

**University of Nottingham**  
**Information Services Directorate**  
**Library Services**  
**EGIL Board**

Minutes of the first meeting held at the University of Nottingham on 5 March 2001

**Present:** Dorothy Johnston, Heather O'Donoghue, Robert Oldroyd (chair), Deborah Bragan-Turner, Janet Wharton

**1. Apologies:** Judy Jesch, Andrew Wawn

**2. Terms of reference of the Board**

Membership and terms of reference were approved.

**3. Terms of reference of the Project group**

Membership and terms of reference were approved.

**4. Project plan**

This was approved, with only one amendment, agreed by the Project Group, that Oxford cataloguing would be completed by 31 December.

**5. Review of progress**

Actions agreed at the Project Group were approved:

- To trial the Collaborative Collection Management tools outlined in the amended document
- To launch the project web site
- To seek clarification from UKOLN on the collection descriptions
- To consider further suggested texts for digitisation and to make available as soon as possible two texts as samples
- To consider a list of recommended sites for the Subject Gateway, for which DBT will take editorial responsibility and JW will co-ordinate subject indexing

**6. Communication and reporting**

Dissemination will take place through the Viking conference in Nottingham in July, Old Norse meetings in London in autumn and spring, the Viking Society, contacts in Scandinavia.

**7. Evaluation and future of the gateway**

The Project Group will make recommendations to the Board, which will be discussed at the next meeting.

**Date of the next meeting:** mid-September, to be confirmed