

Minutes of the JIBS User Group Committee meeting held at Manchester Metropolitan University on 25 November 2004

Present: Frances Boyle (Chair), Adrian Smith, Joan Bird, Jill Lambert, Liz Stephenson, Malcolm Taggart, Ian Mayfield

1. Apologies for absence

Apologies were received from Alun Edwards, Ruth Stubbings, Betsy Anagnostelis, Gary Horrocks, Linda Humphreys, Kathy Abbott

2. Minutes of the previous meeting. It was pointed out that the donor of funds referred to in the Treasurer's report as 'Proquest User Group' should read 'ProCite User Group'. Subject to this amendment, the minutes were approved as a correct record of the meeting.

3. Matters arising

- Constitution: a draft had been circulated to committee members. It was recognised that changes required the agreement of an AGM and that it was unreasonable to ask members to do so at the AGM to be held that afternoon without having circulated it to members first. It was agreed that members present should be invited to send any comments within a month and also to circulate via LIS-JIBS-members with the same request. Committee would then consider at their next meeting

Action: FB

- JIBS representation on SCONUL HE Group: this had not convened recently. Agreed to hold over for consideration at the next meeting
- SCOPUS: see under item???below
- Invitation to JISC/CHEST representatives: LJH had been actioned to invite representatives to this meeting. In LJH's absence it was agreed that FB would issue the invitation

Action: FB

- NHS representative: it was confirmed that Richard Marriott was no longer included amongst the Committee members listed on the JIBS website, but that Bertha Low was

- UK mirror service: The move of the service to Eduserv had been effected as planned. Nothing new to report at this stage

-workshops: as planned, a workshop on resource lists had been held at Oxford in September and one on walk-in users was to follow this meeting

4. Chair's report

4.1 Committee changes. Chair indicated that she would mention Caroline Williams' resignation at that afternoon's AGM and would invite volunteers/nominations for new members to replace her on the committee. JL had served her full period as specified by the constitution and would therefore need to be re-appointed if she was to continue on the committee (and as Treasurer). JL agreed to continue if nominated. Nominated by SC, seconded by IM. Chair to put this to the AGM for approval.

- 4.2 Discussion lists. Chair would report to the AGM that the Committee were looking at the lists with a view to tidying this up and to ensure that there was (only) one representative for each member institution, though there could be multiple members. Discussion would be invited.
- 4.3 JIBS activities: Chair's report to AGM would indicate that there had been some successful lobbying, for example with regard to the setting of the JORUM repository, and there were good and useful relationships with information providers. Successful workshops had been held: Chair would invite suggestions for future topics.
- 4.4 Role and name of the group. Discussions were ongoing on this topic. Members agreed that there was a continuing need for a group to represent the users of electronic information resources. Although this particular role was not being fully played by anyone else, it was recognised that there was some overlap between JIBS activities and those of other groups. It was also felt that the policy of offering free or inexpensive workshops was a valuable service which members (and others) appreciated. It was agreed that the coming year would be one of consultation on the role and name of the group, and that the committee would present proposals to the next AGM.

Action: all

## 5. Treasurer's report

The accounts had been audited by a colleague of JL at Aston, as of the end of October. Finances were in a healthy position because of accumulated surpluses plus recent donations. A loss had been made on the year just passed, however, so there was a need for vigilance.

There had been difficulties in arranging with the bank for signatures to be changed following the departure of Stuart Lee, and this had still not been completed one year on.

JL expressed concern at the amount of clerical work involved in managing the accounts and about the responsibility placed on her given that the sums of money involved were now quite substantial. She asked if any help could be given to share this burden. A particular task which she felt should be undertaken was to investigate possible ways of investing the current surplus so that it would earn some interest. IM agreed to help with this and it was also agreed that JL could enlist clerical assistance with the task of issuing renewal notices.

Action: IM/JL