LIASA WESTERN CAPE

Notice is hereby given of the Branch AGM held on Wednesday, 13th August 2014 at UWC Auditorium at 11:00

Opening and welcome

Ingrid Thomson welcomed all to the AGM, listed apologies and introduced Theressa de Young as the guest speaker for the morning.

(Complete introduction attached to Chair’s report)

Attendance: Registers attached

Apologies: Ilse Swart, Malene van Zyl, Cheryl Swart, Sue Hardy, Lormarcia Zwaan, Sunell Lotter, Pat Gordon, Ninnie Steyn, Nora Moerat, Celia Walter, Rheina Epstein, Shireen Davis-Evans, Nomaza Dingayo, Pieter Hugo, Rose Damon, Linette Brett, Kate Whittaker, Heather Hodgson, Michiel Mol, Sandy Zinn

Minutes of previous meeting

Corrections: None

Accepted by: Samantha Bennett

Seconded by: Laddy McKechnie

Determination and quorum

The group was declared a quorum for the meeting to proceed.

Matters arising: None

Chair’s report

See attached report by Ingrid Thomson.

Treasurer’s report

See attached report by Sue Hardy.

Guest speaker: Theresa de Young - Librarian of the Year 2013

Theresa spoke to the group about her experiences as Librarian of the Year (LOY)

- She started off as Western Cape Librarian of the Year
- The process towards National LOY was hard work and included an interview with the National office
- As National LOY, experiences for example, included radio interviews and a UKS clients lunch which was a corporate affair that allowed for networking and meeting very interesting people.
- In addition there have been many SLYSIG activities and her motto has been: ‘be so good they can’t ignore you’
- SA Library Week included a roadshow to schools and FET colleges
- During World Read Aloud Day she met many children
- She was part of the City of Cape Town Reading competition
- UCT students talk - from this engagement with students it appears that there are positive students coming into the profession
- LIASA Leadership Weekend
LIASA Cape Armchair Seminar - Theresa shared that she was inspired by and looks up to Naomi Haasbroek

SLYSIG National Conference

Theresa has also written articles

Lessons learnt are summed up in two choices

- Not everyone will be happy for you when you share your joy and success. But don’t let that bring you down and keep striving anyway!
- You can do anything but not everything (David Allen)

Theresa shared the following advice

- Be a doer
- Have moral attitude - treat others like you want to be treated
- Practice what you preach
- Have integrity
- Have self esteem - acknowledge your own skills
- Be hard working
- Have resilience
- Manage your stress
- Show commitment to community
- Have passion
- Be accessible

Theresa concluded that the future looked bright having forged many partnerships - City of Cape Town, The Bookery, IbbySA, Liasa, UKS and IFLA (on committee for Information Literacy)

Librarian of the Year 2014 (LOY)

The nominees are:

- Mercia Sias
- Akeela Gaibie
- Flippie van der Walt

And the winner is… Flippie van der Walt

Election results

LIASA WC BEC

Chair: Samantha Bennett

Chair Elect: Laddy McKechnie

Treasurer: Lisa Kistain

PRO: Theresa de Young

Additional Members: Bronwyn Erasmus, Zuthabeke Mvakade, Madelein Koegelenberg, Jeremiah Pietersen, Lorensia Thomas, Mercia Sias, Righardt le Roux
PACLIG
Chair: Glorine Hannah
Chair Elect: Rika Odendaal
Secretary: Jacinta Avontuur
Treasurer: Nadia Ismail
PRO: Christelle Lubbe
Membership Secretary: Samantha Christians
Additional Members: Charl September, Madeleine Koegelenberg, Gilbert Isaac

LISLIG
Margie Struthers (CCR), Zuthobeka Mvakade (SAAO), Luleka Ngudu (ARC), Nomvelase Skade (Petrosa) - Positions to be decided at first committee meeting

SSIG
Chair: Lizel Johnson
Chair Elect: Helen Titus
Secretary: Andrid Pieters
Treasurer: Shahiema Engelman
PRO: Anolette du Toit
Additional Members: Marie Bignaut, Joan Fortuin, Shirley van Huffel, William Wiese

WCHELIG
Alfred Nqotole, Yusuf Ras, Collin MacJackie, Russell Chisango

ICTLIG - to be determined

Motions for Conference – None

Announcements
- National Elections: Flippie van der Walt is standing as President Elect and Nikki Crowster as National PRO
- Open Access Week will be in October
- There was a call for office bearers for all Interest Groups on National Level

Any Other Business
- Ingrid Thomson was thanked for her active involvement in LIASA

Gifts were handed out and the meeting was concluded at 12:45

Chair: Ingrid Thomson

___________________ Date: ______________
___________________ Date: ______________
CHAIR’S REPORT

A warm welcome to the branch Annual General Meeting. Thank you for taking time out this morning to attend the respective Interest Group AGMs and then staying for the branch AGM. The only interest group not meeting today is SLYSIG as most of the membership are teachers, and in terms of departmental regulations, meetings need to happen after hours. So the SLYSIG AGM is tomorrow afternoon.

The current BEC includes the convenors/chairs of the local active interest groups (SLYSIG, WCHELIG, PACLIG, LlSLIG, SSIG and ICTLIG) with three leading the national interest groups (SLYSIG, SSIG and ICTLIG). As your representative on the Representative Council, I was elected to National EXCO as Additional Member with the responsibility for Social Media and Advocacy.

The BEC has met regularly either face-to-face or via email. Our annual strategic planning meeting was held on 3 December 2013. The invitation is extended to all BEC and IG committee members and generally there is a good turnout. This time round, we were joined by our President, Ujala Satgoor, and Annamarie Goosen, Office Manager, who shared in the discussions.

For those who have been wondering why the Western Cape seems to have been left out of the “Roadshows” … we haven’t. A major element of the Roadshow was to meet the respective BECs, meet the leaders in LIS in the branch, and to meet members, and to visit libraries. The Roadshow in the Western Cape has been split over several visits. The Strategic Planning meeting was an opportunity to share the LIASA thinking with the BEC. The launch of SA Library Week gave members an opportunity to meet LIASA EXCO, plus a range of school libraries were visited together with the LIASA Brand Ambassador, Tebogo Ditshego. And in the run-up to 2015 IFLA Conference, all the directors of LIS in the branch, are in fact on the national organizing committee, so there is interaction there.

As happened last year (and reported on in the Chair’s Report for 2013), another national leadership weekend was hosted by the President of LIASA, to which not just the Representative Council were invited, but also the Chair Elects of the national interest groups.

EVENTS

The Western Cape Branch has had an exciting year since the last AGM, with the branch and most interest groups offering opportunities for ongoing professional education and development and networking.

Here is a brief run-down of what happened:-

- Conference 2013 - Although we don’t host, the conference was held in our branch. It was an amazing conference, and a good practice run for IFLA next year. Western Cape members stepped up to the challenge and volunteered.
- Our Annual Breakfast at the end of November was held at Groenvlei Wine Estate with guest author, Alex D’Angelo who shared some of his writings with us.
- January saw WCHELIG host a webinar on Library Orientation. Academic Librarians from across the country participated in this.
- As part of the SA Library Week celebrations, there were visits to school and college libraries along with the LIASA Brand Ambassador on the Thursday prior to the national launch. And then came the well-attended national launch which was held at the NLSA campus in Cape Town. This was a partnership with Cape Provincial Libraries, City of Cape Town Libraries, National Library and LIASA National and LIASA Western Cape. There was a lot of work going on behind the scenes.
- WCHELIG and National HELIG hosted a one day workshop on Research Data Management, presented by the Digital Curation Centre and made possible, by UCT LIS. Delegates came in from other parts of the country to attend this.
- PACLIG hosted a Storytelling workshop in Paarl.
- SLYSIG hosted a very popular “iPad in Education Workshop” in April facilitated by Alan Goldberg of Digicape.
- For the first time, LIASA had a stand at the SA Book Fair, courtesy the National Library of South Africa. Thank you to all visited the stand, and a special thanks to Western Cape members Fadeela Davids and Naomi Haasbroek who assisted in manning the stand.
- In June, the branch hosted a seminar on “Librarians as agents for social change, community development and democracy” where in conversation were Naomi Haasbroek, (Past President LIASA), Nomaza Dingayo (Director, Cape Provincial Library Services); Theresa de Young, Claude Woodman (Legado) while Ina Smith (HELIG Chair Elect) joined us from Nairobi virtually.
- ICTLIG in partnership with WikimediaSA is running a pilot “Western Cape Libraries edit-a-thon” to improve the content, quality and number of articles on libraries in the Western Cape province of South Africa. This is in line with the SA Library Week theme - “Check in @ your library”. Three sessions have been held thus far (and another series is planned for October).
MEMBERSHIP
Our current membership stands at 356 (as of Monday 11th August 2014). At the AGM last year, we had 324 members. Of concern, is the number of people who completed membership forms online, and didn’t make any payments or complete their installments. One is not considered a LIASA member until everything is paid up. This isn’t just a challenge for this branch, but happens across the other branches as well.

The BEC considers that all events held in the Western Cape are opportunities for membership recruitment and retention.

There have been a number of membership campaigns on the go, both nationally and within the branch. Last year we offered three members free breakfast at our Annual Breakfast in November. A random lucky draw was held and Bronwen Erasmus, Zuthobeke Mvakade and Jeremiah Pietersen were the winners. Then this year, at the end of May, we also offered a free Gobii reader in a draw for those who had renewed/joined for this year - and Nomvelase Skade walked away with that prize. Her name was also drawn in the national lucky draw for membership.

FINANCES
The financial report will be presented by Samantha Bennett, on behalf of our Treasurer, Sue Hardy, who unfortunately is not able to join us this morning. A highlight for the year is that a profit was declared from the 2012 LIASA Conference, and in terms of the profit-sharing agreement, all branches and National interest groups received R6000. Our share was paid into our bank account on LIASA’s 17th birthday, so this is not yet reflected in the financial reports to be presented.

ELECTIONS
This is an election year at national and at branch and interest groups. You will have seen that for the first time in a very long time, the Western Cape branch has had to go to a vote because of the number of nominations received. This augurs very well for the Association that members are prepared to volunteer for leadership. Because of the timing, we have gone with an online ballot rather than traditional print. And this seems to have worked well in giving those who are not attending this AGM, the chance to participate in selecting the incoming team.

LIBRARIAN OF THE YEAR
The Western Cape Librarian of the Year, Theresa De Young, was named as National Librarian of the Year. She will be sharing some of her experiences with you a little later this morning.

And our 2014 Western Cape Librarian of the Year will be announced later this morning.

COMMUNICATION
The branch continues to use various communication means to share with members - we moved the listserv to Google Groups - which gave us the opportunity to tidy up the list, so only paid-up LIASA members are on that group. As before, it is a moderated closed mailing list.

Our Western Cape facebook group is very active with the LIASA Facebook group page. The Facebook page is a closed group, which means that either one has to apply to join the page, or be added. Applications to join the page are looked at carefully as we have been hit by spam previously when the group was open. Currently there are 202 members.

Notices are also posted to LIASAOlne listserv and to the national LIASANews Facebook and Twitter account.

There have been two issues of the newsletter this year.

CHALLENGES
These remain the geographical spread of the branch with members in outlying areas. As mentioned in last year’s report, there is scope for three sub-branches in the Western Cape - Outeniqua (George), Breede River Valley and West Coast. There is some work going on in the West Coast where members of the BEC have been active in promoting LIASA. But it remains a challenge. A possible solution is the use of technology like webinar software, but the challenge there is that not all institutions have access. We need to continue to explore options.

THANK YOU
Our thanks need to go to our sponsors and supporters, not just at this event, but all our events over the past year. We acknowledge and thank our institutions for their support which has ranged from financial sponsorship for events to providing venues for meetings and training.

One of the strengths of the Western Cape branch is the number of active interest groups we have - without them, it would be very difficult for the branch to provide the range of opportunities to members. We acknowledge and thank the interest groups and the committee members for their enthusiasm and commitment to LIASA, and to serving the LIS sector in the Western Cape.
Last but not at all least, I would like to say thank you to a fantastic team - “the Win Team”. The spirit of co-operation, camaraderie, friendship and professionalism is alive and kicking! You are truly awesome! These are indeed “LIASA members who are Leaders!”

I would like to acknowledge the Win Team by name - Samantha Bennett, Najma Patel, Sue Hardy, Elmarie Waltman, Mercia Sias, Dairmaid Wessels, Laddy Mckechnie, Yusuf Ras, Nikki Crowster, Lizel Johnson, Theresa de Young, Rika Odendaal and Alfred Nqotale. You are all amazing… And it has been fun. Yes, hard work, but fun! It’s been a job well done!

I stand down as LIASA Western Cape Chair and hand over to Samantha Bennett at the end of September when the new term of office starts. The outgoing team leaves LIASA Western Cape in good hands…. There is a good team coming in, a young vibrant team who will take LIASA forward.

Ingrid Thomson
Chair 2012 - 2014

LIASA Western Cape Financial report for the year 1st July 2013 to 30th June 2014

Branch:

1. We opened the year with a R 40.44 balance

2. Year-end breakfast at Groenvlei - for the first time ever we made a profit on this function of R200 (however Ingrid paid the speaker’s gift (which I think was R200!).

3. The remaining stock of SA Library Week 2013 mugs was sold for R 500.

4. SLYSIG National approached the Branch to handle their pre-conference 2013 workshop finances. We agreed to do it but to charge them any additional bank charges incurred as well as an admin fee. An amount of R 37 450 came into our account for participants and exhibitors. An amount of R 21 580 was paid to LIASA National for membership 2014 as part of participants’ conference deal. Security at venue R 720. One member was refunded R 500 as the Education Dept had paid for her attendance. Bank deposit fees amounted to R 292.40. An Admin fee of R 450 was charged.

Profit transferred to National SLYSIG  R 13 907.60

5. M Brown paid his membership fee to Branch instead of to LIASA National – Money transferred to them.

6. Western Cape Seminar Income R 1720  Catering  R 985.84 Mugs for speakers R280
7. Branded mugs purchased R 4500.00 - sold to date R 2970

8. Admin Fees charged to the IGs for handling their accounts, etc. Calculated at 3% p.a. on a monthly basis – as their balances varies, so then does the fee change for the month.

9. Bank charges: the Branch has carried the full monthly service fees charged by the bank. Cash deposit fees and cheque deposit fees have been allocated according to the monies deposited for the Branch and the various IG workshops held.

10. Auditing fees of R995 have been split between the Branch and the IGs (except LiSLIG who run their own books and pay the auditor themselves)

11. AGM catering costs – have been split with the IGs (except for SLYSIG who run their own AGM due to school hours.)

12. Entertaining LIASA National Exco: we were asked to meet with them on their pre- conference visit to CT. The BEC members paid for their own meals.

13. SA Library week launch: this paid for balloons, water and Steers meals for school children.

Branch finances at 31.07.2014

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Conference 2013 surplus R 6000.00

Mugs monies received R 4 960.00

Sundry expenses R 615.80

110 mugs purchased R 4 950.00

Mugs on hand: 31.7.2014

Bought 210

Sold 144

Balance 66

Combined accounts: 30.6.2014

Balance in cheque account R 20 754.22

32 day account R 6 017.53

R 26 771.75
TO: LIASA Western Cape

INCOME AND EXPENDITURE FOR THE YEAR ENDED 30th JUNE 2014

HONORARY AUDITOR’S REPORT

I have examined the financial statements of the Library and Information Association of South Africa LIASA (Western Cape) from records supplied to me.

The Audit was conducted on a test basis and examining the vouchers presented to me.

Based on my opinion and belief, the income and expenditure statement fairly present the financial position of LIASA (Western Cape) as at 30th June 2014.

[Signature]

A Harnekar B.Compt (SA) PA
Practicing PA (SA) No. 5556

12th August 2014