



NPO 009-577

LIASA National Office

P O Box 1598

Pretoria, 0001

Tel: 012 324 6096

Fax: 086 694 7272

Email: liasa@liasa.org.za

LIASA Branch Annual Report 2015: President's Award for the Best Branch

SECTION A: Branch GovernanceBranch Name: *"Click here and type Branch name in full"***Branch Executive Committee Members and Portfolios (2014-2016)**

Portfolio	Name & Surname	LIASA Membership Number
Chair		
Chair-elect		
Secretary		
Treasurer		
Public Relations Officer (PRO)		
Additional Member		
Additional Member		

Branch Interest Group Conveners (2014-2016)

Interest Group	Name & Surname	LIASA Membership Number
HELIG		
ICTLIG		
IGBIS		
ILLIG		
LiSLIG		
MAIG		
PACLIG		
RETIG		
SLYSIG		
SSIG		



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Date	Topics & Speakers	Number of Attendees

ITEM: Branch EXCO Meeting/s

Date	Topics & Speakers	Number of Attendees

ITEM: Branch Strategic Planning Session/s

Date	Topics & Speakers	Number of Attendees

ITEM: Branch Annual General Meeting (AGM)

Date	Topics & Speakers	Number of Attendees

ITEM: Branch South African Library Week Event (March 2015)

Date	Topics & Speakers	Number of Attendees

ITEM: Branch May Seminar (May 2015)

Date	Topics & Speakers	Number of Attendees



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Date	Topics & Speakers	Number of Attendees

ITEM: Branch Open Access Week Event (October 2014)

Date	Topics & Speakers	Number of Attendees

Number of Branch Reports available on LIASA Web	
Governance Documentation on Google Docs/Drive	Yes/No

SECTION B: Branch Finances (October 2014 – June 2015)

Bank Account Name	
Bank Name	
Bank Branch/Number	
Account Number	
Signatories	
Accountant & Firm Name	

Please attach the Branch Financial Statement as on 31 December 2014, drawn up by an accredited accountant.

SECTION C: Membership (October 2014 – June 2015)

Total Members on 15 September 2014	
Total New Members from 16 September 2014 – 30 June 2015	
Total Members on 30 June 2015	



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SECTION D: Interest Groups (October 2014 – June 2015)

Interest Group	Active (Y/N)	Number of Meetings	Number of Workshops	Number of Newsletters available on LIASA Web
HELIG				
ICTLIG				
IGBIS				
ILLIG				
LiSLIG				
MAIG				
PACLIG				
RETIG				
SLYSIG				
SSIG				

SECTION E: Marketing (October 2014 – June 2015)

Activity	Branch & Interest Groups Combined (indicate no.)
Newsletters available on LIASA Web	
Mailing List Announcements	
Press Releases available on LIASA Web	
Articles in LIASA-in-Touch	
Fundraising Events	
Website Updates	
Radio Interviews	
Other	

Marketing using Social Media

	Y/N	Address (URL)	Likes/Followers/ Members	No. of Posts
Gmail Account				
Google Groups Mailing List				
Facebook				
Twitter				
Blog/Wiki				
Flickr (photos)				



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SlideShare (presentations)				
Other				

SECTION F: Personalia (*Awards, Papers, Presentations, Studies, Committees, etc.*)

Name & Surname	LIASA Membership Number	Description	Web Address (URL)

SECTION G: Branch Chair's Report of Main Highlights of the Past Year (*Please attach a copy of the report presented at the Branch AGM*)

"Click here and type summary of highlights"

SECTION H: Main Challenges facing the Branch

"Click here and list challenges"

SECTION I: Focus for 2015-2016

"Click here and type what your main focus will be"

(Describe one suggestion, aligned with the LIASA Strategic Directions, which according to the Branch must be a priority or focus for 2016.)

Signed by Branch Chair:

Signed on Date:



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Please attach the following:

1. Branch Financial Statement on 31 December 2014
2. Branch AGM Report for October 2014 – June 2015
3. Other e.g. Newsletters, Business Plans, Strategic Action Plan, Minutes, etc.