



**Minutes of the Annual General Meeting of UKSG
held on Tuesday 15 April 2014
at the Harrogate 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 UKSG held on
9 April 2013 at the Bournemouth International Centre**

The minutes of the previous Annual General Meeting of UKSG, held at the Bournemouth International Centre, were accepted as a true and accurate record of the proceedings.

3. Chair's Report

Ross MacIntyre reported that it had been another successful year for UKSG and he highlighted some of the Group's activities. He noted that there had been a change in the UKSG staff with Amelia Massingham, the Digital Communications Associate, leaving and being replaced by Maria Campbell who had settled in well and quickly got to grips with the webinars.

Ross noted that the Treasurer, Charlie Rapple, was currently on maternity leave and that the role was being covered in her absence by Ann Lawson. He also noted that Carolyn Alderson was stepping down from the Committee and her role as Education Officer and that Ed Pentz was giving up his role as Research Officer. Bernie Folan was stepping down from the Committee and from her role as Marketing Officer and the decision had been taken to disband the Marketing Subcommittee. Ross thanked them all for their hard work. He further noted that Jane Harvell was to take over the role of Education Officer but no replacement had been confirmed for the role of Research Officer as yet.

Ross noted that the Annual Conference continued to grow with attendance in 2014 reaching almost 1000. The events programme had been extended to include 13 webinars. The November Conference had been a sell-out and the first Forum had proved very successful and will be held in co-location with the November Conference for 2014.

Ross noted that the Group's other activities included the publication of a new report on Usage Research and the decision to make *Insights*, the UKSG online journal, fully open access from March 2014.

4. Annual Reports of the Officers and Annual Accounts of the Company for the Year Ended 31 December 2013

Approval of the reports and accounts was proposed by the acting UKSG Treasurer, Ann Lawson, seconded by David Summers and carried unanimously.

Ann Lawson noted that the accounts had now fully recovered from the loss in 2010 on conference revenues, reporting a small surplus for 2013. The Group was continuing to invest in its objectives and the surplus more than covered the cost of *Insights* going open access.

5. Honorary Secretary's Summary of the UKSG Strategic Plan for 2013-2015

Kate Price referred to the three-year Strategic Plan and noted that a summary had been included in the conference delegate pack. She stated that the UKSG mission remained the same. The new Digital Communications Associate, Maria Campbell, had been concentrating on UKSG's social media presence and the webinar programme had been strengthened. The new committee post of Membership Officer had been created, and Noelle Gracy was the current officer. The formal Marketing Subcommittee had been dissolved and a new staff post of Marketing Manager was to be created. The Research and Innovation Subcommittee were looking at formalising the process for commissioning research and innovation.

6. Membership Subscription of the Company for 2015

Ann Lawson noted that information on the proposed new model for membership fees had been publicised on the UKSG website and through *UKSG eNews*. She stressed that there would be little effect on most members, with a very small decrease in fee for the majority and a small increase for two groups, although this would be offset for any such members sending two or more people to events. A new band of free membership for students was also proposed, as well as a low fee for further education institutions. It was noted that the objective of the proposed new structure was to increase community engagement rather than to increase revenues. Ann Lawson formally proposed the new fee structure which was seconded by Richard Gedye and accepted unanimously.

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

Ann Lawson reported that A J Carter & Co Chartered Accountants were ceasing to be registered auditors from the end of 2014. Rees Russell, also based in Witney, had been recommended to take over as the Group's auditors from 2015. Ann Lawson formally proposed acceptance of the recommendation which was seconded by David Summers and carried unanimously.

8. Appointment of the Incoming Honorary Officers for 2014/15

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 2014/15 were announced as follows:

Terry Bucknell (Digital Science)
Jane Harvell (University of Sussex)
Jill Taylor-Roe (Newcastle University).

Continuing their tenure on the committee were:

Bev Acreman (BioMed Central)
Ken Chad (Ken Chad Consulting)
Helle Lauridsen (ProQuest Workflow Solutions)
Ed Pentz (CrossRef)
David Summers (Lancaster University)
Sarah Thompson (University of York).

Six co-options were available to provide a good balance of sector representation and these appointments would be considered in due course.

10. Any Other Business

Ross MacIntyre expressed thanks to all 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.

KPS/05.14