

Forum for Interlending and Information Delivery
Annual General Meeting
30th June 2015, 9am
The Midland Hotel, Manchester

1 Minutes of previous AGM

The minutes of the meeting of 2014 in Edinburgh were accepted unanimously

2 Matters arising from previous AGM

There were no matters arising

3 Chair's Report

Sandra DeRoy (FIL Chair) presented her report (Appendix 1)

Key points

- Although membership figures were down, it was felt that fees should be increased to cover increasing costs and keep operations on sound financial footing
- The committee continues to meet regularly in Birmingham and via Telecon
- Gillian Wilson is leaving Lancashire County Council and will no longer be an observer on the committee
- The BL event at Boston Spa was very successful despite travel problems for attendees
- The Committee continue to try and submit an entry to the FIL blog on a regular basis
- Apologies for the delay in publication of the FIL Journal. New Editor and Sub-Editor will hopefully allow things to move smoothly. Submissions for content are always gratefully received!
- 2 sponsored places at Interlend 2015

4 Treasurer's Statement of Accounts

Marjory Lobban (Treasurer) presented the Forum for Interlending and Information Delivery Accounts for 2015 (Appendix 2).

The accounts were confirmed unanimously.

5 Nominations and Election of New Committee Members

There were 4 vacancies on the Committee and 4 nominees:

Matthias Werner (University of Kent)

Graham Dix (Birmingham City University)

Nigel Buckley (Kingston University)

Dawn Downs (University of Winchester)

There were no objections and all 4 were elected to the Committee.

6 AOB

Sandra formally thanked all committee members for their work this year.

7 Date and Venue of AGM 2016

The next AGM will take place on 28th June 2016 at 9am at the Best Western Royal Beach Hotel, Portsmouth

Forum for Interlending and Information Delivery Annual Report 2014-2015

A year on from Edinburgh and time has certainly flown! This report aims to give you a flavour of the work FIL has undertaken in the last 12 months, and where we are as an organisation.

This report was formally presented at the FIL AGM 30th June at the Midland Hotel, Manchester for consideration by the members and member representatives. It was prepared by Sandra DeRoy, the current Chair of FIL, with reference to committee minutes as appropriate.

Gillian Wilson (CONARLS) an observer from an allied organisation is taking voluntary redundancy from Lancashire County Council and that Conarls values their partnership working with FIL and hope to continue to send an Observer to FIL meetings.

Julie Clement, Tracey Jackson and Su Fagg have all served 4 years and are due now to step down from the committee and we wish all of them well and thank them for their work, dedication and support during their years of service. Claudia Howard has left her post in Interlending and stepped down from the committee earlier in the year.

Membership:

As of this report membership is @ 128 (7 cancellations this year)
It was agreed that membership fees be increased last year, having remained at the previous level for over a decade, to enable FIL to respond to the ongoing challenges and increasing costs.

As noted in the Treasurer's report, whilst FIL continues to operate on a sound financial footing, we will endeavour to operate in a cautious manner whilst remaining committed to supporting our members.

The Committee has secured sponsorship of events and wishes to especially acknowledge the following companies and organisations for sponsoring Interlend 2015, OCLC, Taylor and Francis, Capita and the British Library.

Committee Membership:

At the 2014 AGM Lesley Butler, Joanne Docherty, Claudia Howard, Marjory Lobban and Karen Paine were nominated and were endorsed by FIL members.

Committee Officers:

At the first committee meeting in October 2014, FIL Executive Committee members were formally confirmed in the following positions;

- Chair – Sandra DeRoy, University of Essex
- Vice Chair , Marketing Officer – Tracey Jackson, Hertfordshire Libraries
- Treasurer – Julie Clement, Swansea Public Libraries

- Secretary – Joanne Docherty, University of Glasgow
- Membership – Marjory Lobban, University of Edinburgh
- Web Officer/Editor – Natalie Guest, University of Reading
- Newsletter Editor – Claudia Howard

Observers from the 2 allied organisations continued with their roles on the committee, Kate Ebdon (British Library), Gillian Wilson (CONARLS). Collaboration with these organisations continues to be extremely important.

The Committee would like to note the work undertaken by Su Fagg as 'Interlend 15' conference planner and would like to whole heartedly commend her efforts on behalf of the readership.

Committee contact details: <http://www.forumforinterlending.org.uk/who-we-are/list-of-committee-members>

Committee Meetings:

The Committee met formally 3 times during this cycle at the Old Joint Stock, Birmingham.

October 15th 2014

January 14th 2015

April 15th 2015

In addition, several Telcon sessions were organised between committee meetings to assist with the ongoing planning and organisation of events

A committee working group was established with Su Fagg as lead to take forward the organisation and planning of Interlend 2015. The majority of planning was done electronically and over the phone, although that it is noted that other members made site visits to the Midland Hotel in Manchester to maintain conference planning and co-ordination.

Approved minutes of meetings are available: <http://www.forumforinterlending.org.uk/who-we-are/minutes-of-recent-committee-meetings>

Events:

In addition to Interlend 2015 there was the full day event at the British Library Boston Spa in November 2014. The event was fully booked and despite rail problems on the day, all delegates made it to the event.

Advocacy:

The website continues to go from strength to strength, and is the location for all FIL information. In addition to this the FIL committee continues to blog. Every time a new post is loaded to the blog, our twitter & Facebook feeds will give it a mention – so we are worth a follow and a like:

Blog: <http://fil101blog.blogspot.co.uk>

Twitter: <http://www.forumforinterlending.org.uk>

Facebook: <https://www.facebook.com/forumforinterlending>

FIL continues to maintain the FORUMFORINTERLENDING@jiscmail.ac.uk as a distribution list, as a venue for discussing issues relating to interlending in the UK and for communicating FIL's activities.

FIL Journal:

Contrary to popular belief the FIL Journal is still alive and well. We can only apologise for the delays in publication this year. This has been the result of different factors all conspiring against us. We said goodbye to Claudia fairly early on in the year and without an editor or items for publication we were rather hindered in getting something together. We have been most grateful to Chris Beevers who has stepped into the breach and made arrangements to get an issue out for this year. We will be looking to have both an editor and sub-editor for next year to assist with the publication. The aim is for two issues per year but obviously this greatly depends on content, so if anyone does have something that they could offer for the Journal please do get in touch with one of the committee.

Sponsorship Awards:

Congratulations to Jennifer Ball and Molly Wilson who both received an Interlend 15 sponsored candidate place, and many thanks to all the other members who applied.

Acknowledgements:

This is my first report as Chair and whilst I accepted the position with some trepidation, being such a new committee member, I can say that I am thoroughly enjoying my time on the committee. I would also urge anyone who is thinking about getting more involved with FIL to put themselves forward and join us for the forthcoming challenges. I would like to thank the FIL membership for their continued support, and also to thank each Committee member past and present that I have worked with during the last couple of years for their dedication and commitment.

Sandra DeRoy
FIL Chair, June 2015
Presented at the 2015 AGM, The Midland Hotel, Manchester

Appendix 2

Treasurer's Report

Forum for Interlending & Information Delivery Interlend 2015

AGM Tuesday, 30th June 2014

Following is a summary of income and expenses for 2013. Copies of the full report of the FIL accounts for 2013, prepared by accountants Whyatt Pakeman, are available from the FIL Treasurer. They will also be

made available in the member's area of the FIL website.

Main sources of income 2014:

Membership fees 2014	£ 8,000.00
Conference fees 2014	£15,560.00
FIL Events	£ 3,253.00

Main expenses included:

Conference fees	£17,552.00
FIL events	£ 735.00
IFLA expenses	£ 448.00
Committee expenses	£ 4,010.00
Printing, Stationery and postage	£ 798.00
Website costs	£ 120.00
Accountancy fees	£ 996.00

All outstanding invoices , both incoming & outgoing for 2014 have been paid.

Current assets 2014

Balance in the FIL Lloyds account to 30 th May 2015	£24,414.54
Plus fixed term deposit (17 th Apr 15 – 10 th Feb 16 @1.1%)	£15,000.00

Income 2014

Projected membership fees	£11,430.00
Projected conference income	£18,320.00

Expenses 2014 to date include:

Conference fees	£11,229.67
Committee Expenses	£ 1294.63
IFLA	£ 410.63
Website hosting	£ 216.00
Accountant's fees	£ 1020.00

Outstanding membership fees 2014

9

Membership cancellations 2014

7 confirmed

The FIL accounts showed a surplus of £2168.00 in 2014 which was down from 2013. This was mainly due to the increased costs of the conference expenses. It was agreed at last year's AGM to increase the subscription from £50 to £75 which will enable us to maintain a reasonable balance.

Interest rates remain low but we did manage to obtain 1.1% for a fixed term deposit of 10 months.

If you have any queries regarding the FIL accounts please feel free to contact me by email

Julie.Clement@swansea.gov.uk or telephone 01792 636628

Julie Clement

Treasurer FIL

June 2014