**GLAM Committee Meeting at the British Library**

**10:30-11:30am 22nd May 2015**

**In attendance:**

David Sutton (Chair); Joanne Fitton (Secretary); Rachel Foss; John Wells; James Travers; Charlotte Scott

1. **Apologies**

Sophie Baldock (Web officer); Fran Baker (Treasurer)

1. **Minutes of meeting held on 21st March 2014**
* Minutes from the Aberystwyth meeting and The Keep were considered. Agreed both represent a true record.
* A call for contributions to the blog is needed and the creation of a GLAM twitter feed should be considered. **ACTION:** JF to liaise with SB

**ACTION:** JF to liaise with SB to update the website with Aberystwyth notes

1. **Treasurer’s report (FB)**
* FB has formally taken over as Treasurer and is the main contact for the GLAM bank account; DS and FB are the signatories.
* There has been more expenditure since the report of last September, namely: two payments for the GLAM website/URL registration - £14.99 and £20.98; and the catering for the event at the National Library of Wales - £115.68.NB Andrew Motion has been paid £100 for speaking at the GLAM general meeting The account balance now stands at £307.90
* We need to ensure remaining funds are used predominantly as a float (i.e. they are refunded), not as absolute expenditure. The committee needs to consider how we might secure some more funding.
* Closer work with the Archives and Records Association was considered. It was agreed membership fees are not desirable. Could institutions be asked for funding?

**ACTIONS:** CS to discuss ARA and GLAM relationship with Geoff Pick (ARA Vice Chair). Fundraising on the agenda for October committee meeting – committee members to come with ideas.

1. **GLAM edition of ARC Jan 2016 (JF)**
* The next Literary edition is January 2016. JF has contacted Richard Wragg to get deadlines for contributions.
* The committee will recommend a theme of collecting and acquisitions to the members. This could include versions of today’s negotiations presentations. Other possibilities include an overview of the national collecting policy.

**ACTION:** JF to liaise with Richard Wragg and send out call for articles to the members

1. **Cataloguing Working Party (JF)**
* The committee has not received any update.

**ACTION:** JF to liaise with working party members to ensure a report comes to the committee meetings

1. **Orphan works project and the survey on rights in literary collections (DS/ RF)**
* **Orphan works project** – waiting to see outcome of consultations. Copyright durations – government pulled back. 2039 date is unlikely to be reviewed. Members need to be updated (see item 8)
* **Survey on rights** – form is nearly ready. **ACTION:** RF to send to JF for distribution. FB to report back at October meeting
* **Work on authors and their papers** – final consultation was in February. The report is available: <http://www.diasporicarchives.com/future-projects-possibilities/>. Report requires a GLAM contact – this should be DS.

**ACTIONS:** JF to circulate to members and SB to add to website. SB to check if GLAM email address is still active. Feedback from members will be an agenda item at next committee meeting. Committee considered and agreed that GLAM should take ownership of the document.

1. **Archiving the Arts update (JT)**
* The project finished March 2015. The aim was to reach 100 new collections but 260 came forward. There are 196 new descriptions online as a result.
* Kate Wheeler has been given a further 1 year to work on an exit strategy, building sustainability into what has been done to date.
* A smaller group is being set up from the existing panel to keep to the programme going.
* A formal report is due in June.
1. **Themes for future meetings**
* 1st October – John Rylands. Reflections on 10 years of GLAM; copyright and orphan works ACTIONS: DS/ RF to approach Ben White to speak; Orphan Licensing Officer presentation – RF to approach speaker.
* 11th April 2016 – Brotherton Library , Leeds. Literary houses, partnerships and publishers
* Sept/ October 2016 – LMA/ BL – Interpretation and new audiences, to cover Archiving the Arts, Arts Council, Public Engagement. Could be a 2 day event?
1. **UKLHG update (DS/ FB)**
* GLAM takes responsibility for the group and BL provides secretarial function
* The report is on the website
* The group should be convened if it is needed for a strategic purpose. Lord Boswell should be communicated with

**ACTION:** RF and DS to liaise and organise a meeting if necessary