

EMIS National User Group Annual General Meeting



Thursday 6 September 2012
Warwick University
Conference Room 5.30 pm

Present: Geoff Schrecker, Tom Kerr, Meg Disberry, Mike Walton, Keith Burns, Maggie Falshaw, Alison Hutton, Gwynfor Evans, Paul Maddy, Dai Evans, Julia Hippisley-Cox

In attendance: Yvonne Quinn (minute taker)

Number of delegates present: 21

1 **Apologies**

Apologies were received from Hasib Ur-Rub and Mark Caulfield

2 **Minutes of the last Annual General Meeting**

The minutes of the previous AGM were agreed unanimously

3 **Chairman's Report (Dr Geoff Schrecker)**

In the absence of the Chair, Dr Geoff Schrecker gave a verbal report to the AGM outlining the contents of the attached report. Geoff thanked former Chairman, Dr Frith, for his contribution to the NUG. He also thanked Dr Alison Hutton, Lorraine Witherspoon and Yvonne Quinn for their good work in organising the conference. (Please see attached report)

4 **Treasurer's Report (Dr Keith Burns)**

Copies of accounts for the year end 31 December 2012 were circulated to the members attending the AGM.

Dr Keith Burns updated the AGM. (Please see attached report)

Dr Keith Burns proposed that the NUG change accountants and this was seconded by Dr Dai Evans. Agreed unanimously.

5 **Sub-Committee Reports**

5.1 **Watchdog (Dr Geoff Schrecker)**

Dr Geoff Schrecker informed the meeting that the NUG Watchdog Committee had some very productive meetings with EMIS and talked about plans for development.

5.2 **Education Report / Website Report (Dr Geoff Schrecker)**

Dr Geoff Schrecker advised the meeting that the focus during the past year had been on developing a new website which had been launched in December 2012. The site has been updated with newly created education materials. The NUG have commissioned a video through QMUL which will be available on the website when it has been finalised.

Geoff emphasised that the focus for the NUG over the next 12 months was to develop training materials for members.

Questions from the Floor

Question 1

The gap that EMIS support was not providing. Why are we not asking EMIS why they are not doing this and why we are having to spend money? Why is it being left to Watchdog?

Answer: Dr Geoff Schrecker explained that the NUG is a group of interested and able users who try to help its' members. We need to explain to EMIS what people are using on the system. EMIS need to make sure the system works.

Question 2

Re lists – is this the best way for users to post their concerns?

Answer: Dr Geoff Schrecker advised the meeting that Dr Chris Frith was presenting an EMIS Development session the next day. They now have mentor reviews. Once a month EMIS sit down and review suggestions on user voice and discuss them. It was suggested that we ask EMIS to pass the ideas they're rejecting on to the NUG.

5.3 **Magazine Report (Maggie Falshaw)**

Maggie Falshaw advised the AGM that the magazine had had a major redesign and was looking for feedback from members on this. Maggie reminded the meeting that she would welcome articles and hints and tips for the magazine.

6 **Any Other Business**

Tom Kerr informed the meeting that the NUG are looking for a Secretary and asked interested parties to contact Dr Geoff Schrecker.

The meeting were advised of transportation arrangements for the gala dinner.

Mark Caulfield, Chief Executive Officer, has resigned and Tom thanked him for his work on the committee.

7 **Election of Committee Members**

Members due for re-election: Dr Hasib Ur-Rub and Dr Alison Hutton.

Both Dr Hasib Ur-Rub and Dr Alison Hutton were unanimously re-elected to the Committee

Members resigning: Mr Mark Caulfield, Tom Kerr and Dr Dai Evans

Dr Paul Maddy was elected to the Committee, proposed by Dr Hasib Ur-Rub, seconded by Maggie Falshaw and unanimously elected

Dr Mike Walton was elected to the Committee, proposed by Dr Hasib Ur-Rub, seconded by Professor Julia Hippisley-Cox and unanimously elected.

Dr Gwynfor Evans was elected to the Committee, proposed by Dr Hasib Ur-Rub, seconded by Dr Alison Hutton and unanimously elected.

Jacky Slater was elected to the Committee, proposed by Dr Paul Maddy, seconded by Dr Simon Clay and unanimously elected.

10 **Honorary Members**

The EMIS NUG Committee proposed that the following persons be elected as honorary members:

Dr Charlie Stuart-Buttle

Dr David Stables

Dr Janet Wright

Dr Mary Hawking

All were unanimously approved.

11 **Champagne Draw**

Number 398, Jacky Slater won the champagne.

12 **Date and Time of Next meeting**

Next year's AGM will take place during the 2014 Conference on 25 September.