

Committee Minutes

22 January 2016, 16.00
By HE Conference Call

Present :

Hugh Corley (Chair), Colin Forrestal (Secretary), Edmund Lee, Ben Wallace, Sarah Orr, Jeremy Oetgen (Treasurer), Dougs Rock-MacQueen

1.	Apologies	Action
	Lianne Birney	
2.	Previous Minutes	
	1. These were accepted as correct.	
3.	Matter Arising from Previous minutes	
	<ul style="list-style-type: none"> The new Treasurer is Jeremy Oetgen, LB has agreed to assist 	LB
4.	Annual Report	
	<ul style="list-style-type: none"> With CifA. 	
5.	Priorities for 2016-2017	
	<ul style="list-style-type: none"> Group Forum and Social Media - Presentation went well. CF to circulate Group Forum minutes. 3 year Plan - with CifA. Competency Matrix - Received back from working group. Comments by 5th Feb. HC/LE to liaise.. Software Expo Organisation - postponed until next year. See A.O.B LE/HC - IMSIG Workshop at CifA Annual Conference 2016 	CF LB
6.	Newsletter	
	<ul style="list-style-type: none"> HC to circulate draft feedback by 4th Feb. Need to add the committee requests and survey details and committee members bio's. 	All All
7.	Future Meetings	
	<ul style="list-style-type: none"> CF to use meet-o-matic to schedule March May meetings. 	CF
8.	AOB	
	<ul style="list-style-type: none"> CF suggested holding Major Infrastructure Impact on Archaeology with RIG and Archives day conference and IMSIG AGM suggested July. Including Child Care. Need group membership list. Need committee membership eligibility to be checked. HC to stand down as Chairman at next AGM. 	CF LB LB
10.	Next Meeting	
	<ul style="list-style-type: none"> To be Agreed 	