

# Australasian Innovative Users Group Annual General Meeting

## Agenda

Meeting to be held Friday 18 November 2011, 9.30am, at Queensland University of Technology, F Block, F509

1. Welcome (New members - ?, Withdrawn sites - ?)
2. Present
3. Apologies
4. Minutes of 2010 AGM (Attachment)
5. Business arising
  - 5.1. (6.2.1) AIUG Enhancement process procedures to be written by Rose Counsel (Ballarat)
  - 5.2. (6.3.1.2) Ruth Baxter (UniMelb) to form a working group to compile guidelines for Chair and conference organising committee
  - 5.3. (6.3.2.2) Working group to document responsibilities of committee members
  - 5.4. (6.3.4.2) Working group to document guidelines on spending funds
6. Agenda items
  - 6.1. Financial report (Attachment)
  - 6.2. AIUG Enhancements
    - 6.2.1. AIUG enhancement procedure and timeline
    - 6.2.2. IUG Enhancement Submissions
  - 6.3. AIUG Governance
    - 6.3.1. AIUG bank account and becoming a legal entity
    - 6.3.2. Endorsement of Statement of Purpose and Bylaws (Attachment)
    - 6.3.3. Endorsement of Guidelines for Conference organisation (Attachment)
  - 6.4. AIUG Committee
    - 6.4.1. Clarification of responsibilities of committee members
    - 6.4.2. Membership fees
    - 6.4.3. Training Needs
      - 6.4.3.1. Certification requirements for Coordinators
  - 6.5. AIUG Website
    - 6.5.1. AIUG new look and feel
    - 6.5.2. Inclusion of BONUS+ content and password requirements
  - 6.6. AIUG Conference and AGM 2012
    - 6.6.1. Venue- Auckland City Council Libraries
    - 6.6.2. Date – TBA
7. Other business
  - 7.1. Change text