

Information Management Group (IMSIG)

Friday 16 August 2013

Conference call 16:45

Minutes

Present: Martin Newman (Chair), Edmund Lee (Treasurer), Colin Forrestal (Secretary), Sarah Orr, Lorna-Jane Richardson, Hugh Corley, Ben Wallace.

1.	Apologies	Action
	There were no apologies for absences.	
2.	Previous Minutes	
	There were no previous minutes.	
3.	Matter Arising from Previous minutes	
	There were no previous minutes so no matters arising.	
4.	Regularise the committee membership and roles	
	<ul style="list-style-type: none"> • IfA to be contacted and the nomination for committee posts regularised; Martin Newman as Chairman, Colin Forrestal as Secretary, Edmund Lee as Treasurer. • Current committee consists of: Martin Newman (Chair), Edmund Lee (Treasurer), Colin Forrestal (Secretary), Sarah Orr, Lorna-Jane Richardson, Alison Bennett, Hugh Corley, Ben Wallace. • IfA to be contacted to ascertain if they need anything formal such as minutes from our committee meetings. • CBA list manager to be contacted and Alison to be removed and Hugh Corley, Lorna-Jane Richards and Colin Forrestal to be added to the IMSIG committee list. 	<p>CF</p> <p>CF</p> <p>EL</p>
5.	Group Membership	
	<ul style="list-style-type: none"> • IfA to be contacted and an up to date list of Group Members to be obtained and Group mail list to be amended accordingly for change of email address and leaving group. 	CF/EL
6.	IMSIG support for the TACOS Event	
	<ul style="list-style-type: none"> • There was a discussion on the TACOS event (Towards A Collaborative Strategy for Sector Information Management) on the English Heritage Brief and EH will be funding an event organiser along these lines. In addition there was a bid to IfA central funds for a contribution towards costs. The focus was on providing bursaries for a wider audience to attend. IMSIG had confirmation that £500 will be made available to IMSIG. Awaiting a decision as to the contractor who will be, decision expected end of August 2013. Further discussion will take place at the 	

	next meeting when the contractor for the event is known.	
7.	IfA Conference 2014	
	<ul style="list-style-type: none"> There is not thought to be a clash or overlap between the conference session and TACOS and it will be approved September / October further details were requested for consideration at the next meeting. 	HC/LR
8.	Review usage of the IMSIG wiki and its potential development	
	<ul style="list-style-type: none"> This discussion was postponed to another meeting. 	
9.	AOB	
	<ul style="list-style-type: none"> There were no ANOB items raised. 	
10.	Next Meeting	
	<ul style="list-style-type: none"> Basement of Costa on south side Piccadilly, 12.30pm on 7 October 2013 	