

Scottish Library & Information Council		
Board Meeting Minute		
Date:	14 September 2022	
Time:	1.00pm	
Location:	Online via Zoom	
Present:	Ian Ruthven (Chair), Gary Cameron, Richmond Davies, Jill Leishman, Lindsay McKrell, Anna McInnes, Kathleen Milne, Robin Prior, Amina Shah, Maisie Smith, Alison Stevenson, Robert Sullivan, Craig Vickery In attendance: Pamela Tulloch (CEO); Lindsey Henderson, Marion Kunderan	
Apologies:	Richard Parsons	
Declaration of interest:	Ian Ruthven (Chair) noted a conflict of interest with one of the new Board nominations.	
Agenda items		
Actions		
1	<p>Welcome and introductions</p> <p>The Chair opened the meeting and thanked Board members for attending online.</p> <p>The Chair noted the Board's formal condolences on the passing of Queen Elizabeth II.</p>	IR
2	Apologies - Noted above.	
3	Declaration of Interest - Noted above.	
4	<p>Approve minute of previous meeting –22 June 2022</p> <p>The minute was approved.</p>	
5	<p>Review of actions from previous meeting – 22 June 2022</p> <p>The Chair provided an update on the Funding Sub-committee and the plans to involve the wider board in the grant award process.</p> <p>The Chair, CEO and Chair of the Funding sub-committee have met and agreed that the funding panel for IDF will be made up different members of the Board to share how the process works. The outcome of the next Funding Panel which will be for SLIF will also be shared with the wider Board. The Head of Programme has briefed the Chair of the Funding Panel on the selection criteria for the first phase of the Lend & Mend Hubs and they will meet later this week finalise options.</p> <p>The call for SLIC Award nominations has now closed. A total of 15</p>	PT/AS PT

	<p>submissions have been received with a roughly equal split between the Service Excellence and Project Excellence Award.</p> <p>The CEO provided an update on the SLIC office move following on from the proposals that were circulated to the Board. SLIC will be moving to a smaller unit within Turnberry House at a reduced rate with the lease effective from the 1st September 2022. At present the landlords have agreed that the existing office space can be used at the new reduced rate until such time as the new office space is ready at which point the official company address can be updated.</p> <p>All other actions from previous meeting to be addressed in agenda items.</p>	
6	<p>Finance Update</p> <p>The Treasurer reported on the financial position.</p> <p>Membership fees have now been invoiced and received. The core grant from Scottish Government has been drawn down.</p> <p>The Board noted the update.</p> <p>Risk Register</p> <p>The Risk Register was reviewed. As per the recommendation at the last Board meeting items 1.1 and 1.2 which relate to Covid-19 working arrangements and financial impacts were removed and updated to reflect the ongoing changes to working practices - Risk 1.1 Changes to operational model. The Chair of the Funding Sub-committee questioned the risk score of 20 and if this was higher than it should be.</p> <p>It was suggested that consideration be given to the likelihood score for Item 2.1 and if this should be increased owing to the recent budget announcement where Culture was identified as one of the areas where funding would be cut. The CEO felt that this may have a bigger impact next year and that in the meantime SLIC were doing as much as possible to amplify the value of libraries.</p> <p>In relation to risk 5.2 (loss of leadership / key staff). The board was asked to consider if there is a need to increase the likelihood of this risk and what further mitigating activity could be put in place to address this risk, in particular, the impact on the wider team of any long-term absence. The Chair of the S&R Committee suggested building in more resilience around processes and knowledge sharing.</p> <p>Subscriptions Paper</p> <p>There was general support for increasing subscriptions by 10% as membership subscriptions had been held for many</p>	<p>CV</p> <p>PT/CV</p> <p>PT/CV</p>

	<p>years. It was however felt that this should not be a year-on-year increase.</p> <p>The Board noted the update.</p>	
7	<p>Draft Annual Report and Accounts 2021/22</p> <p>The Treasurer spoke to the Annual Report. It clearly demonstrates the value that SLIC brings, how they adapted the offer to reflect the changing needs of members during Covid-19 and is a testament to the volume of work that goes on. The Chair thanked the SLIC team for their hard work</p> <p>The Board noted the update.</p>	CV
8	<p>AGM and Showcase 2022– Verbal Update</p> <p>The CEO gave a verbal update on this year’s Showcase and AGM which will be an in-person event this year focusing on ‘Building Communities’. The keynote speaker will be the CEO from Inspiring Scotland and there will be a range of presentations from across the membership on how they have supported and created communities. The SLIC Award winners will also be announced.</p>	PT
9	<p>Staffing and Remuneration Committee</p> <p>The Chair of the S&R Committee highlighted current vacancies. The Finance & Admin Officer has given notice after some 26 years of service. As a business-critical post consideration was given as to how to fill the post as quickly as possible. It was decided to recruit via a specialist agency to address the current market around recruitment. The CEO and Treasurer conducted interviews and the successful candidate will commence post on the 3rd October allowing for a vital handover period. The advert for the Business Support Officer (Schools) has now closed and interviews are scheduled for the 26th September.</p> <p>Dates have been scheduled for the S&R Committee and members of the SLIC team have been invited along to contribute.</p> <p>The CEO also notified the board that a new member of staff has started as the Project Officer for Lend & Mend.</p> <p>The Board noted the report.</p>	RS
	<p>Nominations Committee – Board Nominations</p> <p>The Chair has circulated information to the Board about three board nominees who each bring a broad range of experience. A fourth potential nominee has still to be met with. The Chair noted a conflict of interest around one of the nominees.</p>	IR/PT
	<p>CEO Update</p> <p>The CEO highlighted some of the key advocacy work that SLIC</p>	

9	<p>have been undertaking. Dialogue is ongoing with the Scottish Government around future funding and support for libraries. A letter was sent to all councils to highlight the work of SLiC and the pivotal role of libraries within communities which has resulted in several meeting requests. Discussions are also ongoing with COSLA. The COSLA spokesperson for Communities is also the Chair of the Public Library Strategy Implementation Group. This and the work going on around the implementation of the new strategy, particularly around the implementation of A Collective Force, puts libraries on a very strong footing. The CEO did however note that there will be difficult times ahead but that SLiC will continue to work hard to keep these vital conversations going.</p> <p>The Board acknowledged the volume of work that has gone on to raise the profile of libraries and what they can achieve for Their communities.</p> <p>The CEO also congratulated Board member, Jill Leishman, for her recent nomination for the CDN College Colleague of the Year award.</p> <p>The Board noted the update.</p>	PT
10	<p>Sectoral Reports</p> <p>APLS</p> <p>The Chair of APLS updated the meeting on the activity from APLS. There continues to be a mixed picture for libraries with footfall steadily increasing but there are growing concerns around budget pressures and service reviews. The APLS Chair reported on some of the key areas of work that APLS have been working on including the Tackling Poverty working group, and a Reading Audit being conducted as part of the planned Reading Strategy refresh.</p> <p>CDN</p> <p>The CDN Chair continues to encourage members to share best practice. The sector had been busy as students return to campus. The CDN Chair met online with SLiC's Head of Programme and other college librarians to highlight how SLiC can support FE Libraries and encouraged colleagues to share best practice.</p> <p>NLS</p> <p>The National Librarian and CEO of NLS spoke to the report of recent activity and engagement including the delivery of Bookbug sessions which is part of their focus on opening up to families. There has also been a real focus on Gaelic and Scots language, equalities, and audience engagement. A new PHD student has been appointed, in partnership with the University of Glasgow and Edinburgh Napier University to look at how to</p>	<p>LMcK</p> <p>JL</p> <p>AS</p>

	<p>include previously under-represented communities in the evaluation and assessment of library services. The study entitled <i>Not participating, not Included: towards inclusive assessment practices in the Scottish library sector</i>, will include the development of a critical framework for library services in Scotland to engage with non-users for the purpose of developing and assessing their services and collections.</p> <p>SCURL</p> <p>The Board noted the report.</p> <p>The Chair thanked the representatives for the reports.</p>	
11	<p>Any other competent business</p> <p>The Chair thanked outgoing Board Member, Robin Prior, for his active role on the Board and wished him every success as his business continues to grow and prosper.</p> <p>The Chair also wished Board member, Maisie Smith. well on starting university.</p>	
12	<p>Future Meetings</p> <p>AGM & Showcase Friday 28 October 2022, Merchant’s House Glasgow</p> <p>2023 Meeting Dates Board Away Day - 17 & 18 January, Dundee Board Meeting - 15 March, Venue TBC Board Meeting - 21 June, Venue TBC Board Meeting – 20 September, Venue TBC AGM & Showcase – 3 November – Venue TBC</p>	
13	<p>Next meeting</p> <p>15th March 2023, Venue TBC</p>	