



LIASA HELIG ANNUAL GENERAL MEETING

Minutes of the meeting held on Thursday 12 October 2016 (10:30 – 11:30),
Durban International Convention Centre, Durban.

Minutes

Item	Outcomes
1	Opening and welcome
	The Chair Ina Smith, extended a warm welcome to all attendees and declared the meeting open.
2	Attendance, Apologies and Proxies
	Attendance: The entire HELIG committee attended. Attached is the signed attendance registry as Document 2. Apologies received from: E Horn C Mdepo L Louw
2.1	Proxies
	Proxies were received from the following persons : The proxies are attached as Document 2.1. M Naidoo S Lombard D Snyman T Harris H le Roux M Horn S Welman
3	Appointment of Tellers
	Mr Y Ras and Mr N Penny was appointed as tellers for the meeting.
4	Determination of a Quorum
	The quorum was established at 66 members and 79 members where accounted for and as such a quorum was attained and the AGM was declared open.
5	Personalia
	On the LIASA website is a webpage dedicated to members who received promotions within the library profession. Members who received new appointments for the year 2016 can be view on the same website, at http://www.liasa.org.za/personalia/ . Members are encouraged to make use of the website.
6	In Memoriam (2016)
	LIASA has on its website a webpage for In Memoriam. The page is dedicated to colleagues and their loved once no longer with us at http://www.liasa.org.za/in-memoriam/
7	Confirmation of Agenda
	Due to technical difficulties the online agenda could not be viewed. However the Chair Ina Smith, read the agenda to the audience also stating that all members received the agenda via email. The agenda was accepted with no corrections.

8	Additional Agenda Items
	There were no additional items for the Agenda
9	Minutes of previous meeting – 19 June 2015
	<p>The minutes of the previous meeting were not fully read due to time constraints. However it was communicated to all HELIG members a week before the meeting. The chair Ina Smith did address each page, asking for corrections.</p> <p>The Minutes were adopted by Mr D Malan and seconded by Ms L Tiemensma.</p>
10	Matters arising from the minutes of the previous meeting – 19 June 2015
	There were no matters arising from the previous meeting.
11	Chair 's Interest Group Report
	<p>The past two years were filled with activity and initiatives, in support of taking academic librarianship in our country forward, at the same time aligning it with international trends. Thank you to each and every one for supporting the events, thank you to the HELIG Committee, and a special thank you to the incoming Chair, Ingrid Thomson, for her involvement.</p> <p>During the past year HELIG continued to host webinars to bring expertise to the members. In addition to the webinars, HELIG hosted numerous face-to-face workshops which included information literacy, ICT tools and online journal management workshops. A highlight was numerous governance issues being addressed, which were all documented. Being the ICT Development Convener for LIASA had added benefits, and made it possible to make sure all HELIG information/news/events on the web was added in a timely manner.</p> <p>The HELIG bank account is now in good standing, and it is with great confidence that we are ready to hand over governance for HELIG to the incoming Chair, Ingrid Thomson, and elected committee members. I wish the new committee all the best, and may you take HELIG even further forward on both national and international level, bringing new ideas, new initiatives and new perspectives to the fore.</p> <p>The Chairs Report 2014-2016 is herewith attached as Document 11.</p>
12	Treasurer's Financial Report
	<p>The financial report 2014-2015 was read by the chair Ina Smith due to the Treasurer being sick and unable to speak. One obstacle the Treasurer and the Chair had was withdrawals of money seeing as it required both their signatures. At time they were not even in the same province. The chair recommended closing the existing account. Several suggestions came from the floor regarding the management of the account. One suggested online banking but this required three signatories. Another suggested moving the account to the national account where each IG (interest group) would have its own account or moving it the main account. Another suggestion was, this is a governance issue and the decision should be made by the new incoming committee members.</p> <p>The financial report was accepted by Mrs S. Welman and seconded by Mrs E. Olivier.</p> <p>The financial report was audited by NK Accounting Services.</p> <p>The report for the financial year 2014-2015 is herewith attached as Document 12.</p>
13	Motion
	<p>One motion was handed in by Ingrid Thomson. To insert an article (Article 8 of MAIG, PACLIG; Article 9 of LiSLIG) legitimising the HELIG regional/branch interest groups which have not been included in this interest group's national constitution. A motion to go forward was accepted by 71 members and the count was done by Mr Y Rus and Mr N Penny.</p> <p>The motion is herewith attached as Document 13-1.</p> <p>Attached is also the HELIG Constitution of 1999 and 2015 as Document 13-2 and Document 13-3 respectively.</p>
14	Election results: National HELIG Executive Committee 2016-2018
	According to the Chair Ina Smith 568 members were eligible to vote for the new incoming HELIG committee yet only 176 members participated in the vote.

	<p>The new incoming HELIG committee is as follows:</p> <p>Chair: Ingrid Thomson Chair-Elect: Shirlene Neerpath Secretary: Elmarie Horn Treasurer: Nomonde Mgqalelo Public Relations Officer: Linda Ntaka Additional Members: Janinie Lockhart Salome Potgieter Sanele Kunene Theresa Mofana</p>
15	Lucky Draw
	<p>Two lucky draws would have taken place. The first lucky draw was sponsored by INTHECLOUD for a free LIASA 2017 paid-up membership. The second lucky draw was a goodies bag sponsored by ORCID. Due to time constraint the lucky draw could not take place.</p>
16	Closing
	<p>The Chair Ina Smith thanked everybody for attending the HELIG AGM and apologies that the meeting had to be done in a rush due to the next event taking place. Ina Smith also reminded members to remain involved with HELIG activities via LIASA webpages, Mailing lists and social media. Ina Smith also requested that members sign and return the attendance registry but not all members signed the registry. The signed registry is attached as Document 2. The AGM closed at 11:45.</p>

Secretary: _Ms Paulette Talliard_____

Chair: Mrs Ina Smith _____ Date: 12 October 2016 _____