IATUL BOARD MEETING
Sunday 29 May 2011
Warsaw University of Technology

PRESENT
Ainslie Dewe (AD) **Chair**
Elisha Chiware (EC)
Choy Fatt Cheong (CFC)
Marek Gorski (MG)
Maria Heijne (MH)
Terje Hosieth (TH)
Louis Houle (LH)
Reiner Kallenborn (RK) **Treasurer**
James Mullins (JM)
Paul Sheehan (PS) **Secretary**
Gillian Barthorpe (GB) (for website report)
Jolanta Stepniak (JS) for 2011 conference report

1. 2011 Conference
JS reported. There would be 131 delegates. Some, from Poland and adjoining countries might attend for part of the conference. A budget analysis was tabled, showing a small surplus on the conference. Eleven travel grants would be provided; those for delegates from the Ukraine would be provided by Silver sponsors. The programme was discussed and judges for the Poster prize were selected. The sessions will be video recorded.

2. Apologies
No apologies were received

3. Minutes
The minutes of the Munich board meeting were confirmed as accurate.

4. Matters arising/Actions
There were no maters arising which were not on the agenda
Actions
Digitization of proceedings. TU Delft have sent those for 1985-1995 to Purdue. There are questions to be resolved on the metadata supplied
ICSTI This link is positive and can be supported
World Wide Science Alliance. AD will make further contact on this when in Beijing

5. Website report
Gillian Barthorpe joined the meeting to speak to the tabled website report.
GB reported a slight drop on last year for sessions and page views. Programmes from previous conferences are now uploaded. Regina Schmidbauer will be able to log in to the web page to co-ordinate changes in the database with the web page.

The copyright form (in relation to the copyright of conference papers) needs to be changed on web site, in the conference organisers' checklist section.

The contact data on the website needs to be updated. Board members should check data for their regions

Actions
AD to arrange necessary copyright form changes on website
ALL check that contact data for their regions is correct

6.   GA and President's report
AD's report had been circulated. It noted stable membership levels and the increased spread of membership.

The President thanked Dr Reiner Kallenborn, Treasurer, who will step down from the Board and the Treasurer's role at the end of 2011, for his excellent management of IATUL finances. TUM has combined the management of the membership database with the finance function and it is hoped to continue this practice. The Board is considering an offer from TUM to continue with the day to day administration of the finances, on contract, and under the direction of the new Treasurer. This process is still under discussion.

The 2010 conference in Purdue was extremely successful. Papers from the conference will be available through the Purdue Institutional Repository.

The President expressed her thanks to Ms Jolanta Stepniak, the Director of the Main Library, Warsaw University of Technology for organising what promises to be an excellent conference. Planning for the 2012 conference in Singapore is well advanced.

The 2010 autumn board meeting and seminar was held in Munich, to coincide with an international event there. The seminar provided stimulating presentations and discussion.

The Special Interest Group met at the annual conference. The President noted that this, and a number of other activities were driven by Dr Kallenborn and the board thanked him for his contribution to IATUL development.

The website is a critical function for IATUL as in international organisation. The President expressed her thanks to Gillian Barthorpe for supervision of its activities.

The President noted that the day to day operation of Board business has been superbly carried out since 2005 by its Secretary, Mr Paul Sheehan, of Dublin City University, whose period of service is also concluding at the end of 2011.

The end of 2010 also marked the end of the term of Immediate Past President, Ms Maria Heijne, from Delft University of Technology. The completion of terms of these three long-standing officers marks the end of an era for IATUL. It had been an enormous pleasure for the Board to work with Maria, Reiner and Paul and their energy and good humour would be missed. IATUL, as a whole, owed them a great debt of gratitude.

The President concluded by thanking all Board members for their contribution to IATUL during the year.

7.   Financial report
RK spoke to the circulated financial report.

The financial position is healthy. Savings and investments had grown by over €15,000 during a difficult financial year. This was largely due to investments in bonds.

Conference surplus figures for Leuven and Purdue will be included in the 2011 financial report but these are now confirmed as €13,000 for Leuven and €3,500 for Purdue.

The Budget for 2011 includes a contingency figure of €8,000 to cover digitization costs, and a travel allowance for board members attending the Melbourne conference. As IATUL is a charity

it should not carry forward large surpluses. For this reason a deficit budget has been prepared to absorb some existing surplus in IATUL development activities.

RK confirmed that TUM is prepared to provide continuing financial support to the incoming Treasurer on a contract basis.

8. Membership report

A membership report prepared by Regina Schmidbauer of TUM was circulated.

There are currently 231 members; 19 new member joined during the year and 22 members resigned. There are eight unpaid memberships from 2009

It was agreed that IATUL should take a stricter view of applications from commercial learning organisations to ensure that they match eligibility criteria and can contribute to the activities and reputation of the Association

9. Board membership and executive posts

Reiner Kallenborn and Paul Sheehan will complete their Board terms and step down from their offices in December 2011.

Irma Pasanen (Finland) and Elisha Chiware (South Africa) will be recommended to the General Assembly as new Board members, and as Treasurer and Secretary respectively, with effect from January 2012.

Two constitutional amendments relating to Board membership are to be proposed to the GA:

It is proposed to add the following to the By-laws of the Board

6. (f) In addition to the number specified in 6 (a) the Board may co-opt up to two further members

6(a) currently reads:

The number of the Board Members shall be eight except during the calendar year when the immediate Past President shall be a ninth member, as provided in Article 6 of the Constitution.

It is also proposed to add to By-law 6(C) the phrase

Such re-elections are limited to one term, and there may be a further temporary extension, of less than a term, to allow the filling of vacancies

By-law 6(C) would then read (proposed addition in italics):

6. (c) In cases where a Board Member is elected or re-elected President, Secretary or Treasurer (i.e. a Member of the Executive Board) s/he may serve a further term regardless of his or her previous length of service as a Board Member. S*uch re-elections are limited to one term, and there may be a further temporary extension, of less than a term, to allow the filling of vacancies*

Action

GA agendas should include a list of Board members and dates of terms of office.

10. 2012 annual conference Singapore

The conference title will be Library Strategies for New Generation Users.

The conference will be held at the Nanyang Executive Centre from the 4th to the 7th June 2012

The first Board meeting will be held on 3 June

The social programme will occur on 6 June

11. 2013, 2014 Annual conferences

Istanbul is not now an option so the Cape Peninsula University of Technology, South Africa, will now host the conference. Options for the 2014 conference will be considered at the next board meeting

12. 2011 Autumn conference
The autumn conference and seminar will be held in Melbourne, and will coincide with a CAUL meeting. The seminar theme will be e-learning.

13. IATUL development
AD spoke to her circulated paper.
IATUL promotion can focus on such attributes as Director level membership, and a science and technology emphasis
IATUL should develop a strategic plan
Actions
AD will draft and circulate a document.
All will contribute to its development before the Board meeting in Melbourne

14. Projects IATUL task force
RK spoke to his circulated paper. The task Force's position in the IATUL organisation was indicated on the circulated organogram. It could consist of approximately four members and act as an operational group to carry out IATUL strategic and project tasks. For example, CFC suggested it could co-ordinate the exchange of information on policies such as opening hours through the Ning discussion forum.
The idea was approved in principle, but the operational factors will require exploration.
Discussion to be continued at next board meeting.

15. Portfolio reports
        *South America and Spain
        IP Europe (General)/ Scandinavia
        * Netherlands/China
        AD Australia/New Zealand
        CFC India/ Asia
        LH Canada
        * Middle East
        *RK Germany
        JM USA
        *PS Ireland/UK/France
        * To be assigned/ re-assigned

Assignment of portfolios to be examined at Melbourne board meeting

16. Poster prize
LH and TH will judge the Poster prize

The next Board meeting will take place on Tuesday 31June between 12.15 and 13.45

Actions

Board meeting 1

Web site
AD to arrange necessary copyright form changes on website
ALL check that contact data for their regions is correct

Board membership
GA agendas should include a list of Board members and dates of terms of office

Development
AD will draft and circulate a document.
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Board meeting 2

Company information
RK to investigate

Task force
RK to circulate action suggestions to task group, and then Board.

Archives
PS to forward electronic records to EC
RK, JM to investigate dark archive for board records
PS, ?? to investigate physical archive in Dublin

Conference papers
AD to send document to JM