM

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| 4. | GAELIC section of the FOTIM Annual Report 2008
Annual Report - NOTED & ACCEPTED | RM |
| 5. | Nomination of GAELIC Chair-elect
Congratulations to Ms Mushoni Mulaudzi who was elected as the replacement Chair-Elect for the current period. | RM |
| 6. | Revised Constitution
Amendments ACCEPTED & ADOPTED | RM |
| 7. | Financial reports 2008
Reports - NOTED | CW |

BOARD BUSINESS MEETING

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| 8. | Minutes of previous GGB meeting held on 25 November 2008
GGB Minutes 25 th Nov 2008 - ADOPTED & SIGNED | RM |
| 9. | Matters arising from the minutes | RM |
| 9.1 | Role of Programme Manager/Guidelines for Teams
NOTED & APPROVED
The issue of funding as reported in the Guidelines documents raised some questions and the FOTIM staff are to meet to clarify this point for the members | CW/ZM |
| 9.2 | Benefits of Membership
See under 10.2.2 | RM |
| 9.3 | Operational Team members
List - NOTED | CW |
| 9.4 | Focus group disbandment and letter
NOTED | CW |
| 9.5 | INNOPAC | |
| 9.5.1 | Mellon grant report back and financial report
Final Report - NOTED
Financial Reports - NOTED
As the project is complete the Agenda item will in future be titled <i>Millennium system</i> .
Judy Henning and Lettie Erasmus were thanked for the sterling work done during the project and in the compilation of the final report. Kay Raseroka commended the usefulness of the project in the planning strategy at the University of Botswana. They were asked to consider writing an article about this project for formal publication and/or presentation. | ZM |
| 9.5.2 | INNOPAC Training Report
NOTED | LE |
| 9.5.3 | Namibia report
NOTED | CW |
| | With the termination of this project, the University of Namibia's membership of GAELIC would cease. | |
| 10 | Steering Committee | RM |

There was a request that in future this committee would be known as the Executive Committee

10.1 Minutes of the Steering Committee Meeting 17th April 2009
Executive Committee Minutes 17th April 2009 – NOTED

10.2 Matters arising from Steering Committee Meeting

10.2.1 Annual review of programmes

10.2.2 Membership benefits document

10.2.3 Ratification of changes to the Constitution see item 6

All matters arising would be dealt with under new agenda item 11.4 Strategic Direction

11 Strategic Objective areas and Reporting Back

11.1 **Objective 1** LE

11.1.1 Workshops

Outcome of workshop - NOTED LE

11.1.2 Team meeting

Action plan - NOTED

11.1.3 INN Touch article LE

Article – NOTED

Lettie Erasmus gave a summary of events related to the Objective 1 area progress. A workshop held in March 2009 resulted in the short listing of 3 priorities out of a possible 9 identified at the 2008 workshop. These 3 were chosen to drive the action planning for the Team for 2009. There would be 3 meetings this year and one was to be a workshop to be held in July. The article about library consortia in South Africa resulting from the need to have an integrated library system was published in the III newsletter.

11.2 **Objective 2** VA

11.2.1 Status report

Report - NOTED

11.2.2 Operational Manager Resignation

NOTED

11.2.3 Team Meeting Notes

NOTED

Vivian Agyei gave a report back on the progress of the Objective 2 area Group activities. Of major concern was the loss of sponsor with the resignation of Ms More and the failure to get approval from the library director for the appointment of the selected Operational Manager. As no volunteer or nomination submissions were received from the Team, Ms Agyei was to conduct follow up discussions with said library director. Funding for training from the LIASA CICD project would be available to GAELIC member staff.

The Team would hold a workshop to plan for 2009 before the end of July.

11.3 **Objective 3** CW

11.3.1 Convenor Resignation

NOTED

11.3.2 Appointment of new Convenor CW

As none of the sponsors approached were willing to step in as a replacement Convenor for this area it was decided that the issue would be discussed under agenda item 11.4. After further discussion a decision was made to shelve the appointment of a convenor for the time being.

11.4 **Strategic Direction** RM

Concerns were raised about the direction that GAELIC was taking. The lack of attendance by Board members at key meetings such as the AGM and GGB had raised the necessity to reconsider the value of the 3-strategic objective approach, current functioning and relevance of GAELIC. It was suggested that a seminar be held to

ascertain the challenges faced by academic libraries within the current higher education arena and how GAELIC libraries could respond to these. The overall feeling was that many of the challenges facing the academic library were more national than regional and needed to be tackled at this level. However, it was recognised that GAELIC could play a role in identifying specific needs from the regional members. The decision was made to use a two prong approach. To conduct both visits to each institution to find out what the grass roots needs of staff are and their opinion of what GAELIC can do for them on an individual level and then to carry out a more in-depth research survey of overall needs based on these findings.

Lettie Erasmus cautioned about duplication of effort as a similar process had been followed in the 2005 library survey conducted by Peter Underwood. These particular results of the survey had never been used for any further investigation. The Programme manager was to obtain a copy of this survey and to send it to members of the Executive Committee for consideration either as a useful documents and basis for the strategic plan or to decide if it needs be updated before any further action was taken.

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| 12 | Report of the GAELIC Chairperson & Programme Manager
NOTED and accepted
As the report dealt with the issues under discussion at the Board meeting the Programme Manager gave no further comments on the progress of the GAELIC projects. | RM/CW |
| 13 | Report of the FOTIM Director
NOTED
The Director called attention to the other programmes within FOTIM and their progress | ZM |
| 14 | SANLiC report back
NOTED | RM |
| 15 | Finances 01/01/2009-31/03/2009
Financial Report - APPROVED | CW |
| 16 | New Matters
None | RM |
| 17 | Next Meeting
University of Botswana offered to host the next meeting. Dates to be decided | |
| 18 | Thanks and Closure
The Chair thanked the members for their attendance and the lively debate and interaction. He thanked Felix Ubogu and staff for hosting the meeting. | RM |

Meeting closed at 13.30