

### Committee Minutes

22 February 2017, 17.00  
By HE Conference Call

**Present :**

Hugh Corley (Chair), Jeremy Oetgen (Treasurer), Martin Newman, Simon Parsons

1. Apologies	Action
Lianne Birney, Doug Rocks-Macqueen (on a train), Colin Forrestal (thought it was the next day)	
2. Introductions	
For the benefit of the newly co-opted committee members MN and SP all present gave brief introductions as to who they were.	
3. Previous Minutes	
These were accepted as correct but will have to be ratified at a quorate meeting.	
4. Matter Arising from Previous minutes	
None as items are on the agenda.	
5. Update on Priorities for 2016-2017	
<ul style="list-style-type: none"> <li>• <b>Group Forum</b> - CF attended the Group Forum meeting on behalf of IMSIG. As always it was an interesting and lively meeting. CF will submit a brief report prior to the next committee meeting.</li> <li>• <b>3 year Plan</b> - CF was supposed to liaise with JO but this hasn't happened so action carried forward to next committee meeting.</li> <li>• <b>CifA Conference Newcastle 2017</b> - There is a CifA drop in session on the Thursday afternoon aimed at promoting SIG's. Suggest also meet the committee event one evening in a pub/bar.</li> <li>• <b>Advisory Council</b> - As CF is now an elected member DRMQ will be attending as IMSIG Group Rep at future meeting. Next is June in Birmingham. CF will circulate a brief report on the meeting on the 16th February.</li> </ul>	<p>CF</p> <p>CF/JO</p> <p>All</p> <p>CF</p>
6. Newsletter	
<ul style="list-style-type: none"> <li>• Aim is to produce a newsletter to be circulated by the end of March. HC/CF to co-ordinate with LB in producing it.</li> <li>• To include the request for committee members</li> <li>• Current committee member's bio's for next newsletter.</li> <li>• At future CifA events group members encouraged to provide feedback that would be of interest to IMSIG members.</li> </ul>	HC/CF/LB
7. IMSIG/FISH-HEIRNET/CPD Workshop	
<ul style="list-style-type: none"> <li>• Wifi in Historic Buildings – bring tech to old buildings. Storing site records and archives when the building isn't built for it, physical as well as digital</li> <li>• CF has received a communication from FISH which he will circulate.</li> </ul>	CF
8. Future Meetings	
<ul style="list-style-type: none"> <li>• By HE Conference call 5th May 2017 at 17.00hrs</li> </ul>	
9. AOB	
<ul style="list-style-type: none"> <li>• None</li> </ul>	