



LIBRARY AND INFORMATION ASSOCIATION OF SOUTH AFRICA ANNUAL GENERAL MEETING

The Annual General Meeting of the Library and Information Association of South Africa was held on
Thursday 10 October 2013 at the Cape Town International Convention Centre, Western Cape.

MINUTES

1.	<p>Opening and welcome</p> <p>The LIASA President, Ms Ujala Satgoor, welcomed the members to the Annual General Meeting (AGM) and invited participation in the meeting.</p>
2.	<p>Attendance and Apologies</p> <p>No written apologies were received and members were invited to submit apologies to the Secretary.</p> <p>All paid up members were invited to obtain 2013 voting cards at the LIASA Office Kiosk prior to the AGM. As several members did not follow this instruction, voting cards were subsequently distributed to members in good faith without checking their names against the register. Mr F van der Walt registered his concern that this was not procedural. The President urged members to act maturely and only vote if they were legitimate members. Ms E Tise further proposed that the Conference delegate list be compared to the paid up membership list to determine if the numbers correlate.</p>
3.	<p>Appointment of tellers</p> <p>Mr N Hardy, Ms P Bekwa and Mr L McKechnie were appointed as tellers for this meeting.</p>
4.	<p>Determination of a quorum</p> <p>The meeting was declared quorate as a total number of 262 paid up members with voting cards were counted, which exceeded the quorum requirement (10% of 1552 members).</p>
5.	<p>Personalia</p> <p>The President congratulated the following LIASA members elected to National and International representative bodies:</p> <p>Ms E Tise: Chair - National Library Board Mr M Ntombela: Chair - Legal Deposit Committee Ms Z Maya: Member - Legal Deposit Committee Ms I Thomson: Member - Higher Education Chamber Ms U Satgoor: IFLA Africa Section – Standing Committee Member Ms T Mzizi: IFLA Public Library Section – Standing Committee Member . Ms R More: IFLA Africa Section - Standing Committee Member and IFLA National Libraries Section - Standing Committee Member.</p>
6.	<p>In Memoriam</p> <p>A moment of silence was observed in memory of members who passed away during this year. The names submitted were N Chitsamatanga, E Gericke, W Miso and C N Ntuli</p>
7.	<p>Confirmation of agenda</p> <p>Two items were added and the numbering was changed as follows:</p>

	<p>Item 14.1 Amendment of the Constitutional rule regarding elections. Item 14.2 Registration of LIASA as professional body. The addition of these two items was moved by Ms C Walker and seconded by Ms R More.</p>
8.	<p>Minutes of meeting held on 4 October 2012 The minutes with addendum were approved without corrections. The approval was moved by Mr M Frier and seconded by Ms C Walker. No matters from the previous minutes were discussed.</p>
9.	<p>President's Report The President described the year under review as a time of openness, consultation, change, growth, consolidation, dialogue, lots of work, tremendous camaraderie and teamwork. She went on to highlight the achievements and challenges according to the themes of the six strategic directions as set out for 2010 – 2014.</p> <p>The first LIASA Leadership Weekend that brought together the LIASA Leadership to engage in dialogue and create Communities of Practice Forums; the work that was done to commence with the registration of LIASA as a Professional Body with SAQA; the recognition of LIASA and support for the 2013 South African Library Week by the National Assembly of South Africa, SAMWU and various civil society entities; the contributions LIASA made through their involvement in Training and Development endeavours - including the NGPL project; the successful publication of the South African Library Journal and the LIASA-in-Touch and the growth in the use of social media platforms to market our activities while ensuring that the financial stability and sustainability of the Association was kept intact, were some of the Association's achievements.</p> <p>She thanked the Executive Committee, the Representative Council, LIASA strategic partners and sponsors, the LIASA National Office Staff and the LIASA members for their support, commitment and hard work. It was, in her opinion, a privilege to work with this amazing team.</p> <p>In conclusion she paid a special tribute to Mr John Tsebe, the current National Librarian, in view of his forthcoming retirement.</p>
10.	<p>Treasurer's Report</p>
10.1.	<p>Audited Financial Statement The Treasurer presented a full financial report and highlighted items on the audited financial statement which was published on the LIASA Website: http://liasa.org.za/sites/default/files/events/Liasa%20Audited%20Financial%20statements%202012.pdf A question was raised as to the availability of the full financial statements for perusal prior to the AGM. It was explained that the documents were available online and at the LIASA Office during conference, as was tradition. Action: As requested by the house, pertinent announcements to be made at future conferences, before the AGM, where audited statements would be available for perusal. Acceptance of the audited financial statements was moved by Mrs Dudu Nkosi and seconded by Ms L Vahed.</p>
10.2.	<p>Budget Projections for 2014 The Treasurer presented the proposed budget of expected income and allocated expenditure. She explained that according to the requirements of the law, the association had to register as a VAT entity and that all future membership fees will be liable for 14% VAT. She assured members that LIASA Branch and Interest Group structures would not be affected by this legislation at present. With the agreement of the Representative Council, investment opportunities were identified where one millionrand could be invested to ensure maximum benefit. She explained the proposed expansion of the staff structure at the LIASA National Office, and that LIASA would retain its NPO status.</p>

	<p>Members were assured that grant proposals would be investigated and pursued where applicable. The proposed budget was approved by the house.</p>																
<p>10.3.</p>	<p>Membership fees 2014 Ms M Hough, the membership convenor, reported that the Representative Council proposed that the 2013 Individual Membership Fee of R415.00, plus the VAT of 14%, be tabled as the new fee for 2014. It was determined that the usual Early Bird special would not be applicable as LIASAw as absorb the 14% VAT for membership fees paid since July 2013. It was then proposed that the 2013 fee of R415.00 be offered to members as "Conference Special" until close of conference on Friday 11 October 2013. The house accepted the proposed fees inclusive of 14% VAT, with the proviso that a survey of fees of other Professional bodies be done as comparison. Some indication of the existing salary ranges, how these bodies are structured and if their membership fees include the cost of conference, could also be included. It was recommended that LIASA inform all other entities of its VAT status. The following fees for 2014 were approved by the AGM:</p> <table border="1" data-bbox="438 770 1142 1072"> <thead> <tr> <th>Category</th> <th>Fee</th> </tr> </thead> <tbody> <tr> <td>SA - Individual</td> <td>R475.00</td> </tr> <tr> <td>SA - Full time students/ Pensioners/ Volunteers</td> <td>R275.00</td> </tr> <tr> <td>Africa Individual</td> <td>\$55.00</td> </tr> <tr> <td>International Individual</td> <td>\$155.00</td> </tr> <tr> <td>SA Institutional</td> <td>R2100.00</td> </tr> <tr> <td>Africa Institutional</td> <td>\$110.00</td> </tr> <tr> <td>International Institutional</td> <td>\$250.00</td> </tr> </tbody> </table>	Category	Fee	SA - Individual	R475.00	SA - Full time students/ Pensioners/ Volunteers	R275.00	Africa Individual	\$55.00	International Individual	\$155.00	SA Institutional	R2100.00	Africa Institutional	\$110.00	International Institutional	\$250.00
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<p>11.</p>	<p>Motions Motion 1 of 2013 – National Development Plan not reflecting the role of Library and Information Services. Submitted by the LIASA Gauteng South Branch: <i>The LIASA Gauteng South Branch AGM is concerned that reports analysing the National Development Plan reflect that the role and contribution of library and information services within the framework of national development is scarcely recognised. The Branch therefore resolves that</i> <i>1. LIASA Exco and Representative Council should appoint an ad hoc national working group to advocate/lobby for the recognition of the role of libraries and information services within the context of the NDP; and that this working group should work in conjunction with the NCLIS to achieve such recognition.</i> Proposed: Clare M Walker (membership Hon07 – 82) Seconded: Phindile Bekwa (membership 3371) <i>5 September 2013, Johannesburg</i></p> <p>The President invited Ms Clare Walker to introduce the motion and after it was opened to discussion it was accepted by a majority of the AGM delegates that the motion be amended to include that: the National Library of South Africa (NLSA) through the agenda of the NLSA Advisory Board as well as the National Council for Library and Information Services (NCLIS), should work in conjunction with the appointed ad-hoc committee, to ensure that the LIS sector be more prominently recognised within the National Development Plan.</p> <p>Motion 2 of 2013 : Young work seeing adults to be assisted with language, reading, writing and IT skills by Public and Community Libraries nationally. Submitted by the LIASA Gauteng South Branch; <i>The LIASA Gauteng South Branch AGM through PACLIG has identified that young work seeking adults lack languages, reading, writing and IT skills which are generally recognized as essential to the world of work.</i></p>																

The branch strongly feels that it be acknowledged as one of the core functions of Public and Community libraries nationally. One of the elements of this function is the critical role in up skilling the youth, for the enhancement of economic development and job creation. It is therefore proposed that LIASA support this initiative by assisting public and community libraries with resources to create appropriate programmes, guidelines, and platforms.

Proposer: Claire Walker (membership Hon07 – 82)

Seconded By: 1. Tsakane Shiburi

2. Ben Ramela

5 September 2013, Johannesburg

The President invited Ms T Shiburi to introduce the motion, after which a discussion and comments from the floor generally indicated the members' concern with the paraphrasing. It was accepted that this motion be addressed with Motion Number 1, to include this very important aspect through the NDP.

*A Counter motion to remove this motion from the table was accepted unanimously by the house.

Motion 3 of 2013 : That the date of the South African Library Week (annually celebrated during the 3rd week of March) is reconsidered and to be moved back to the month of May, when it was originally scheduled: Submitted by the LIASA Free State Branch:

Proposed by Adri Smuts; ***seconded by*** Henna Adendorff, as well as Sonja van Wyk of Excelsior Public Library, Marlene Israel of Ficksburg Public Library, Tania van Heerden of Dewetsdorp Public Library and Yvonne van der Merwe of Boshof Public Library.

Motivation:

1. *This motion is passed on behalf of 171 Free State public libraries and depots.*
2. *The Free State Provincial Library and Information Service usually pulls out all the stops to make SA Library Week a huge success.*
3. *However, the week in March, identified by LIASA to celebrate this annual event **falls right in the middle of all the schools' 1st quarter exams.***
4. *Our libraries invite school children to the libraries in the afternoons to partake in all the activities that we develop around a theme, but attendance is poor due to the school exams.*
5. *What happens is that the libraries do Library Week activities as a holiday programme after the schools have closed for the Easter Holidays and we miss the whole point.*
6. *Pre-schoolers and adults can take part in library week, but still, our young generation misses out on this event due to the choice of date.*
7. *Furthermore, the date in March is clashing with government's financial year end on 31 March - our financial systems close down before the 15th of March – this makes it extremely difficult to arrange a Provincial event because no invoices can be submitted after the 15th and in government an invoice may only be submitted AFTER a service was rendered to satisfaction.*
8. ***In the past, the date for Library Week was in May each year.***
9. *However, LIASA has changed this date a few years ago due to certain reasons based on research into the history of libraries in South Africa, i.e. the South African Public Library, now known as the National Library of South Africa (Cape Town) was the first library to be established in South Africa (20 March 1818; freedom of access to information and Human Rights Day; strongly supported by Department of Arts, Culture Science and Technology.*
10. *On behalf of 171 Free State public libraries, I plead with LIASA to give serious attention to this matter and move the date for SA Library Week back to May.*

Ms E Kruger, Chair Elect of the LIASA Free State Branch, presented the motion for Ms Adri Smuts.

	<p>*Comments were invited from the floor and after a discussion a counter motion was proposed that the motion be removed. This counter motion was accepted by an overwhelming number of votes, with three abstentions.</p> <p>Motion 4 of 2013: Proposed by Ms I Thomson and Seconded by Prof J Raju of the LIASA Western Cape branch: That LIASA offers free student membership to fulltime students studying librarianship (undergraduate or postgraduate) at a university or university of technology. For the duration of the course (with proof of registration and confirmation from the institution that the student is a fulltime student)OR for students in their final year of study.</p> <p>That LIASA offers the reduced student rate to part-time students studying librarianship (undergraduate or postgraduate) at a university or university of technology. For the duration of the course (with proof of registration and confirmation from the institution that the student is a fulltime student.)</p> <p><i>RATIONALE:</i> <i>This would offer the students support and opportunity to develop their professionalism and skills, to build their knowledge of the profession, and to engage with the wider profession. This would be through their involvement in the branches or in the interest groups. There would be an expectation that the library schools would encourage (and possibly reward) this involvement.</i> <i>With their engagement with the wider profession through networking as a result of their membership, there would be an expectation that the fulltime and part-time students would become paying individual members of LIASA on graduation or employment.</i> <i>This proposal is one way for LIASA to develop and retain membership and develop future library leaders .</i> <i>According to membership records, we have 69 student members. It isn't clear whether these are fulltime or part-time students, although the membership rate is supposed to be for fulltime students only. The current fee (2013) for student membership is R230.</i></p> <p>Ms I Thomson introduced the motion and it was opened to discussion. The motion was withdrawn after a suggestion was made that this issue be investigated further.</p>
<p>12.</p>	<p>Awards LIASA Honorary Membership: As Immediate Past President this was awarded to Ms N Haasbroek. Librarian of the Year Award would be announced at the Gala Dinner on 10 October 2013: (Secretarial Note – this was done and the following awards were made: Librarian of the Year – Theresa de Young – Western Cape Branch First runner up – Marina van Wyk – Gauteng South Branch Second runner up – Rina Jansen van Rensburg – Free State Branch)</p> <p>It was announced that all the other awards would be made during the closing ceremony on Friday 11 October 2013 (Secretarial Note: These awards were presented as follows: President's award for the Best Branch – Limpopo Branch Award for the Best Improved Branch – North West Branch Membership competition award – Limpopo Branch LIASA Honorary Membership Award: Ms S Schnuer of the Mortenson Center for International Library Programs, at the University of Illinois)</p>
<p>13.</p>	<p>LIASA Conference 2014 All delegates were invited to the 2014 LIASA Conference to be held in Johannesburg from 06 – 10 October 2014.</p>

	Delegates were informed that a LIASA Conference will not be held in 2015 because of the IFLA/WLIC being held from 16-21 August 2015 in Cape Town. However the LIASA 2015 AGM will be held during the IFLA Congress.
14.	General
14.1.	<p>Amendment of the Constitutional Rule regarding Elections</p> <p>The President explained that Ms L Vahed, the 2012 electoral officer, proposed certain amendments to the election rules to ensure a more streamlined and updated process is followed in future. The Representative Council approved the recommended changes which were subsequently adopted by the house for implementation during the 2014 elections. The rules to be revised are Rules 4.5 – 4.9. In essence this entails that an Electoral officer is appointed four months prior to the AGM to oversee the entire election process; members will be able to vote online through a safe platform and that a full closed "Voters Roll" be provided to the electoral officer, by the end of May of the election year.</p>
14.2.	<p>Registration of LIASA as a Professional Body.</p> <p>The President explained the importance of LIASA being recognised and registered as a Professional Body with SAQA and sought approval from the house to continue the formal registration process. The house unanimously approved this process.</p>
15.	<p>Closure</p> <p>The President thanked all the members present for their participation and acknowledged the LIASA Executive and the Representative Council for their diligent leadership and successes of the past year. She declared the meeting closed at 13:45.</p>