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| ANNUAL GENERAL MEETING MINUTES | | Date: 25 August 2022 |
| Grand Chancellor Hotel Hobart (as part of the 2022 ALLA Conference) | | Time: 4.00-5.00PM EST |
| Virtual attendance via Zoom | | |
| Facilitators: | Carole Hinchcliff | Note taker: Karen Rowe-Nurse |
| Attendees: | Started 4.05pm Kate Abbott, Michelle Bendall, Jane Bishop, Vanessa Blackmore, Catherine Bowl (BIALL), Cathy Bushrod, Erin Cairney (NZLLA), Helen Cluff, Eleni Christofi, Michael Coats, Pauline Downing, Alissa Duke, Ian Edwards, Nancy Ellul, Paula Everett, Kate Freedman, Helen Gambly, Robin Gardner, Michael Gavan, Shaunagh Harte, Alice Hewitt, Carole Hinchcliffe, Margaret Hutchinson, Warwick John, Allison Jones, Emma Joneshart, Rachel Klesch, Caroline Knaggs, Krista Lapointe, Georgia Livissianos, David McDowell, Fiona McDowall, Phil Mullen, Alisha Nolan, Jason Oldering, Damaris Olea, Naish Peterson, Trung Quach, Karen Rowe-Nurse, Anastasia Stepanovic, Rachael Summers, Julie Thiel, Kay Tucker, Tracey Vitnell, Sue Ann Yap, Fang Zhao, Monika Zygmuntowicz, Quorum achieved (40) | |
| Apologies: | | |
| Proxies: | | |

| Items | Topic | Initiator |
|-------|--|--------------------------|
| 1 | President's Welcome | Carole Hinchcliff |
| | <ul style="list-style-type: none"> Carole Hinchcliff gave an Acknowledgement of Country Welcomed everyone to the meeting. | |
| 2 | Approval of minutes from previous meeting | Carole Hinchcliff |
| | <ul style="list-style-type: none"> Accepted Kate Freedman. Seconded Sue Yap. All approved | |
| 3 | Presidents Report | Carole Hinchcliff |
| | <ul style="list-style-type: none"> The formal president's report for 2021-2022 is located on our website. The highlights of the past year have been: The wonderful cooperation and support by ALLA colleagues across the profession in what has been a difficult second year of working with COVID. Finding The Law Online (FLO): the conference began with a presentation on FLO, and this is a great innovation currently underway. Anastasia and Alice have been working on this project and will reach out to the division to ensure that all jurisdictions are covered. And the course will launch when this is done. The course will be a blended learning experience and the Board will be looking to price FLO with subsidies from ALLA. There are some decisions still to be made to offer the course to other organisations, e.g., ALIA. The Board is also looking at the possibility of partnership with NZLLA. Our emphasis is producing a great product rather than delivering a product quickly. Communications Policy: ALLA is developing a national communications policy and Lisa Capps is taking on this role. Memorandums Of Understanding and Divisions/Chapters: The Board is revisiting the MOUS and how divisions can become chapters if they chose. Once NSW signs a MOU with ALLA Ltd it will become a chapter under ALLA Ltd. The NSW MOU and chapter process provides a model for | |

any other division to move to becoming a chapter of ALLA Ltd rather than a separate division. Included in the MOU will be a requirement of contributions to the national CPD program.

- **Website:** Tin Nguyen and Emma Joneshart have been working on the new website. We understand that there are issues with the sign in and access to the old email accounts. This is being worked on.
- **2023 Online Conference:** ALLA is working with ALIA and New Zealand library associations in establishing a three-day online conference with a medico-legal emphasis. The dates are 14-16 June 2023. ALL members will be eligible for the same cost as ALIA members. This will be a great opportunity to learn across jurisdictions and specialities.
- **Board Vacancies:** We have vacant positions on the ALLA Board and need a Vice President (a three-year role) and Secretary, a two-year role which deals with compliance obligations. Please think about joining the Board, it is a fabulous professional development opportunity, particularly if you are an early career member.
- **ALLA Awards:** these will be announced at the conference dinner along with our Scholarship recipients.
- **Conference:** a thank you to the conference committee and Shanna Sheldrick (premier Event Concepts) our PCO for the wonderful job they have done this year.

5 Financial Report

Phil Mullen

- The financial position for ALLA is good and has been stable over the past year with limited expenditure due to the Pandemic.
- The financial report is being finalised by the auditor and will be placed on the website as soon as it is finalised (September/October 2022)
- There will be large expenses with ongoing projects, and this may impact the bottom line.
- The journal is in a good financial position.

6 Membership Report

Carole Hinchcliff

- Complete report available on the ALLA website.
- Currently there are 291 financial members.
- Our membership numbers are declining so please encourage those who are engaged in the profession but not members to join ALLA. Our membership fee is very modest and gives you access to excellent CPD online.

7 Journal Report

Fiona McDowell
Damaris Olea

- The complete Journal report is located on the website.
- The Journal is now available online via Informit and Hein Online.
- A request for members to contribute articles and share the Journal via your social media contacts.

8 Election of Directors

Carole Hinchcliff

President 2021/22: Paula Everett
Vice President: Vacant
Past President: Carole Hinchcliff
Secretary: Vacant
Treasurer: Phil Mullen (ends 2023)
Director: Lisa Capps (ends 2023)
Director: Emma Joneshart (ends 2024)
Director: Michelle Bendall (ends 2024)

- As per clause 17.1(d) of the ALLA Constitution, there were no other candidates, and the above directors are deemed to be elected.

- As per clause 16.2(c) and 16.2(d) of the ALLA Constitution, Paula Everett automatically assumes the role of President and Carole Hinchcliff automatically assumes the role of Past President.
- These appointments, apart from the President's role (a three- year term) are for a period of two years.

9 General Business and Questions

Carole Hinchcliff

- **Special Guest: Catherine Bowl (BIALL President)** Warm greetings from BIALL and thank you for the opportunity to visit. BIALL has had its first face to face conference this year and it was a wonderful experience to be meet in person after three years. I would like to extend a warm invitation to all ALLA members to attend the next BIALL conference in Belfast in 2023.
- **Special Guest: Erin Cairney (NZLLA President)** Welcome from Aotearoa. Thank you for the great first day, the wonderful experience and I am looking forward to the conference dinner. NZLLA is facing similar issues to ALLA: eBooks, relationships with suppliers, the new Westlaw. We are working on a mentoring program and reaching out to promote law librarianship to the library profession and library students. I will encourage NZLLA members to write and contribute to the Journal (ALL). NZLLA is looking at inclusion in the profession and how we can be inclusive and welcoming, particularly as there is the development of Māori cultural law and its inclusion not NZ law. Librarians need to be on the front line of this change, to listen and learn from our shared stories and histories. A Māori saying is that "We are stronger together" and this is true of librarianship.
- **Questions:**
- *Why did the Board not communicate well during the past twelve months of COVID?* (Anastasia Stepanovic). It has been difficult, and the Vice President and President have communicated with the Divisional Presidents. There have been many changes and difficulties with division committees with smaller numbers of people wanting to volunteer. NSW is working towards becoming a chapter and SA is also looking at what direction it wishes to undertake. A thank you and shout out to ALLA Vic for their contribution to our online CPD program. Please encourage our younger colleagues to consider joining the Board or a Divisional committee as it is an excellent professional development opportunity.
- *There seems to be an issue with the new email and google groups – anecdotally there has been a drop off in numbers plus other training issues with the new website* (Michael Gavan) Thankyou Michael for the question The Board is looking at the list-serv and how any issues may be resolved. The Board understands how important it is to members and the new version was instigated when the anz-list crashed and could not be resolved. Tin will work with Robin and Kirsty (who are list-serv managers) on a training session.
- *When will the member list be back on the website?* There are cyber security concerns which need to be addressed and resolved before the member list goes back on the website.

Meeting closed at 5.10pm.

Dated:

Signature of ALLA Ltd President (outgoing)

Name of ALLA Ltd President (outgoing)

Carole Hinchcliff

Signature of ALLA Ltd President (incoming)

Name of ALLA Ltd President (incoming)

Paula Everett