

## **Unconfirmed minutes of the JIBS User Group Annual General Meeting held at Manchester Metropolitan University on 25 November 2004**

1. Apologies for absence. Apologies were received from Alun Edwards, Ruth Stubbings, Betsy Anagnostelis, Gary Horrocks, Linda Humphreys, Kathy Abbott
2. Chair's Report.

Chair reported that three new members had joined the Committee this year, of whom one, Caroline Williams, has since resigned following her appointment to a new post. Committee issues would be covered later in the agenda under item 6. An overview was given of the work of the JIBS user Group, with particular regard to this year's activities. Reference was made to liaison with JISC and others, for example in relation to issues such as JORUM, JISC resource guides, database negotiations and issues around walk-in users. Also JIBS Committee members represent the Group on other committees and groups e.g. Web of Knowledge and Ovid Enhancement Committees. This year, a publicity leaflet had been produced to commercial standards. The Group aimed to run three workshops per year. This year an update workshop on JISC discovery tools had been under-subscribed and had not run, but the others, on resource lists and this afternoon's workshop on walk-in users, had proved popular. The Group had also contributed to the House of Commons Science and Technology Committee's examination of scientific information.

During the next year, the Group aimed to reflect on its name and role and would consult members on these issues. It would also aim to sort out a number of 'housekeeping' issues, particularly membership and representatives, and would also produce a programme of further work.

3. Treasurer's report

Hon. Treasurer presented a sheet showing the Group's accounts. She reported that these had been audited by Mr. Colin Smith, an auditor in her own institution (Aston University).

The Group's main source of income was from subscriptions, which generally produced around £5,000 from a subscription fee of £55 per institution. This year expenditure had exceeded income, due partly to the production of the publicity brochure. However, the Group had benefited from two substantial donations during the year, from JUGL and from the ProCite User Group, both of which had ceased to operate. This meant that finances remained very healthy, with a closing balance of just over £35,000.

4. Membership issues

It was reported that efforts were being made to update and rationalise the Group's discussion lists, LIS-JIBS-MEMBERS and LIS-JIBS-REPS. The aim was to remove any confusion between the two; members could include several people from the same institution, whilst there should be only one representative for each.

5. Name of Group and constitution.

Chair reported that the Group's constitution had originally been drawn up many years ago. Committee members had re-drafted it to update it and remove anomalies. It had not been possible to circulate a draft before the meeting, but there was a copy on the website. Reps would be contacted to ask them to look at the draft and make comments and suggestions before the end of the year. The Committee would also be looking at the name and role of the Group, having regard to dovetailing its work with that of other groups and ensuring that the group's aims and activities were properly reflected in the name.

#### 6. Committee membership

Chair reported that Jill Lambert had served three two-year terms on the Committee which after which the constitution required that she stand down or seek re-election. Jill had indicated that she was willing to stand again. She was nominated by Sue Cumberpatch, seconded by Ian Mayfield and elected *nem con*. Chair called for volunteers or nominations for the remaining committee post, vacated by Caroline Williams. None were forthcoming from the floor but Chair expressed the hope that names would be put forward in due course.

#### 7. Any other business

None