



Mercian Collaboration Directors Board

Tue 22nd March 2022: Reports

The following are reports, submitted for information for the Directors Board (22nd March 2022, item 5). The Chair welcomes specific questions or comments, or suggestions for related actions. However, it is not anticipated the following reports will be discussed in depth during the meeting.

a. Steering Group Minutes

The Steering Group has met twice since the last Board ([26/11/21](#) & [11/2/22](#)). Topics for discussion have included: governance matters (subscriptions, reserves policy, risk register, annual report, events policy and strategic plan) and operational concerns (current finances, Officer activities and hours, inter-collaboration meetings, subgroup reviews and subgroups reports). Other items under consideration have included: purchasing consortium arrangements, proposed new subgroups and conference sponsorship arrangements. The minutes from both meetings are available online, and the Chair welcomes any comments, questions or requests for additional information.

b. Operational Groups Updates

Operational Groups focus on delivering on a tangible membership value through their respective programme of events. While experiential exchange at group meetings is acknowledged, it is not their primary goal.

<p>CG (Conference)</p>	<p>Since the last Board meeting it has been a busy period for the Conference Group which has met five times. The previous subgroup chair, Damian Pugh (Nottingham) stood down and was replaced by then vice chair, Deborah Munro (Birmingham). Laura Newman (Loughborough) has been elected the new vice chair. There has also been a considerable turnover in group membership, although the committee has once again welcomed a number of new members. Committee members have also moved into their specific event supporting roles for the forthcoming conference cycle.</p> <p>Thanks to a generous offer from Cranfield University, the conference will be hosted online with the support of their local team. As a result, a date of 6-7th September (PM only, both days) has been allocated to the conference. An event theme of Redefining Engagement has also been proposed and approved by Steering Group, with more details a call for speakers due to be announced in April. An updated sponsorship policy has also been approved, and the committee is keenly seeking organisations interested in supporting the event financially. Additionally, the group is currently considering potential keynote speakers, informed by the membership survey report completed by the Officer in 2021, and the emerging event theme.</p> <p>Minutes from prior meetings are available via the subgroup link above.</p>
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<p><u>MSDG (Staff Development)</u></p>	<p>The MSDG has not met since the previous Board meeting. However, activity has continued with a number of events scheduled during this period. These have included:</p> <ul style="list-style-type: none"> • <u>Library Data – what are we collecting and why</u> (19/10/21) • <u>Social Media Platforms for Customer Engagement</u> (10/11/21) • <u>Implementing a New Library Management System</u> (7/12/21) • <u>Collaborative Partnerships</u> (9/12/21) • <u>Recruiting Online and Being Recruited online</u> (1/3/22) <p>An event <u>Building on the Wins</u> is scheduled for 26th April, with details due for release in the near future. Efforts to host ‘virtual’ library visits under the <i>All the Same, But Different</i> heading have been made, and while there is interest among the group members, a successful outcome has yet to be achieved.</p> <p>In the meantime, the MSDG will next be meeting 2pm, Wed 23rd March. At this meeting Sarah Pittaway (Worcester), current subgroup chair will stand down, and be succeeded by the current vice-chair, Annmarie Lee (BCU). A new vice-chair and two new evaluation officers have been proposed and will be announced at the meeting. Minutes from prior meetings are available via the subgroup link above.</p>
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c. Special Interest Groups Updates

Special Interest Subgroups, represent communities of practice, wherein meetings and events provide opportunities for participants to exchange experiences and insight. Some SIGs also seek to enable an events programme with a wider delegate catchment, although this is not seen as a core activity

<p><u>D&SSG (Deputies)</u></p>	<p>This subgroup has met once (10/11/21), chaired by Kirsty Kift (Coventry). Topics for discussion including: new and emerging working practices, staffing and recruitment. Many members also offered updates on current activities and priorities within their organisations.</p> <p>The subgroup will be next meeting once more (<u>7/4/22</u>) and will be discussing topics including the national student survey along with the future of print collections. A chair for this meeting remains outstanding. A summer term meeting is expected to be organised in the wake of this meeting.</p> <p>Notes from prior meetings are available via the subgroup link above.</p>
<p><u>MarComms (Marketing)</u></p>	<p>After a lengthy period of inactivity, Steering Group placed this subgroup under review. Following appeals to the membership community, sufficient interest was received to host an exploratory relaunch meeting, which was held <u>21/3/22</u>. The primary goal of this meeting was to locate people willing to take on roles actively guiding the group and arranging future meetings. Outcomes from this will be reported and considered at the next Steering Group meeting.</p>

<p><u>MCG (Copyright)</u></p>	<p>After a lengthy period of inactivity, Steering Group also placed this subgroup under review. Following appeals to the membership community there was a small level of member interest in relaunching this group. It is anticipated a meeting will still be held to explore the viability of a relaunch. If there is insufficient interest and individuals willing to lead, the subgroup will be discontinued. Steering Group will be updated on progress.</p>
<p><u>MDF (Disability Forum)</u></p>	<p>The MDF has met once (26/11/21) since the last Board. Group sponsor (Chris Powis) and MSDG Chair (Sarah Pittaway) were in attendance for discussions centred on the potential for inter-group badged events and guidance on making events more inclusive. Other areas of discussion by members included: new vs old practices and services, staff capacity and wellbeing, video captioning and immersive readers.</p> <p>The subgroup hopes to meet again in the coming months, date and time TBC. Minutes from prior meetings are available via the subgroup link above.</p>
<p><u>MMF (Metadata)</u></p>	<p>The Metadata Forum has not formally met as a group since February 2021. However, they continue to periodically host group events, with the most recent being entitled <u>Making Use of MarcEdit</u> (17/11/21). The session introduced people to MarcEdit through commonly encountered examples. It also offered demonstrations of how people deploy MarcEdit in their workaday activities to streamlining their workflows.</p> <p>Further events are under consideration by the group chairs for hosting in 2022.</p>

d. [Officer's Update](#)

A report from the Officer on activities since the previous Board is available online.