**LIR COMMITTEE**

**7th March 2017**

**HEAnet, Dublin**

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

**Apologies:** Jerald Cavanagh

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| **Actions** | **Minutes** |
| **1: Minutes (Dec 8th)** |
|  | * Minutes of Dec 8th 2016 approved with following matters arising
* GW confirmed that thank you gifts have been sent to the 2016 speakers.
* CNS confirmed that Trinity Long Room Hub has been booked for seminar on 24th November, 2017.
* **Action: JB to test Google drive used for LIR Seminar 2016 or set up new drive for LIR Seminar 2017**
* **Action: PF to liaise with Jenny Byrne and GW to take over registration process**
* **Action: All committee members to give any LIR branded material and seminar materials to Glenn Wearen who now has designated storage space at HEAnet for this material.**
* **Action: PR to find Seminar Task List either on Google Drive or e-mail archive and pass onto BH.**
* **Action: GW to investigate live streaming for 2017 seminar.**
* **Action: PR to remind Ellen Breen to nominate a DCU representative for the committee and Ronan Kennedy, NUIG to nominate a NUIG representative for the committee.**
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| **2: Proposals for theme for LIR seminar 2017** |
|  | * After brainstorming for a possible theme, the following theme was agreed upon: “Library support for digital learning” with subtopics of copyright, learning analytics and reading lists/PDA to be considered.
* **Action: all to consider the theme and devise a title for selection via the mailing list in 2 weeks’ time (w/e 24 March). Once title has been agreed, all to identify possible speakers and bring to the next LIR meeting for discussion on who to approach.**
* **Action: BH to poll for next meeting date preference 26/27 April**
* PR discussed low feedback at LIR Seminar 2016 and suggested a new approach. The Stephen Brookfield Critical Incidence Questionnaire and certain apps Socrates, Cahoot and Meant meter were some suggestions.
* **Action: JB, JM, CNS to form a working group to address alternative feedback gathering mechanisms.**
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| **3: Feedback from LIR workshop at CIT Library** |
|  | * Feedback was generally positive to the Troubleshooting and Monitoring library web sites and e-resources workshop held on 18th January in CIT Library.
* GW is satisfied that two workshops on this topic is sufficient
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| **4: Future Workshops Planned** |
|  | * Workshop on Web security is the second workshop to be organised for June 2017 with possible dates of 14-16th or 21-23rd or 28-30th June nominated.
* Brian Hickey, DBS has been confirmed as the facilitator and University of Limerick as the venue.
* All agreed to the extended speaker’s fees of €550.
* **Action: FB, BH & PR to organise workshop**
* Workshop on ‘Library Carpentry’ to be organised for either August 2017 or January 2018 in Waterford
* **Action: DK and BH to liaise and organise workshop.**
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| **5: LIR Bursary** |
|  | * A call for the LIR bursary to be circulated. The successful recipient will receive €500 toward the cost of conference attendance. They are expected to give a 15 minute presenation at the LIR seminar on the conference.
* **Action: PR to check e-mail archives for bursary application form and template e-mail. GW to check Drupal archive.**
* **Action: PR to circulate a call for applications with an application deadline date of 21 April 2017. Applications will be considered at the next LIR committee meeting. More than one award may be made if the applications are of sufficient quality.**
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| **6: AOB** |
|  | * GW and PF are now signatories on the LIR account and signed off a cheque. GW reported continuing difficulties with Bank managing the LIR account. A cheque issued to TCD for the 2016 seminar costs has not been paid by the bank. GW will issue another cheque for the same purposes to give the bank a second chance to make payment. The issue of the service from the bank will be considered at the next LIR committee meeting.
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