**LIR COMMITTEE**

**24th November 2017**

**North Training Room, Berkeley Library, TCD**

**Present**: Frank Brady, Peter Fleming, Breeda Herlihy, David Kane, Peter Reilly, Elaine Doherty, James Molloy, Clíona Ní Shúilleabháin, Glenn Wearen,

**Apologies:** Jerald Cavanagh, Jennifer Ball, Ronan Kennedy.

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| **Actions** | **Minutes** |
| **1: Minutes and Matters arising from meeting 24th October** |
|  | * Minutes as drafted were agreed

**Action: BH to upload to committee area of LIR website.** |
| **2: Initial reflections on LIR annual seminar 2017** |
|  | * All were agreed that the seminar had gone well and all talks complemented each other.
* There was some discussion around increasing attendee numbers with various elements to be addressed for future seminars
	+ Change date of seminar from November to January in 2019 to avoid the congestion this year (i.e. Rare Books Group and HSLG ran events on 24 November, HEAnet earlier in the month had two talks in common with LIR seminar, CONUL T&L seminar previous week)
	+ Continual promotion of the seminar throughout the year to keep it in people’s minds rather than the gap we left this year between ‘Save the Date’ announcement in May and the programme announcement in November.
		- Keep a list of mailing lists to be announced e.g. LIR-L, LAI, Heads of iSchools at DBS & UCD.
		- Review lists of previous seminar attendees to target for future announcements
	+ Use Event brite as an alternative registration facility as this would also serve to advertise it beyond LIR-L interest group.
	+ A dedicated communications officer would support existing roles to ensure that the seminar is widely advertised
	+ A new venue, such as the RCSI would attract people’s interest in seeing a new library facility.
	+ Link in attendance at the seminar with the Rudai 23 training programme.
* Attendees to be contacted to ask if they want LAI CPD certificates. **Action: JB to arrange certificates with LAI. PR to query with LAI/Philip Cohen, Convenor, LAI Education Committee: CPD if LIR Seminar can be given CPD certificates as a standing request rather than requiring advance approval every year.**
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| **3. Chair’s Report** |
|  | * All approved the Chair’s report
* **Action: PF to note requirement for LIR Committee representation prior to circulate to directors of LIR member institutions.**
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| **4: Treasurer’s Report** |
|  | * GW noted that the bank balance is currently approximately €3,000 but was unable to present a detailed Treasurer’s Report given ongoing difficulty with the bank branch. Another meeting will be set up with the bank to resolve the ongoing issues.
* **Action: GW and PF to arrange to meet with the Bank.**
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| **5: Proposed Motions to Amend Constitution** |
|  | PR circulated proposed motions to amend the LIR constitution via the LIR-L mailing list on Monday 6 November * ED proposed **Motion No 1: If members fail to meet the full Committee membership of 14 for attending the AGM, the LIR Heanet Group will be disbanded**. PF seconded the motion. All approved. Motion passed.
* FB proposed **Motion No 2: Members nominated to represent their institutions at LIR Committee meetings, must attend one meeting annually excluding the AGM** CNS seconded. All approved. Motion passed.
* BH proposed **Motion No 3: The Committee should comprise 14 members, which includes nominated members from LIR Member institutions, and LIR Associate Member institutions**. JM seconded. All approved. Motion passed.
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| **6: AOB** |
|  | * Clíona Ní Shúilleabháin, TCD will be stepping down from the LIR Committee forthwith. The Chair and Committee acknowledged her fantastic support for LIR Group activities and wished her well in her new role.
* Next meeting

**Action: BH to send Doodle poll for next meeting and Christmas lunch****Action: ED to confirm DIT Aungier St.** |