



**Australasian Innovative Users Group
Annual General Meeting
Newcastle - Noahs, Pacific Room
Friday 22 November 2013, 9.15am**

1. Welcome by Bruce Eames
2. Present – Attendance list included with minutes
3. Apologies (and Proxy requests)
Lisa Billingham, Edith Cowan University - proxy to Bruce Eames, Chair AIUG
Leslie Sharp, State Library of South Australia
4. Minutes of 2012 AGM
<http://www.deakin.edu.au/library/aiug/meetings/agm-and-reports/2012-minutes.pdf>

Accepted - Jane Miller, University of Melbourne
Seconded - Susan Tegg, Griffith University

5. Financial Report by the Chair, Bruce Eames

Bruce Eames presented the AIUG Financial Report – Included with minutes

6. Business arising

(2012 – 6.1) Financial Assistance to individual presenters at AIUG

A working group carried out investigations during 2012/2013 and was ready to go but activities stopped. If this initiative is to be continued, a group needs to be formed again to look at the process, selection criteria and application. As there is a projected balance of \$31,000 in 2014, how much money would the group want to provide? Jerry Kline has set up a foundation to allow US participants to attend, and good guidelines have already been set up by IUG so it would benefit AIUG to look at these guidelines.

Hamish and Sarah indicated that III would fund someone to attend AIUG and present and then possibly send them to IUG to present paper.

Jane Miller: Very keen and a good concept. AIUG does have funds and it would encourage participation and introduce new presentations into AIUG.

ACTION: Working group formed - Isis Bibaoui, Kathy Martin and Jane Miller to look at AIUG funds to designate amount of assistance, create selection criteria, and talk to III re their proposal. This group will start early 2014 and obtain endorsement via email.

(2012 – 6.4) Financial Assistance for training attendance

This was completed in 2013 with \$5000 provided and distributed as advised by Bruce Eames to the committee via email. Training supported was for Sierra and WebPac.

QUESTION: Do we continue to fund training in 2014 - Votes were requested via show of hands - **CARRIED**

QUESTION: How much? \$5000 to be made available again - Votes were requested via show of hands - **CARRIED**

ACTION: By the end of March all sites are to send Monica Condon their training needs.

(2012 – 6.4) Bruce Eames to follow up training needs and issues with III.

Bruce Eames met with III at IUG in Emeryville. III are to explore technologies to lower expense, possibly a virtual classroom. III to provide training options in 2014.

ACTION: Bruce Eames and Monica Condon (Training Coordinator) to continue discussions with III

(2012 – 6.4) Monica Condon to email group regarding training needs for 2013/2014

Completed

(2012 – 6.5) Bruce to talk to UTAs for a State Committee Rep

Completed – Rodney Foley on AIUG Committee as UTAS state rep

(2012 – 6.6.2) Bruce Eames to contact III to set 2013 conference dates

Completed

7. Agenda items

- 7.1 Acknowledgement of Ann Flynn's contribution and retirement - BE spoke about Ann and her helpfulness and friendship to all
- 7.2 Acknowledgement of William Ho's contribution – William has retired and thanks and acknowledgement of his contribution were noted
- 7.3 Acknowledgement of Hamish McDonald's contribution – thanks and acknowledgement of his contribution were noted
- 7.4 Scholarship offer from III - already discussed above and working group to look at concept
- 7.5 Inclusion of pre-conference meetings in Operational Guidelines – That the Site Coordinators meetings and BONUS+ Coordinators meeting held on the day before the conference be written into Operational Guidelines.
Some members suggested this is not needed as meetings are scheduled for convenience only. BONUS+ consortium is constituted by other guidelines so should not be included.
Approved that the Site Coordinators meeting be included as III representatives attend and coordinators provide questions on notice to III so formalising this meeting in the Operational Guidelines is appropriate.
ACTION: BE to ask Leslie Sharp (SLSA) to draft document to send to group
- 7.6 History of AIUG - 24th conference in 2003. BE has put information up on the AIUG site and is asking for any information about the history of the group to be recorded.
ACTION: All AIUG members to provide history if known
<http://www.deakin.edu.au/library/aiug/conference/history.html>
- 7.7 Future directions and management of AIUG website and listserv (Deakin vs cloud hosted)
Kathy Martin has suggested that Deakin may be unable to host the site into the future. AIUG needs to plan ahead and think about what to do in the future.
Question from the floor of whether III would host - Answer is NO
Discussion occurred and decided it is best to explore options now
ACTION: Jane Miller to send details regarding domain hosting and suggests that it would not cost too much. Cloud hosted domains are about \$150 including a WordPress CMS that multiple people could host.
Rose Counsel (Ballarat) suggested that we need to amend operational guidelines and send to ULs for approval.
ACTION: Jane Miller, Bruce Eames, Kathy Martin and Rose Counsel to report back to group regarding options.

8. Other business - no other business. Meeting closed at 9:50am

Next AGM – November 2014 - University of Melbourne hosting the 25th AIUG conference.

ACTION: Bruce Eames to consult with III to organise Conference dates.