

**Minutes of the Meeting of the Otago/Southland Regional Committee held on the 13<sup>th</sup> November 2002 in the Medical Library Seminar room at 4.00pm.**

**Present:** Elizabeth Finnie, Marilyn Fordyce, Linda Geddes, Sandy Graham, Sarah Jones, Gael Kirkus-Lamont, Lyn McLeod, and Andrea Simonsen,

**Apologies:** Ian Stewart, Anne Jackman

**Matters Arising from the Previous Minutes**

1. Regarding the Otago/Southland mentoring programme, Anne is joining the University's scheme to obtain mentoring experience.
2. Linda will prepare something for the Library managers. The mentoring Group will schedule an other meeting.
3. It was decided that a card will be sent to Alan Bryce marking his retirement. It was decided that this practice will be undertaken in future for retiring LIANZA members.
4. Amendment to previous minutes. **4. Regional Website:** should read, "Sarah would find out if it is possible to access statistics for the regional pages from Sandy."

Minutes were accepted (with amendments). Moved by Sandy, seconded by Elizabeth.

**Financial Report**

1. Reimursed for capitation \$697.50
2. Reimbursed Andrea for refreshment expenses
3. paid conference fees
4. Purchased a gift for the auditor

The report was accepted by the committee.

**Councillor's report**

At the date of this meeting there had not been a meeting of the council.

1. Ian was asked to mention dealing with unsolisoted requests for financial assistance
2. Ian was asked to inquire whether or not people have to be a member of LIANZA inorder to join a SIG.

**Up and Coming Meetings / Events**

1. 26<sup>th</sup> November at the Dunningham Suite. Chaired by Lun, featuring Pat Kittelson on *Trends in American Libraries* and Conference (LIANZA and IFLA) feedback. The publicity has been sent out and sandy has received some replies. There will be eight speakers, and will be an informal forum.
2. A draft calendar of events has been sent out. It was suggested the Natural History visit might best be saved for the LA day as their opening hours are 9-5pm.
3. It was suggested that on the web page only the month and name of even be advertised, with a note that events are subject to change.
4. Linda is no longer attending the Online Conference, so will be unable to provide feedback as intended.
5. Hocken Chrstitmaas Pictures visit to coincide with the current exhibition, food and readings.

**Other Business**

1. Sarah is still to scan and have Sandy upload the past Inprints.
2. It was decided that the minute taker would forward the minutes to all members of the committee. Elizabeth will archive a copy and Sarah will arrange for a copy to be uploaded to the web site.

3. We have yet to hear back from SLANZA and local SIGS regarding events for the web site.
4. Anne has made progress with the Historic tour for Invercargill people visiting Dunedin. It is scheduled for the 6/9<sup>th</sup> december and will encompass McNabb, Hocken, Presbyterian Archives, national Archives and Otago Early Settlers. There is a possibility of hiring a minibus at approx. \$250 + petrol. It was suggested taxi vans may be cheaper. lyn is to talk with Anne about this.
5. Web site – Employment Register. It was suggested that we invite people to lodge their name if they are seeking employment.
6. Inprint has metamorphosed from a paper document to an unmoderated electronic list. It will be indexed, not digested. All members are listed and can email Sandy if they wish to be removed. Sandy will send details to Sarah. Collection Management at University of Otago Library will invoice LIANZA Otago/Southland.

The meeting closed at 5.00pm.

**Next meeting** 4.00pm, Wednesday 11<sup>th</sup> December, Medical Library.