



**Minutes of the Annual General Meeting of UKSG
held on Tuesday 9 April 2013
at the Bournemouth International Centre**

1. Chair's Introduction and Confirmation of Quorum

The Chair welcomed members and confirmed that the meeting was quorate.

2. Minutes of the Annual General Meeting of UK Serials Association held on 27 March 2012 at the Scottish Exhibition + Conference Centre, Glasgow

The minutes of the previous Annual General Meeting of UK Serials Association (as the organisation was named at that time) held at the Scottish Exhibition + Conference Centre, Glasgow were accepted as a true and accurate record of the proceedings.

3. Chair's Report

Ross MacIntyre reported that it had been a successful year for UKSG and highlighted some of the Group's activities. Within the organisation of the Group, this included the recruitment of a new Digital Communications Associate, Amelia Massingham, and the redrafting of the staff handbook and contracts of employment.

Ross informed the meeting that the Group had held a Strategy Day in December to review the Group's activities, the main outcome from this being the identification of short- and long-term objectives including the decision to launch a new two-day event in November. A formal announcement of this event would be publicised in May. Other outcomes of the day included a determination to look at how to communicate better within the Group and to publicise the Group more effectively, and how to function better as an organisation. Work on all of this was ongoing.

4. Annual Reports of the Officers and Annual Accounts of the Company for the Year Ended 31 December 2012

Approval of the reports and accounts was proposed by the UKSG Treasurer, Charlie Rapple, seconded by Bev Acreman and carried unanimously.

Charlie Rapple showed the meeting slides relating to the Group's revenue and highlighted the fact that there had been a small growth in seminar revenues and a greater growth in conference revenues. Membership remained steady. She pointed out that seminar costs had been growing steadily but continued to be met by revenue. Conference costs had grown considerably since the conference had moved to commercial venues and the Group had been working to find a small network of suitable, accessible venues where a small surplus was achievable. She

acknowledged that the Group was aware that staff development budgets were tight and continued to work to ensure fees reflected maximum value for money. She also noted that the Group had incurred some additional expenditure during the year due to the costs of changing to a new Accounts Administrator, as well as some additional fees incurred in obtaining legal and professional advice in amending the Group's Articles of Association.

5. Honorary Secretary's Summary of UKSG Activities During 2012

Kate Price introduced summaries by each of the subcommittee officers on their sector's activities:

5.1 Education Carolyn Alderson highlighted the range of seminars and workshops provided in the previous year and the success of the John Merriman Award and conference sponsorships for students and early career professionals, with 81 applications being received for the latter. She informed the meeting that a new series of webinars had been introduced, co-ordinated by Amelia Massingham.

5.2 Publications Graham Stone reported that the introduction of *Insights* under the editorship of Lorraine Estelle and Steve Sharp had been successful and announced that a new mobile interface would soon be available.

5.3 Research Ed Pentz reported that the KBART and Transfer projects were continuing successfully and that a tender was about to be issued for the new Library Technology project.

5.4 Marketing Bernie Folan reported that the Marketing Subcommittee had been working on effective communication and outreach. A social media policy had been put in place and there had been work on analysis of trends and feedback to ensure the Group was engaging with its members. She encouraged members to get in contact and get involved and referred members to the website for methods of doing this.

6. Membership Subscription of the Company for 2014

Charlie Rapple proposed a small increase of 3% to the membership subscription rate to bring it to £102.00 (plus VAT where applicable) for 2014. This proposal was seconded by Steve Sharp and carried unanimously.

7. Reappointment of Auditors and Authorisation for Directors to Fix the Auditors' Remuneration

Charlie Rapple proposed that A J Carter & Co Chartered Accountants be reappointed as the Group's auditors. This proposal was seconded by David Summers and carried unanimously.

8. Announcement of the Incoming Honorary Officers for 2013/14

One nomination only had been received for each of the three Honorary (Executive) Officer posts and the following candidates were therefore returned unopposed:

Chair Ross MacIntyre (Mimas, The University of Manchester)
Secretary Kate Price (King's College London)
Treasurer Charlie Rapple (TBI Communications).

9. Announcement of the Results of the Elections of the Committee Members to Fill the Vacancies Arising

Three places on the committee were available for election and the three members elected to the Committee for 2013/14 were announced as follows:

Ken Chad (Ken Chad Consulting)
Helle Lauridsen (Serials Solutions)
David Summers (Lancaster University).

Continuing their tenure on the committee were:

Bev Acreman (BioMed Central)
Carolyn Alderson (JISC Collections)
Jane Harvell (University of Sussex)
Ed Pentz (CrossRef)
Graham Stone (University of Huddersfield)
Sarah Thompson (University of York).

Six co-options were available and these appointments would be considered by the new committee shortly.

10. Any Other Business

Ross MacIntyre expressed thanks to all committee members, volunteers and speakers at all events. He particularly thanked Lorraine Estelle, Steve Sharp, Helle Lauridsen and Ally Souster for their work on UKSG publications, Tracy Gardner for her input on marketing, and Alison Whitehorn, Karen Sadler and Amelia Massingham.

11. Special Resolution

The following resolution was put to the meeting for consideration:

That the Articles of Association contained in the document attached to this resolution and for the purposes of identification marked 'A' be and the same are approved and adopted as the Articles of Association of the Company in substitution for and to the exclusion of the existing Articles of Association of the Company.

This resolution was proposed by Ross MacIntyre, seconded by Noelle Gracy and passed unanimously.

The meeting was declared closed.