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e-mail: [liasa@liasa.org.za](mailto:liasa@liasa.org.za)**Annual Branches and Interest Groups Report (29 Sept 2014 - 31 July 2015)****Branch /Interest group name: Free State Branch**

<b>LIASA NATIONAL STRATEGIC THEMES</b>	<b>Branch/Interest group key programs/ activities to support National Strategy</b>
<p><b>1. Leadership:</b> To provide innovative and dynamic leadership that will drive LIS in South Africa.</p>	<p><b>1. Chair-Elect:</b> After Conference the elected Chair-Elect for 2014-2016, Ms Betsy Eister, was elected as LIASA National Secretary, the branch arranged a by-election to elect a new Chair-Elect for the term 2014-2016. Ms Lianda Coetzer was elected through a voting process by the LIASA Free State members.</p> <p><b>2. SSIG Chair:</b> The SSIG chair, Ms Marie de Wet, retired from CUT FS and moved to Cape Town. A by-election took place and Ms Suzette Lombard was elected as new SSIC Chair.</p> <p><b>3. Membership Secretary:</b> Zethu Mazibuko resigned as Membership Secretary due to her resignation from her post at CUT and moved to Gauteng. The filling of the Membership Secretary was discussed at a BEC meeting and filled by Ms Suzette Lombard one of the current BEC members.</p> <p><b>3. BEC Meeting: 29 October 2014</b></p> <ul style="list-style-type: none"> <li>• All BEC members signed an individualized Code of Conduct that included the responsibilities of each portfolio/position on the BEC on 29 October 2014.</li> <li>• All BEC members' opinions on the value of LIASA were gathered to be used for the marketing and advocacy of LIASA in the membership recruitment process.</li> <li>• Strategic planning and the Year Programme for 2015 were conducted.</li> </ul>

	<ul style="list-style-type: none"> <li>• The BEC attended most of the meetings with a 100% attendance rate.</li> <li>• BEC members were requested to market LIASA in all the different institutions in which they are working.</li> </ul> <p><b>4. Celebration of LIASA President's Award 2014: 07 November 2014</b> Members enjoyed a lunch at Block and Cellar to celebrate the President's Award 2014.</p> <p><b>5. Leadership Weekend and Representative Council Meeting: 20-22 February 2015:</b> The following 4 LIASA Free State Members will attend: Betsy Eister(EXCO Secretary); Erna Mostert(LiSLIG:Chairperson); Elmari Kruger: (Branch Chair); Lianda Coetzer: (Branch Chair Elect).</p>
<p><b>2. Membership:</b> Develop new campaigns for recruitment and retaining of membership</p>	<p><b>1. Membership recruitment:</b> is the main area to focus on for 2015. The BEC had a brainstorming session on all reasons why should you join LIASA and the benefits of being a LIASA member and BEC member. This would be used during personal encounters with non-members, word of mouth and personal emails could assist in the recruitment process.</p> <p><b>2. Membership States:</b> <b>February 2015:</b> 51 fully paid up members; and 10 inactive members those that made use of the 3 months option that is not calculated in this total. (61) <b>July 2015:</b> 91 fully paid up members; and 10 inactive members those that made use of the 3 months option that is not calculated in this total. (101)</p>
<p><b>3. Marketing and Advocacy :</b> Develop strategies for the extensive promotion of LIASA as a brand</p>	<p>At Branch Meetings the following important issues were discussed:</p> <ul style="list-style-type: none"> <li>• The new LIASA President's theme and 10 point plan</li> <li>• Strategic planning and the Year Programme for 2015</li> <li>• Feedback from the EXCO meeting and Leadership Weekend</li> <li>• Presentations on LIASA Conference</li> <li>• IFLA: IFLA Presentation of 2014 IFLA Fever: marketing IFLA Attendance to library institutions; volunteering at IFLA and applying for IFLA Grant.</li> <li>• During the November 2014 meeting members were invited to take some of the LIASA products; SALW T-Shirts; buttons; bookmarks; bags: pens and caps that was still available from previous years.</li> <li>• .Handing out of Library Week T-Shirts before and during Library Week</li> <li>• Free State Branch investigated their own T-Shirts</li> </ul>
<p><b>4. Communication and sector engagement</b> Maximise the use of cutting edge technology for marketing and communication purposes</p>	<ol style="list-style-type: none"> <li>1. The Branch makes use of: E-mails : FS Mailing list; SMS; Free State Branch Face Book; HELIG Facebook; PAGLIC Face Book, Newsletters and Webinars to communicate with Members and Non-members.</li> <li>2. The PRO, Senovia Welman changed the format of the Newsletter: 4 Newsletters were compiled during this time.</li> <li>3. Free State Branch Face Book: Very Busy</li> <li>4. HELIG Face Book: Busy</li> <li>4. PACLIG Facebook is newly created and is also doing very well.</li> <li>5. Webinars: Embedded Librarian</li> </ol>

<p><b>5. Good governance:</b> Provide and maintain good governance structures for financial growth, accountability and sustainability. Continuously visit structures, guidelines, procedures and policies, and review such if and when necessary</p>	<p>The Chairperson stated the goals for the next year, i.e. membership drive and getting people to join LIASA, to develop members; to share experiences and ideas, to uplift people to make the best of their lives and to get members on board with the latest trends in the library and information field.</p> <p>Action: Membership Drive, Advocacy, Face Book, Newsletter</p> <p>Integration: Information Literacy between the different institutions</p> <p>Collaboration: Between the different institutions: UFS, CUT, Provincial Library Services, Education Department, Special Libraries, Public Libraries, School Libraries</p>
<p><b>6. Training and Development:</b> Invigorate the sector through dynamic, vibrant, continuing education, and training and development programmes</p>	<p><b>Development and Training:</b> Was conducted through Training, Workshops, Meetings, Seminars and Webinars as part of the Branch and Interest Groups according to the Annual Planning that was send out to the members. All the training and workshops were achieved as plan according to the Annual programme for 2015:</p> <p><b>February:</b> 11 LISLIG: Visit UFS Archive Contempt Affairs 13 SLYSIG: Promoting Reading In Your School 20-22 Rep Council Meeting Pretoria Leadership Weekend 25 LIASA Meeting: Strategies &amp; Motivation: LIASA President: Segametsi Molawa</p> <p><b>March:</b> 10 HELIG: How to present conference papers 14-21 Library Week All Libraries: Connect @ Your Library 18 LIASA Meeting: Connect @ Your Library</p> <p><b>April:</b> 22 LISLIG: Visit Library of FS Legislature</p> <p><b>May:</b> 8 PACLIG: Dust Off Your Act And Empower Your Community 14 WEBINAR: Embedded Librarian: Monde Madiba 22 SLYSIG: Scholastic INC 27 Libraries for Development: Mr Tshepo Sefothelo from ReaderLympics 27 Reading and Literacy Campaign: empowering libraries for community development: Mr Manichand Beharilal from MBLS Publishing</p> <p><b>June:</b> 10 LISLIG : RDA for Special Libraries</p> <p><b>July:</b> 28 HELIG: Latest Trends In Higher Education 31 SLYSIG: Book Repair Workshop</p>
<p><b>7. Financial Status</b></p>	<p><b>Financial States:</b> The treasurer and Chairperson have access to Internet</p>

	<p>banking on their Notebook computers. Both received training on Internet banking from FNB and received assistance when problems were experienced.</p> <p>Current: R 27 393.82 Investment R 145 000.00</p>
<b>8. Summary of Challenges and Major Achievements</b>	<p><b>Mayor Achievements:</b></p> <ol style="list-style-type: none"> <li>1. Facebook: Free State Branch</li> <li>2. Facebook: HELIG Free State</li> <li>3. Facebook: PACLIG Free State</li> <li>4. Newsletters: 4 Issues</li> <li>5. Internet banking facilities</li> <li>6. LIASA President to be the guest speaker on the Branch Meeting and meet with the BEC on 25 February 2015.</li> <li>7. Webinar: Embedded Librarians</li> <li>8. Library Week Celebrations: With children and adults.</li> <li>9. Seminar</li> <li>10. Sponsored one LIASA member to attend the IFLA Conference and the FS Branch Chairperson</li> </ol> <p><b>Challenges:</b></p> <ol style="list-style-type: none"> <li>1. Recruitment of LIASA members and to be continuous LIASA members.</li> </ol>
<b>9. Planned Activities for next 3 Months</b>	<p><b>August:</b> 5 SSIG: Shelters Competition 5 LIASA &amp; IG'S AGM'S : Virtual Libraries 14 PACLIG Workshop: Window Dress Your Library 15 – 21 IFLA Conference: Cape Town 20 LIASA National AGM</p> <p><b>September:</b> 18 SLYSIG: Fundraising For Your School Library</p> <p><b>October:</b> 19-23 HELIG Open Access Week 22 LIASA Workshop: Open Access 23 SLYSIG: Mobile Bus Services</p> <p><b>November:</b> 6 LIASA Year End Function: IFLA Presentations</p>
<b>10. Date of submission</b>	22/07/2015
<b>Chairperson/Chair-elect name and signature</b>	 Elmarie Kruger LIASA Free State: Chairperson