

Annual General Meeting

30th AIUG Conference

Minutes



Meeting held at 9.30am on Friday 22 November 2019, at University of Melbourne, Woodward Conference Centre, South Room.

1. Welcome

by Adam Hornsey, AIUG Chair 2019-2020

Acknowledgement of significant contribution made to AIUG over many years by Debra Jones, particularly work done on the website.

2. Present

Attendance list included with minutes

3. Apologies (and Proxy requests)

Susan Tegg (Griffith) – minutes taken by Rose Counsel (Federation) in lieu

4. Minutes of 2018 AGM

http://www.aiug.org/wp-content/uploads/2018/11/2018-agm-minutes_draft.pdf

Accepted: Freddie Mbuba, Massey University
Seconded: Helen Bronleigh, Murdoch University

5. Reports by Office Bearers

5.1. Chair – Budget and IUG conference

Adam Hornsey presented the AIUG Financial Report – to be included with minutes

Accepted: Rodney Foley, University of Tasmania
Seconded: Bruce Eames, University of Melbourne

AH refreshed the key points he made in PowerPoint presentation to AIUG bi-monthly webinar earlier this year soon after his return from the 2019 IUG conference held in May at Phoenix, Arizona.

As per recent IUGs, AH met with iii senior executives (Jim Tallman and Colin Carter); observation made that iii exec is very clear they recognise the need to bring iii along to be a fully formed software company, including looking at all relevant certifications, etc. so taking a more cohesive approach.

AH also started work at IUG to get Laura Frasca confirmed as guest at this year's AIUG; believes it is important that we get more access to Product Owners and not just Sales staff.

5.2. Training Coordinator

No report.

SLSA expressed interest in Load Profile training; other sites which expressed interest / have identified need for this are Deakin, GCCL, and Murdoch.

ACTION: Chair to liaise with Training Coordinator (Kathy Martin) re options and costings for 2020

5.3. Web Coordinator

No report.

ACTION: Chair to work on developing both these portfolios (Training and Website) in the coming year

6. Business arising

6.1. (2016 6.4 – 3.1) Chair to coordinate work on Annual Report with AIUG Committee reps

ACTION: Chair to target particular Committee members to progress the work for this project.

6.2. (2016 6.4 – 4.1) Chair to coordinate ideas for collaboration on API development with AIUG C'ttee reps.

There was extended discussion about APIs –

Rodney Foley (UTas) raised the issue about sites sharing the development work they had done (e.g. Uni of Sydney before they left AIUG); rather than actual code the focus should be on collating a list of 'which sites have done what' so others know who to contact for more info. Freddie Mbuba (Massey) recommends the AIUG website needs a secure area so this type of info can be shared; there are two ideas here – actual API work is hard, but important to share ideas so we can learn from one another. Catie Hodges (GCCL) suggested interested people should sign-up to iii 's API developers' forum; their members do share what they're working on.

Suggestion made that AIUG needs to investigate with iii if there is a separate API listserv, similar to Load Profile listserv. Also, the current process with sandbox is complex, i.e. Getting key, etc. etc.

Mark Huppert (ANU) expressed the view we need to know about data structure of source system so, for example, Library needs to work with a developer from the HR Business Solutions team. Adam Hornsey agreed that at Deakin the Library worked with IT re the student system; however, the 'back end' info and code is generally inexplicable to Library staff. As a way forward, AH suggested the following:

Revisit what we've done in Site report 'survey' in the past and going forward include more about what systems each site has that potentially could work with APIs, e.g. Finance system is PeopleSoft, etc. This would be a starting point so IT experts at sites could review then make contact with each other.

AH also shared he sends email to Priscilla Borquez (Team Lead for Sierra REST API support) if he has API question – i.e. to ask where is documentation?

MH commented that you can't really do anything with APIs if you can't write the code, so all sites really in same boat if we don't have IT support, developers on site.

Bruce Eames (UMelb) agreed we are not equipped to do the technical work; more pertinent question is - finding out what it is we want to do, then get IT to agree to do the work with the APIs that are available.

CH said some reports more easily dealt with via SQL queries set to run automatically once per week; added that what we need is a 'one stop' entry point to all related documentation – AH reported Vince Briggeman (Senior Director, Customer Support) has advised this initiative is coming.

FM suggested the sharing section of AIUG website could include other projects additional to APIs, such as example of Lean Library. AH agreed this will be considered / dealt with via AIUG website review work.

ACTION: Chair to update the site report survey ahead of submission of 2019 reports.

7. Agenda items

7.1. Departures noted

Debra Jones, Site Coordinator SLWA and former AIUG Web Coordinator

7.2. (2014 7.2.2) Standing item - Proposals for collaborative and strategic activities

7.2.1.(2018 6.6) API development as per Item 6.2 above

7.3. (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

Adam Hornsey noted the Committee was to have developed guidelines prior to the 2019 AGM but the work has not been done to date. AH expressed the view that it is not role of the User Group to step in to cover costs for attendees if sites are not prepared or financially able to do so for their own staff; rather, the AIUG could consider funds for a scholarship. Freddie Mbuba recommended guidelines and parameters need to be clarified.

ACTION: Chair to lead committee to work on developing guidelines and parameters

7.4. (2018 8.3) Membership and Conference Fees

Adam Hornsey asked the question – is the membership happy with the current situation? AH highlighted there would need to be potential for increases going forward if sites don't volunteer to host; future options may result in increase to annual membership fee and/or deleting the one free conference attendance currently included as part of membership. **AH proposed costs as listed.**

Moved: Rodney Foley, University of Tasmania

Seconded: Helen Bronleigh, Murdoch University

7.5. Website Refresh

Freddie Mbuba recommended the AIUG website needs a secure area that is password protected to enable secure access to uploaded reports and collaboration documents. Mark Huppert suggested Google docs as alternate solution if all else fails

ACTION: Chair to refer to Web coordinator the need to create a space for non-public info

7.6. 2020 AIUG Conference and AGM

Adam Hornsey suggested scheduling the AIUG at the same time next year, since this also suits iii staff (and ideally a couple of weeks before their Thanksgiving long weekend). AH recommended being an AIUG host since it is a great opportunity to showcase your organisation. He advised that generally AIUG is working on attendance of 50 - 60 people; benefits include free attendance for your colleagues if they are volunteering as conference support staff (up to 10 people considered reasonable; this is flexible, can be negotiated) (SLSA a possibility for 2020 or 2021; likewise Auckland

(Question - is this Auckland Council Libraries? and/or AUT University Library?)

Meeting closed at 11:00am.

DRAFT

Next meeting: The date and host venue for the 31st Australasian Innovative Users Group Conference and AGM in November 2020 to be confirmed.