

Rhydwaith Archifau Cymru / Archives Network Wales
Cyfarfod Bwrdd Proiect : Project Board Meeting
Cofnodion : Minutes

28 Mawrth 2003 28 March 2003

Llyfrgell Genedlaethol Cymru, Aberystwyth *National Library of Wales, Aberystwyth*

Presennol Present

Mary Ellis (UW Aberystwyth, chair), Gwyn Jenkins (NLW), Eluned Jones (Archives Development Officer for Wales), Glyn Parry (NLW), Rowland Williams (Flintshire), Kevin Matthias (Denbighshire), Claire Orr (Pembrokeshire), Helen Palmer (Ceredigion), John Davies (Carmarthenshire), Robert Baker (HMC), Susan Edwards (Glamorgan), Elisabeth Bennett (UW Swansea), Ann Rhydderch (Caernarfon), Gareth Edwards (RCAHMW), Einion Thomas (UW Bangor), Martin Locock (ANW, minutes)

Ymddiheuriadau Apologies

Anne Venables (Anglesey), S Jones (PRO), David Rimmer (Gwent), T Moseley (Assembly), Catherine Richards (Powys), Susan Davies (UW Aberystwyth), Susan Beckley (West Glamorgan), Linda Tomos (CWLIS)

Adroddiad cynnydd Progress report

A progress report had been circulated prior to the meeting (28/3/2003), with a copy of the report to the Project Board meeting of 15/11/2002.

Discussion focused on the role of the Project Management Group and Project Board, interoperability issues, publicity and the website.

It was felt that the PMG should meet more frequently (monthly) to allow detailed discussion of issues and progress, and that meeting in person was more productive than video conferencing. **Action: PMG**

The need to provide data in range of formats to ensure interoperability with national archives network and other sites was discussed, and ANW's solution was outlined.

The key role of libraries in guiding web users and the importance of links from other web resources (e.g. Wales on the Web) were emphasised for the publicity strategy.

Action: ML

Comments on the website were requested prior to transfer to the permanent domains in April. **Action: ALL**

Camau nesaf *Next steps*

The Project Board discussed the implications of varying the timing of appointment of the fifth Project Officer. It was agreed that this could be altered if it was more convenient. **Action: PMG to agree timing**

A leaflet will be prepared in advance of the September launch. Partners were asked to supply suitable images for the leaflet and website. **Action: ALL**

The launch event will take place early in September; details to be arranged. An article will appear in the Society of Archivists' newsletter, and relevant web resources will be asked to link to the ANW site. **Action: ML**

The website will go live with information about the project in the near future, and work will then focus on the search interface. It was agreed that Project Board and PMG minutes should be included on the website. **Action: ML**

Unrhyw fater arall *Any other business*

There was no other business.