

# Annual General Meeting

## 29<sup>th</sup> AIUG Conference

### Minutes



Meeting held at 9.30am on Friday 2 November 2018, at Geelong Regional Library, Victoria

#### 1. Welcome

by Rodney Foley, AIUG Chair 2017-2018

#### 2. Present

Attendance list included with minutes

#### 3. Apologies (and Proxy requests)

Bruce Eames, University of Melbourne (proxy - Joanne Bowman); Debra Jones, State Library of WA; Julie Reynolds, University of Newcastle (proxy - Chris Bakarich)

#### 4. Minutes of 2017 AGM

<http://www.aiug.org/wp-content/uploads/2018/10/2017-agm-minutes-website.pdf>

Accepted: Kathy Martin, Deakin University  
Seconded: Freddie Mbuba, Massey University

#### 5. Reports by Office Bearers

##### 5.1. Chair – Budget and IUG conference

Rodney Foley presented the AIUG Financial Report – to be included with minutes

Accepted: Eliza Richards, Auckland Libraries  
Seconded: Kathy Martin, Deakin University

[with amendment to be made to indicate that reception costs were covered by Innovative Interfaces Inc.]

RF gave PowerPoint presentation of the 2018 IUG conference held in April at Orlando, Florida which he attended with Adam Hornsey (Deputy AIUG Chair). Both also met with Jim Tallman (CEO), Roger Leitner (COO) and other senior executives which was a very beneficial opportunity to raise and discuss issues of relevance to AIUG.

##### 5.2. Training Coordinator

No report provided by Brett Wortham since University of Sydney is transitioning from Sierra to another vendor. Adam Hornsey reported that an API webinar was delivered in conjunction with AIUG 2017.

Lesley Nelson advised Victoria University interested in ASAA (Advanced System Access & Administration).

##### 5.3. Web Coordinator

Rodney Foley presented the report on behalf of Debra Jones – included with minutes

Accepted: Susan Tegg, Griffith University  
Seconded: Lesley Nelson, Victoria University

## 6. Business arising

### 6.1. (2016 6.4 – 1.5) Explore with Innovative Interfaces ways of offering an ‘Innovative Hall of Solutions’ ( i.e. Help Desk support) at the Annual AIUG Conference

RF reported this was achieved at AIUG 2018, with staff from the Melbourne office attending on both days of this year’s conference; positive feedback received from delegates for this initiative organised by Rochelle Wordsworth.

### 6.2. (2016 6.4 – 2.1) Web Coordinator to investigate options for new listserv, and report to AIUG Committee

RF confirmed AIUG communication via Google Groups was implemented, as reported in Web report (attached).

### 6.3. (2016 6.4 – 2.5) Chair to coordinate collation of a list of product specialists to cover dealing with the enhancements process to be communicated to Innovative Interfaces

RF advised there has been no specific progress; no longer required since well covered by new Idea Lab process.

### 6.4. (2016 6.4 – 3.1) Chair to coordinate work on Annual Report with AIUG Committee reps

RF reported there has been minor progress to date; plans to continue working on in the coming weeks/months.

### 6.5. (2016 6.4 – 3.4) Chair to coordinate meeting arrangements with Rochelle Wordsworth for regular calls with Ill to discuss roadmaps, enhancements, etc.

RF advised this was implemented in 2018, with webinars occurring every two months (and next one due later in November). Rochelle Wordsworth assists with coordination by sending email with agenda to Site Coordinators.

### 6.6. (2016 6.4 – 4.1) Chair to coordinate ideas for collaboration on API development with AIUG C’ttee reps.

RF reported the issue of API collaboration was raised with Jim Tallman (CEO) at the 2018 IUG, particularly re improved documentation. This is an ongoing process and will be covered in the forthcoming webinar.

## 7. Agenda items

### 7.1. (2014 7.2.2) Standing item - Proposals for collaborative and strategic activities

7.1.1. Product specialists to deal with enhancements process – as per Idea Lab, discussed in 6.3 (above)

**ACTION: All encouraged to get own Idea Lab user name so individuals can be tagged for voting by other AIUG members**

7.1.2. API development - ongoing.

Freddie Mbuba recommended this should be key issue for AIUG going forward; FM raised the possibility of sharing activity (what has been created and customised) via secure area on AIUG website.

Adam Hornsey suggested this type of work takes a lot of time and effort and requires input from local IT; agreed that some sort of register would be useful - Acquisition APIs are suitable for sharing since vendors are generally common amongst libraries, so this would be a good starting point.

Rodney Foley advised he spoke to Brett Wortham about the possibility of University of Sydney sharing some of their API work; however, this is now not likely since the move of USyd from Sierra to Alma.

### 7.2. (2016 6.1) Standing item – Financial support by AIUG for individual presenters to attend user group conference to be discussed and decided at each AGM

There was discussion and general support for this proposal.

Lesley Nelson is in favour due to financial constraints experienced by many libraries.

Susan Tegg suggested if funding is available then it is a good proposal, especially for delegates needing to travel long distance (e.g. from WA).

Adam Hornsey’s view is that AIUG conference attendance is a form of PD so this idea is worthy of support.

Mark Huppert suggested there should be a fixed amount (e.g. \$1200) allocated.

Helen Bronleigh is supportive if this proposal will encourage new people to present, not just the ‘regulars’.

**ACTION: Incoming AIUG committee to develop guidelines prior to 2019 conference**

### 7.3. Retirements noted

- Monica Condon, Site Coordinator for University of Newcastle and BONUS+ system administrator
- Lesley Nelson, Site Coordinator for Victoria University

#### 7.4. Vote for Office bearers 2019-2020

Position	Nominee	Seconded by
Deputy/Chair Elect 2021-2022	Freddie Mbuba, Massey University	Adam Hornsey, Deakin
Secretary AGM	Susan Tegg, Griffith University	Kathy Martin, Deakin
Training Coordinator	Kathy Martin, Deakin University	post meeting nomination
Website maintenance	Stacey Lee, Griffith University	Adam Hornsey, Deakin
Representative - ACT	Mark Huppert, ANU	Rodney Foley, Tasmania
Representative - New South Wales	*	
Representative - Queensland	*	
Representative - South Australia	Janet Wilkinson, SLSA	Adam Hornsey, Deakin
Representative - Tasmania	*	
Representative - Victoria	Rose Counsel, Federation University	Rodney Foley, Tasmania
Representative - Western Australia	Helen Bronleigh, Murdoch University	Rodney Foley, Tasmania
Representative - New Zealand	Eliza Richards, Auckland Libraries	Adam Hornsey, Deakin

\* Election deferred due to no nominations received.

**ACTION: Incoming Chair to call for nominations for vacant positions post-meeting**

#### 8. Other business

##### 8.1. Idea Lab

[Rodney Foley, University of Tasmania]

This item was withdrawn since it was covered by 6.3 (above)

##### 8.2. Format of Site Co-ordinator's meetings [Kathy Martin, Deakin University]

Kathy Martin questioned if 'questions on notice' is useful now Rochelle Wordsworth is the Customer Relations Manager for ANZ? The meeting decided this is still a worthwhile pre-conference event. KM suggested that, in addition, meetings of the elected committee could be occur throughout the year via webinar, possibly at six monthly interval, i.e. at the AIUG and then mid the following year.

Moved: Kathy Martin, Deakin University  
 Seconded: Adam Hornsey, Deakin University  
 Carried

##### 8.3. Fees and Conference venue [Rodney Foley, University of Tasmania]

Rodney Foley suggested it is becoming increasingly difficult to get sites to volunteer to host the AIUG, while also being mindful of a previous AGM decision to alternate between Melbourne and Sydney every second year. So RF posed the following question – would it be better in future to get the conference hosted in a central location by an external organisation? This is likely to increase membership fees to cover additional costs that will arise outside a university/state/public library. Therefore, for ongoing success, there would be a need to stimulate attendance and collaboration.

Greg Morgan (Auckland Libraries) advised Auckland is hosting LIANZA in October 2019 and the World Library & Information Congress (WLIC) in August 2020 so New Zealand has significant conference commitments ahead.

**Action: ALL to discuss with management at your institution if your site could be venue for AIUG 2019**

**Meeting closed at 10:45am.**

**Next meeting:** The date and host venue for the 30th Australasian Innovative Users Group Conference and AGM in November 2019 to be confirmed.

# AIUG AGM 2018 - Website Update

22 October, 2018

## **New Listserv**

Complete. Google Groups has been set up to manage communication. Information on how to join the new listserv was provided to all list members and is available on the website. Individuals are reminded to use an institutional email address when requesting access.

## **Bonus+**

Now no longer part of AIUG website, as requested by Bonus+ Coordinator. Pages have been unpublished.

## **Secure area**

There was a previous action from 2016 AGM to set up a secure/password protected area on the website. This was created and trialled with some of the AIUG Committee. As there was no direction coming out of the 2017 AGM or from the Committee that this was what the group wanted or what information should be held in this area, the area has been disabled.

## **Photo gallery**

A photo gallery has been created on the website for photos for past conferences.

## **Web coordinator**

A new web coordinator will be required going forward as per nominations for the committee.