

**Meeting of the GLAM Committee**  
**Wednesday 30 June 2010**  
**The British Library**

**Present:** Stella Halkyard (SH, Chair), Fran Baker (FB, Secretary), Jamie Andrews (JA), Chris Fletcher (CF), Chris Sheppard (CS), David Sutton (DS), James Travers (JT), John Wells

**1. Apologies:** Fiona Courage

**2. New officer roles (SH)**

SH reported that there have been no responses to the call for a volunteer to take on the role of Web Officer, or as yet any interest expressed in the role of Secretary.

It was suggested that individuals from outside the group might be approached for the Web Officer role; CF suggested that there may be someone at the Bodleian who could advise.

It was also suggested that a blog might be used as an alternative to a website, as with GLAM-NA.

If there is no response to the formal call for nominations for the role of Secretary (which will go out later in the summer), the Chair will approach individual member/s.

*Actions:*

- *CF: enquire with colleagues at the Bodleian to see if anyone would be willing to take on, or advise, on the Web Officer role.*

**3. Bank accounts (FB on behalf of Fiona Courage)**

Fiona has agreed to take on the role of Treasurer, and has been investigating bank account options.

In response to questions raised by FC, it was decided that:

- Opening balance: if relatively small, SH will provide a balance; otherwise an application will be made to the John Murray Trust for an initial grant.
- It may be necessary to draw on the initial float if upfront payments are required for event bookings; there is unlikely to be much profit made from events, so there will only be small profits or losses from year to year.
- It was agreed that GLAM should avoid charging membership subscriptions if possible, and there would not be regular charitable payments into the account.
- Earning interest was not considered important.
- BACS payments are only likely to be required in exceptional circumstances.
- The Chair (ex officio) should act as second signatory to the account if required.
- The account should be instant access and should not involve a monthly charge.

#### **4. A.O.B.**

FB reported some news from Fiona Courage: Fiona has been awarded a Sussex Teaching Fellowship and is planning to undertake some research on innovative access and teaching using archives, particularly literary collections. The Committee extended their congratulations to Fiona.

#### **5. Minutes of the committee meeting held on 25 March 2010 at the JRUL, and matters arising**

The minutes were approved, with one amendment requested:

Item 3: 'It was also seen as important that a preserved copy of any exported item is retained in the UK if the original of a literary manuscript goes abroad'. It was stressed that this should only apply in cases relating to single items of high significance.

*Item 3 actions:*

SH has not yet drafted the communication to MLA, but DS and CS are attending a UKLH meeting next week and will raise this issue with Andrew Motion.

*Item 4 actions:* completed.

*Item 6 actions:* in light of the current uncertainty surrounding the GLAM website, it was decided to defer any plans to mount conference papers on the website.

#### **6. Date/time of next committee meeting, and focus of next general meeting**

The next general meeting will be held on 24 September at Leicester University (time tbc) and if possible the committee meeting will be held on the same day.

It was agreed that the focus of the next meeting would be members' practical experiences of implementing the DPA and copyright/IPR in relation to literary archives and manuscripts. There will be six 10-minute slots for members to give brief case studies, with time for discussion. Three volunteers have already come forward: CF; JA or Helen Broderick from the BL; and Matthew Schofield, a volunteer currently working at the JRUL.

The session will be completely confidential and will not be minuted, to allow free and frank discussion.

*Actions:*

*FB:*

- *To contact Alex Cave re. times and arrangements for committee and general meetings, and a possible fourth contribution.*
- *To put out a call for further volunteers to offer brief case studies.*