Annual General MEETING - December 5, 2024: 1:00 PM.

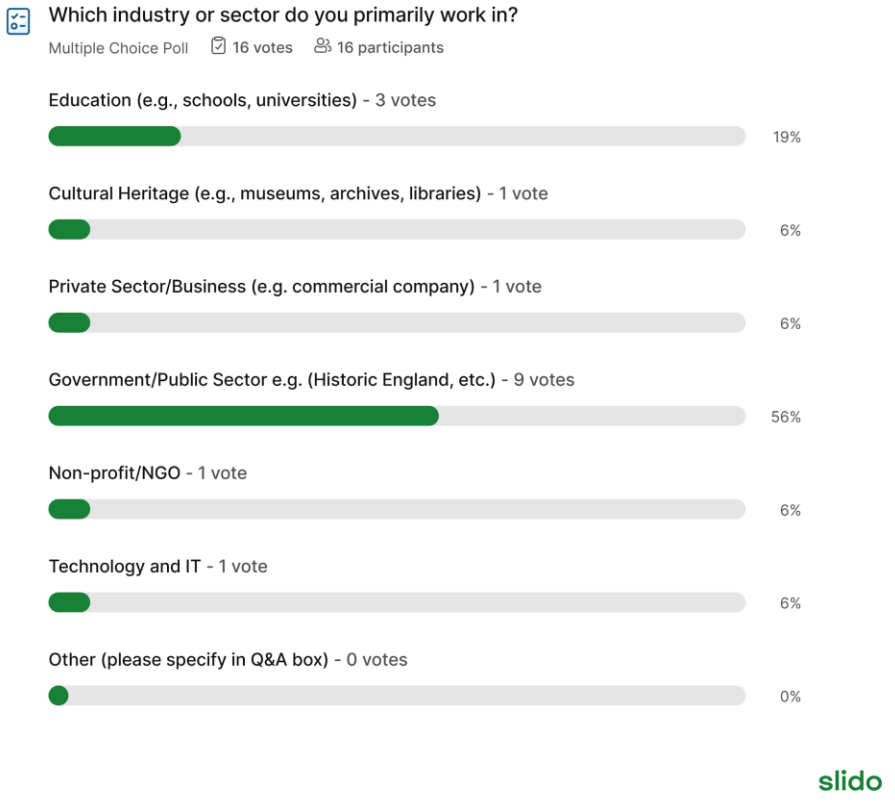
Online

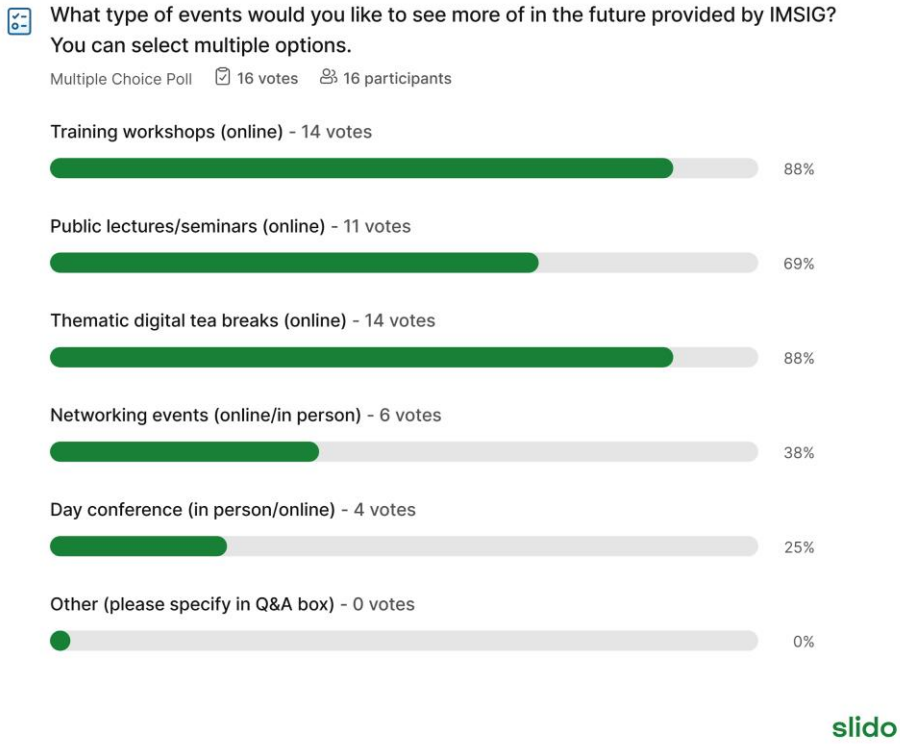
MINUTES

Agenda Point		Action (Initials)
1.	**Apologies** GD- Gary Duckers (consultant member) JI - Jessica Irwin (Advisory Council Group Rep) **Present** LO'C - Laura O'Connor (Acting Chair, Treasurer) KG - Katie Green (Secretary) CB - Cara Burton (CIFA rep) TA - Theodora Anastasiadou (ordinary member) EK - Eileen Kerhouant (ordinary member) SP - Simon Parsons (consultant member) **20 participants in total.**	**N/A**
2	**Welcome and Introductions (LO'C)** LO'C provided an outline of the meeting running order, an overview of IMSIG and the purpose of the group before introducing the committee members providing a short background on each committee members background in Information Management and their individual areas of expertise.	**N/A**
3	**Key achievements from the past year (LO'C)** LO'C provided a brief overview on the group's achievements from the past year. ● consulted on the updated Specialist Competence Matrix review ● representatives attended the CAA UK Conference ● representatives attended CIfA Innovation Festival ● new LinkedIn account launched ● Bluesky account coming soon ● membership increased from 406 to 461. Growth attributed to: ○ new social media campaign ○ representation at CAA UK 2024 Conference and CIfA Innovation Festival ● Jess Irwin appointed as Group Representative ● IMSIG represented by Jess Irwin on the Advisory Council ● annual report successfully submitted (August 2024)	**N/A**
4	**Treasurer's update (LO'C)** LO'C provided a report on the budget ● no expenses incurred this year ● £10 generated from new membership fees ● funding received for AGM travel	**N/A**
5	**A look at our plans for next year (LO'C)**	**N/A**

	LO'C provided an outline of what we already have planned for next year ● exploring PR materials for conferences ○ new banner ○ postcards ● investigating funding opportunities ○ IMSIG attendance at CIfA Annual Conference ● upcoming collaborations ○ IMSIG and CAA UK have applied for a joint session at the CIfA Annual Conference in April 2025 ○ IMSIG representatives will attend with new promotional materials	
5	**We want your say! Slido Survey.** LO'C asked the attendees to tell us what they want us to do next year. Carried out the Slido survey. See results in Appendix.	**N/A**
6	**Focus for 2025** LO'C Presented what the committee had thought we would focus on for 2025 depending on the results of our survey. These priorities do tie in well with the results of the survey. ● **Leading on Industry Standards for Heritage** IMSIG aims to take the lead in helping to shape and establish information management standards for the heritage sector. ● **Outreach and Training Initiatives** Focused efforts to enhance awareness and promote development and skills in information management ● **Survey and Report** Surveying members to evaluate information management roles and the use of technology, comparing findings with 2015 data, and publishing a comprehensive report.	**N/A**
6	**Elections for key positions, including Chair and Ordinary Committee Members (CB)** CB announced the uncontested applications for Chair and OCM. Laura O Connor stood for Chair, nominated by Jess Irwin and Seconded by Katie Green. Thomas Cronwell stood for OCM Laura and Thomas were welcomed to their new positions. The committee still has 2 more OCM available and CB encouraged attendees to contact her if they are interested in being involved in the committee.	**N/A**
8	**AOB** The committee thanked LO'C for her work as temporary Chair following the sleeping down of the previous Chair and her excellent work chairing the AGM. No other AOB was raised so a small Christmas Quiz was carried out using Slido.	

Appendix: Slido Results.

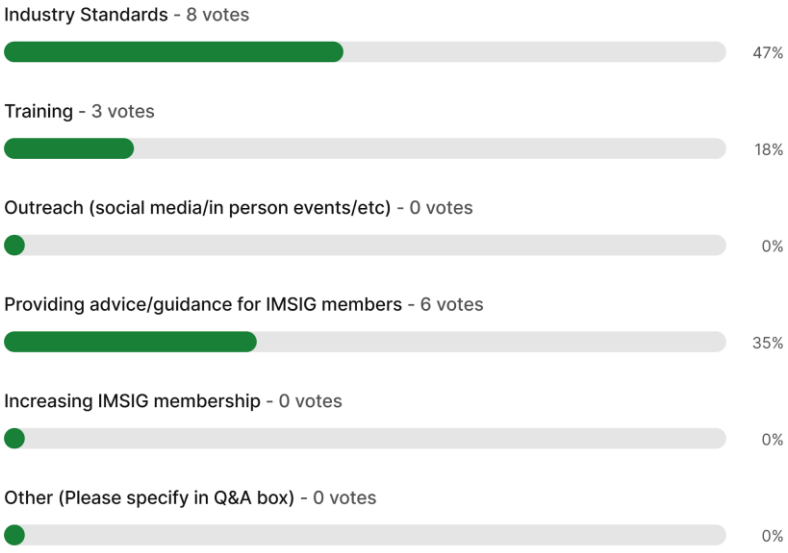




CIfA Information Management Group

What should be IMSIG's top priority/focus next year? Please pick one option

Multiple Choice Poll · 17 votes · 17 participants



slido