

**Minutes of the Annual General Meeting of UKSG  
held on Wednesday 20th May 2020  
online**

1. **Chair’s Introduction and Confirmation of Quorum**

The Chair welcomed members and confirmed that the meeting was quorate. He introduced himself (Andrew Barker), and Charlie Rapple (Treasurer).

1. **Minutes of the Annual General Meeting of UKSG held on Tuesday 9th April 2019  
   at the Telford International Centre**

The minutes of the previous Annual General Meeting of UKSG held at the Telford International Centre, were accepted as a true and accurate record of the proceedings. Andrew can you sign and post these to me please? No rush though.

1. **Chair’s Report**

Andrew Barker referred to a successful 2019, seeing increased attendance at our seminars and a successful trial of a new venue in Telford. He thanked two recent retirees, Ally Souster and Catherine Jamieson for their long service and the UKSG staff for their hard work, and advised that Bev Acreman was confirmed as permanent Executive Director in June 2019. It was noted, however, that despite the successful return to surplus in 2019, the recent Covid 19 pandemic has had a devastating effect on our finances led by the cancellation of our annual conference and the suspension of our seminar programme.

1. **Annual Report of the Officers and Annual Accounts of the Company for the Year Ended 31 December 2019**

The chair noted that in the 2019 AGM, that following three years of deficits we would be concentrating on cost control with a view to returning a surplus and replenishing our cash reserves. This had been achieved, particularly with the new conference venue and the successful increase in attendance at the Seminars and One Day Conference.

The Chair then asked for approval of the reports and accounts for the year ended 31 December 2018. This was proposed by Steve Sharp, Sheffield Hallam University, seconded by Jill Emery, Portland State and carried unanimously.

1. **Highlights of UKSG Activities in 2019**

Andrew noted, that we had carried out a root and branch review of our governance, and in turn, our Articles of Association which were approve at the January 2020 Extraordinary General Meeting. He gave thanks to Dominic Broadhurst, University of Salford for this work on the Research and Innovation Committee, and thanked Yann Amouroux, TBI Communications for his work on the Outreach and Engagement Committee, with a welcome to Sarah Roughley, University of Liverpool who is now sole-Chair.

* 1. **Events**

Andrew noted that there had been two major events in 2019, being the 42nd Annual Conference in Telford which had been well attended and the One Day Conference which had exceeded expectations and received very good feedback.

* 1. **Education**

Andrew thanked Anna Grigson, Royal Holloway, for her hard work as Chair over the last three years, and welcomed Sarah Pittaway, University of Worcester as our Webinar Officer.

**5.3 Outreach & Engagement**

Sarah Roughley was thanked for successfully re-engineering the Awards and Bursaries for the Annual Conference and increasing the engagement with the winners. We plan to roll out the student roadshows to publishing courses and work to create UKSG champions within all member institutions.

**5.4 Research & Innovation**

It was noted that Amy Stubbings won the sponsored conference place award, attending ALA in 2019, and we had five winners for our innovation awards. Andrew noted that this R&I activity underpinned our charitable sector seeking to support our community.

**5.5 Publications**

Continuous publication had now been in place for two years and continues to go well with an increase in usage and citations.

1. **Membership subscription of the Company for 2021**

The following membership rates were recommended by Charlie Rapple for 2020, being an increase of 1%:

|  |  |  |
| --- | --- | --- |
| **Category** | **2020 Annual** | **2021 Proposed** |
| **Fee (£) ex VAT** | **Annual Fee** |
| Library: Higher Education / medical / government /national institution / corporate | 107 | 108 |
| Library: Further Education | 52 | 53 |
| Student (18 or over) | FREE | FREE |
| Individual (18 or over) | 52 | 53 |
| Publisher / vendor / service provider:  sole trader | 52 | 53 |
| Publisher / vendor / service provider:  2–20 staff | 107 | 108 |
| Publisher / vendor / service provider:  21–100 staff | 173 | 175 |
| Publisher / vendor / service provider:   >100 staff | 236 | 238 |

This was proposed by Frank Norman, Francis Crick Institute, seconded by Katherine Rose, Imperial College and carried unanimously.

1. **Reappointment of the Auditors and Authorisation for Directors to fix the Auditors’ Remuneration**

Charlie Rapple recommended the reappointment of ReesRussell LLP of Witney as the Group’s auditors for the forthcoming year. This was proposed by Laura Wilkinson, CrossRef, seconded by Colleen Campbell, Max Planck Institute, and carried unanimously.

1. **Appointment of the Incoming Honorary Officers for 2019/2020**

One nomination only had been received for the three Honorary (Executive) officer posts and the following candidates were therefore elected/returned unopposed:

Chair: Andrew Barker, University of Lancaster

Vice Chair: Joanna Ball, Roskilde University

Treasurer: Charlie Rapple, Kudos

1. **Announcement of the Results of the Elections of the Committee Members to fill the vacancies Arising**

Two places on the committee were available for election and the three members elected to the Committee for 2020/2021 were as follows:

Lorraine Estelle, Counter

Graham Stone, Jisc

Continuing their tenure on the committee were:

Joanna Ball, University of Sussex

Dominic Broadhurst, University of Manchester

Colleen Campbell, Max Planck Society

Anna Grigson, Royal Holloway

Charlie Rapple, Kudos

Katherine Rose, Imperial College

**10. 2020 and the future**

Andrew thanked all members for their support following the decision to cancel the annual conference – both verbal, written and financial. It was much appreciated. He noted that the situation was still extremely difficult financially and it was difficult to make decisions with the pandemic still ongoing. We are scenario planning different ways of delivering the 2021 event, but it remained our hope that it would happen in Harrogate as planned.

He thanked all staff for all of their work and dedication to supporting UKSG through a very difficult period.

**11. Any Other Business**

Andrew Barker expressed thanks to committee members, volunteers and speakers at all events and to the UKSG staff for their work over the last year.

The meeting was declared closed.