



## Steering Group Meeting

Thursday 30<sup>th</sup> January – 11:00 – 12:30 (Online)

### Notes and Actions

#### 1. Attendees

Emma Walton (Chair), Sue Ackermann (Vice-Chair), Pete Maggs (Treasurer), Jo-Anne Watts, Sarah Pittaway, Judith Keene, Ruth Jenkins (Mercian Officer)

#### 2. Minutes of meeting of 30<sup>th</sup> October 2024

[https://www.merciancollaboration.org.uk/sites/default/files/minutes/Steering\\_Group\\_notes\\_30Oct2024.pdf](https://www.merciancollaboration.org.uk/sites/default/files/minutes/Steering_Group_notes_30Oct2024.pdf) [this link has changed following the website update in March 2025]

#### 3. Website update (EW, RJ)

It was agreed that there was a need to move to the new website as soon as possible and then make progress on improving and refreshing the content of the webpages. It was hoped that the new website would be ready to launch by the end of February or early March.

There is some old content on the website, including some meeting papers going back to 2016. There are also some gaps due to recent difficulties uploading documents.

Some groups have been sharing documents via alternative routes, including Teams sites hosted by individual universities (e.g. Staff Development Group using Teams site hosted by Coventry and Conference Group using Teams site hosted by University of Nottingham). We now have a Teams area hosted by SCONUL so there is potential to use this for document sharing.

**ACTION:** EW and RJ to share the new website at the next Board meeting on 28<sup>th</sup> March. *COMPLETE*

**ACTION:** Steering Group to consider document retention policy and appropriate use of Teams for document sharing.

#### 4. Conference update (SA)

It was agreed that Coventry University would be the Conference Venue.

Keynote speaker confirmed as Beth Montague-Hellen, speaking on EDI in libraries.

Some potential ideas on the Conference theme were discussed, including 'Change and Resilience' 'Innovation' 'Value and Impact' and 'Diversity'.

**ACTION:** SA to liaise with Conference Group on confirming the Conference Theme(s). *COMPLETE*

#### 5. Membership subscriptions (PM)

PM updated the Steering Group on progress with modelling subscriptions for 2026. A small group have been looking at aligning subscriptions to JISC bands and initial proposals will be brought to the Board in March.

PM will be recommending a 3% increase for 2026, subject to approval from the Board.

PM was also mindful of the potential for other types of HE institutions to join the Mercian

Collaboration, perhaps with some form of 'associate membership'.

There may also be potential to review the regional area covered by the Mercian Collaboration so that HEIs outside the current area could join.

**ACTION:** EW to check membership criteria for SCONUL, including criteria for 'associate membership'.

#### 6. Mercian Disability Forum remit and proposal for a Global Majority Staff Network

It was agreed that the paper on expanding the scope of the Mercian Disability Forum to include broader EDI matters should be presented to the Board for approval in March.

SP was also planning to share the proposal for a Global Majority Staff Network with the Board.

#### 7. Outputs of Workshop to discuss the Value of the Mercian Collaboration

Gary Elliott-Cirigottis had produced a presentation drawing together some of the main themes from the Workshop at the November Board meeting. It was agreed that this had been very useful.

**ACTION:** EW to continue discussion so that we have more tangible outputs/work packages.

#### 8. Annual Report for 2024

There was a discussion about the format for the annual report and whether it would be possible to be more creative with the format.

#### 9. Agenda for next Board meeting on 28<sup>th</sup> March 2025

The draft agenda for the next Board meeting was discussed.

It was felt that it would be useful to continue comparing notes and sharing lessons learnt during recent and ongoing challenges.

There should be a discussion about Shared Services. It may also be timely to consider Mercian Collaboration's involvement with procurement, collections, journal negotiations, etc. It was noted that some MC members were also involved in discussions about next steps for NEYAL.

*Please see previous Directors Board agendas and meeting minutes:*

<https://merciancollaboration.org.uk/about/agendas-minutes/directors-board/>

*Please see previous Steering Group agendas and meeting minutes:*

<https://merciancollaboration.org.uk/about/agendas-minutes/steering-group/>