

COMMITTEE MEETING - ACTION POINTS: 30.06.2021

Location	Zoom, remote digital meeting
Distribution	Committee, Committee Support, Corresponding Members, Rachel Howe.
Honorary Officers	
Chair	Rebecca Rylott
Secretary	Rachel Tennant
Treasurer	Tbc
LI Council Representative	Kirsty Knott
Committee and Support	
1. Member support	
Communications/Events	Rachel Howe with committee support
2. Advocacy & Promotion	Dilraj Sokhi-Watson, Rachel Tennant and committee support
3. Education: Pre-Uni & ESALA	Kirsty Knott, James Spence Watson
<i>LI Staff</i>	
Policy and Practice Manager	Dilraj Sokhi-Watson
LIS Administrator	Rachel Howe

1.0	WELCOME, PRESENT AND APOLOGIES	Action
1.1	Apologies: Kirsty Knott (KK), Sue Evans (SE), Wiktoria Szulik (WS)	Note
1.2	Present: Rebecca Rylott (RR) Rachel Tennant (RT), James Spence-Watson (JSW), Eugenio Da Rin (EDR); Clare Winsch (CW), Rachel Howe (RH), Dilraj Sokhi-Watson (DSW)	Note
2.0	ACTIONS FROM PREVIOUS MEETING NOT COVERED BY AGENDA	
2.1	DSW and RH to review possible locations for the new Scottish office	DSW/RH
2.2	RR to circulate the new branch handbook when this is available	RR
3.0	CHAIR'S UPDATE/BUSINESS PLAN	
3.1	RR to send a round robin to volunteers for the ESALA awards and ensure DM knows he's invited	RR
3.2	<u>Private Sector Meeting</u> – RR to prompt the group to take part in this	RR
3.3	<u>Website update</u> – Amina Waters leaving has complicated matters. We are awaiting updates	Note
3.4	<u>LIS/ESALA Awards</u> – EDR, WS and RR reviewing materials RR to ensure DM knows that he has been invited to take part in this	RR
3.5	<u>Design review Panels</u> – RR in the process of reviewing and will issue once done	RR
4.0	FINANCIAL UPDATE	
4.1	Access to the CAF account has been suspended by the LI while they review permissions. The LIS can expect to have access to the account again in August. This means that the LIS is limited in what it can do and what it can pay for. Going forward committee activities must take into account the difficulties of accessing finances.	Note
4.2	CW to contact the PhD student to apologise for the delay to her payments	CW
5.0	CPD AND ACTIVITIES UPDATE	
5.1	<u>COP26</u> - <ul style="list-style-type: none"> RH to confirm details of the Mitchell Library booking for the McHarg exhibition Cone on the COP has been organised for the 9th of September. The LIS will promote this once further details are released. LIS members will lead walking tours of two projects in connection with Scottish Canals and GIA RH to prepare a digital showcase for YoCaW by the autumn DSW and RH to speak regarding brand consistency for COP26 materials shared with the membership RH to continue to promote the RIAS convention DSW to pass RH details of the COP26 issue of Vista for RH to circulate to Scottish members encouraging them to engage 	RH Note Note RH DSW/RH RH DSW/RH
5.2	New Events <ul style="list-style-type: none"> 2022 is the Year of Story Telling. All to think of ideas on this theme for the next meeting 	All

6.0	POLICY, PLANNING AND CONSULTATION	
6.1	DSW believes that an LIS position, distinct from the LI position, is important to establish for policy matters moving forward. The timeline on this is not set in stone but is in the pipeline	Note
6.2	DSW and RT to meet to discuss NPF4	DSW/RT
6.3	DSW in the process of reviewing the Hundred Days programme and welcome letters to Scottish MPs	DSW
6.4	JSW to pass DSW the article regarding Brexit, highlighting key paragraphs.	JSW
7.0	EDUCATION STRATEGY	
7.1	<u>Student awards</u> – RR to send a round robin to volunteers for the ESALA awards and ensure DM knows he's invited	RR
7.2	<u>LAKE</u> – RR and RH to meet to discuss next steps and progressing with the steering group	RR/RH
	<u>Ambassadors, careers events and school visits -</u> <ul style="list-style-type: none"> • In person events are still prohibited by the LI board • Skills Scotland will be happening digitally this year. The cost needs to be reviewed in light of the issues with the LIS account, however the cost is. JSW to forward details and confirm important dates • RH to contact the Growing Careers team to see if anything is happening this year and if the LIS can be involved • RH to email ambassadors to let them know that we are looking at taking part in online careers events and to ask them to alert us to any events they are aware of • RH to email all schools contacts to let them know that the LIS would be happy to take part in any online careers events they are running • DSW highlighted a scheme run by City of Edinburgh Council on conjunction with 3rd sector organisers to promote careers to school aged pupils. DSW to pass RH details of this • DSW to pass RH contact details for the NatureScot Green Workforce program to see how the LIS can get involved 	Note JSW RH RH RH DSW/RH DSW/RH
8.0	DATE OF NEXT MEETING	
	Weds 1st of September 2021 – 6-7.30pm: Zoom invite to be circulated	Note