

Information for UKSG Board Nominees



UKSG is a company limited by guarantee and not having a share capital (Registered Company Number: 4145775). It is also a registered charity (Registered Charity Number: 1093946). The following points are intended as a guide to the rights and responsibilities of Board Members.

Board Members

The UKSG Board is currently made up of nine Trustees, including three Honorary Officers:

- The three Honorary Officers are the Chair, Vice Chair and the Treasurer who can serve for a maximum of two consecutive years in any one capacity, but can then be elected to another office or stand for election as a Board Member. The Honorary Officers are subject to annual election.
- The Elected Members can serve a three-year term without standing for re-election each year.
- Co-options are appointed by the Board.
- The post of Chair of the Conference Planning Subcommittee is appointed from within the Board.

Meetings

Five Board meetings are held each year. Meetings are held online with the exception of one in-person strategy meeting. At these meetings the Board plans and manages the direction and activities of UKSG. Detailed planning is delegated to subcommittees who meet at varying times. The Board is supported by the UKSG secretariat comprising the Executive Director (full-time post), the Events Executive (part-time post), the Publications Associate (part-time post) the Digital Communications Associate (part-time post).

Subcommittees

There are four standing subcommittees:

- Education and Events Subcommittee
- *Insights* Editorial Board
- Outreach and Engagement Subcommittee
- Annual Conference Subcommittee

In addition, ad hoc working groups are formed from time to time to manage special projects.

Responsibilities

Board members are expected to participate intellectually and actively on the Board and are also encouraged to join one of the subcommittees if their time allows. UKSG is a registered charity and all Board members act as trustees of the charity. For more information please refer to the resources on the AGM pages on our website – <http://www.uksg.org/agm>

Expenses

Travelling expenses can be claimed by Board/Subcommittee members attending meetings on behalf of the Group. Guidelines have been drawn up, but a general indication is standard class train fare plus a taxi from the station, or £0.45 per mile if using one's own car.

For further information, or an informal discussion, please contact:
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