



**Minutes of the LIHNN Co-ordinating Committee
Held on 19th May 2011 at 1.30pm
Warrington Hospital**

PRESENT	Tracy Owen, Eileen Hulme, Emily Hopkins, Adrienne Mayers, Debra Thornton, Stephen Edwards, Denise Thomas
IN ATTENDANCE	Gil Young and David Stewart HCLU
APOLOGIES	Olivia Schaff

NO	MINUTES	ACTION
	MINUTES OF THE PREVIOUS MEETING The minutes of the previous meeting: Agreed as accurate	
	CPD FUNDING The group thanked Gil Young for attending to discuss event/course funding from HCLU and LIHNN. It was decided that there will be an amalgamation of both forms so that people are not delaying applying while waiting for decisions. Emily and Gil are to work on the amalgamation of application forms Umbrella Conference: HCLU and LIHNN to offer 4 places Emily and Gil to sort email out	Emily and Gil
	MATTERS ARISING AND ACTION LOG	
Hospitality	TO has e-mailed LIHNN re hospitality and has had 1 response for clarification to support their decision for not supplying hospitality. Hospitality form has been amended. The group emphasised the need for David to pass all hospitality requests before they are submitted to LIHNN	Complete Complete
Membership form	Tracy organised the membership form to be given out at the LIHNN/HCLU briefing will follow up with an e-mail	Tracy Complete
NWOPAC	Tracy spoke to Steve Glover re NWOPAC and its future development. The proposal is to have a task and finish group, Tracy to speak to Jean Williams about taking this group forward. Emily will contact other networks	Tracy
LIHNN Constitution	TO needs copy of Dec 2009 version	
Xmas Study Day show case	Tracy to speak to Linda and Gil	Tracy
	TRESURERES REPORT Eileen gave the group the report as at 3 rd of May 2011. All subscriptions for the year 2010 – 2011 have been received from services that are still operational. Eileen will wait for the complete membership forms before sending out 2011 – 2011 subscription, so invoiced will go out early July.	Eileen

	Eileen to sort out an end of financial year audit of the accounts	Eileen
	<p>HCLU UPDATE</p> <p>The group thanked David for attending.</p> <p>UPDATE</p> <p>David stated that it was still difficult to predict what the future holds. The positive signs are that they now have a 2 year lease at Wigan.</p> <p>Network</p> <p>Still question marks over libraries as Trusts move about. There may be some difficult situations with some Trusts having 2 separate library services or 1 service with 2 managers. Some situations will be complex to resolve. HCLU as always are offering there support.</p> <p>COMMITTEE MEMBES</p> <p>David asked about the future of LIHNN committee members, the tenure of the different members was discussed. David suggestion the committee does a “helping hands” type document for the Committee members of the future so that there is continuity of the group.</p>	
	<p>ANY OTHER BUSINESS</p> <p>David was missed off the invite for the meeting. It was noted that David and Linda should always be cc/included in the minutes and meeting arrangement e-mails. Denise will remind the group about this if she is unavailable for meetings in the future.</p>	
	<p>DATE & TIME OF NEXT MEETING</p> <p>5th July - FADE, Liverpool 10 am</p> <p>7th September - Fallowfield Library, Platt Lane, Manchester, M14 7FB</p> <p>Denise to give out directions nearer the time.</p>	