

Committee Minutes

26 July 2016, 16.00
By HE Conference Call

Present :

Hugh Corley (Chair), Colin Forrestal (Secretary), Jeremy Oetgen (Treasurer), Edmund Lee, Sarah Orr

1.	Apologies	Action
	Lianne Birney, Ben Wallace, Doug Rocks-MacQueen	
2.	Previous Minutes	
	These were accepted as correct.	
3.	Matter Arising from Previous minutes	
	<ul style="list-style-type: none"> • None 	
4.	Annual Report	
	<ul style="list-style-type: none"> • Being circulated replies by 29/07/2016 	HC/ALL
5.	Update on Priorities for 2016-2017	
	<ul style="list-style-type: none"> • IMSIG AGM Event - This is now at the FISH-HEIRNET in Edinburgh, venue and date to be confirmed. AGM to be held after the afternoon Speakers. • 3 year Plan - accepted no alterations this meeting. In future to be circulated prior to meeting and suggested a committee member could take responsibility for the plan in future. Volunteer required. • Group Forum - Interest expressed in standards and guidance in business plans and Advocacy Workshop. CF to report back, • CifA Conference Newcastle 2017 - CF has circulated 3 proposals for events at CifA 2017. One is a joint IMSIG/RIG/Archives event on Major Infrastructure projects. Comments required on all 3 by 31/07/2016 	HC CF/? CF ALL
6.	Newsletter	
	<ul style="list-style-type: none"> • Aim is to produce a newsletter to be circulated by the end of August. HC to co-ordinate with LB in producing it. • IMSIG Workshop at CifA Annual Conference 2016 - required piece on event. Need to check if Videos from Leicester 2016 have been uploaded. • To include the request for committee members • Current committee member's bios. • At future CifA conferences group members encouraged to provide feedback on events that would be of interest to IMSIG members. 	HC/LB CF All All All
7.	IMSIG/FISH-HEIRNET	
	<ul style="list-style-type: none"> • EL had circulated email on initial founding of IMSIG and its purpose to be a close partner to FISH. This has been lost over time. • Discussion agreed to explore Co Hosting a joint IMSIG-FISH message/discussion board. Discussion questioned what would work. Social media felt to be better than email, probably LinkedIn rather than Facebook. HC to raise this at the next FISH meeting. • To foster a more co-operative environment with FISH/HEIRNET it was felt IMSIG should have a presence at the forthcoming meeting. 	HC All
8.	Future Meetings	
	<ul style="list-style-type: none"> • AGM to be held at FISH-HEIRNET Conference in Edinburgh. Details to follow. Date of this event to determine future meetings. 	HC/CF
9.	AOB	
	<ul style="list-style-type: none"> • None 	
10.	Next Meeting	
	<ul style="list-style-type: none"> • Tuesday 11 October 2016 at Cardiff and Vale College, Cardiff. Further details to follow. 	