IATUL
International Association
of University Libraries

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IATUL Board Meeting
18 & 20 June 2017
Free University of Bozen-Bolzano
Bolzano, Italy

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1. **In Attendance**
   - Howard Amos (HA)
   - Jill Benn (JB, incoming Board member)
   - Sharon Bostick (SB)
   - Elisha Chiware (EC, minutes)
   - Gwendolyn Ebbett (GE)
   - Anne Horn (AH)
   - Reiner Kallenborn (RK)
   - Pia Ludwig (PL, IATUL Office)

   Invited guests (present temporarily for presentations on 2017 and 2018 Conference preparations)
   - Gerda Winkler (GW)
   - Lars Egeland (LE)

2. **Welcome and Apologies**

   RK welcomed all to the Board meeting and incoming Board member Jill Benn and Howard Amos to their first face to face Board meeting. Shirley Wong could not attend the meeting as she was not feeling well.

3. **Previous Minutes**

   The Minutes of the Video Board Meeting held on 2017 May 2017 were considered and there were no corrections made.

4. **Matters Arising not elsewhere on the Agenda**

   RK reported that some representatives from China had requested to give a presentation at the conference – but the programme was finalised and hence they would be allowed to make a short presentation to the Board during the Tuesday Board meeting. RK emphasised that it was important to increase IATUL visibility in China.

   As part of the promotion activities of IATUL to various regional groupings, RK gave a paper to a forum of university libraries in Austria. About 20 members expressed an interest to join as one member. While this is not possible the Board felt the need for more visibility in Austria and that potential members should be encouraged to join under the current membership structure. The Board also felt that there could be scope to review the membership structure in the future to consider appropriate Association memberships.

5. **IATUL Conferences and Workshops**

   2017 IATUL Conference, Bolzano

   Gerda Winkler gave a status financial report on the 2017 Annual Conference. It was noted that €21 000.00 received from sponsors and €4 888.00 from exhibitors and a total of €18 475.00 from registrations.

   2016   IATUL Conference, Halifax

   It was noted that all papers from the 2016 Annual Conference with valid copyright agreements forms were now online. The delays in posting the papers were due to staff

movements at Dalhousie University and that storage and access issue due to these movements had now been resolved. All outstanding papers should be online once the copyright agreements have been received from the presenters. It was further noted that a consideration is being made to migrate the proceedings permanently to the IATUL Office ICT infrastructure as soon as resources allow.

The Board noted the financial success of the 2016 Annual Conference which brought in a total of €29 000.00. The Board further acknowledged this contribution and expressed appreciation to all those involved in the organization and execution of the conference at Dalhousie University Libraries and partner universities like University of Windsor, McGill University and many others.

RK remarked that the IATUL Office has gained a lot of experience through participating in organizing events and suggest that the University of Western Australia also goes along the same way i.e. collaborate with IATUL Office for the preparations of the 2019 Annual Conference. He also suggested that UWA consider early preparations and that they start video meetings with the IATUL Office soon after the IATUL Windhoek Seminar in November, 2017.

2019 Conference, Perth

Jill Benn reported on the preparations for the 2019 IATUL Annual Conference to be held in Perth, Australia. She noted the conference will be a joint venture with other universities in the region and that the Vice-chancellors from UWA and Curtin had welcomed the collaboration. Former Board member and retired university Librarian Imogen Garner also helped with some ideas on the planning.

The Board advised the organising committee to work on an improved marketing strategy in order to attract more people to Perth and there were indications that there would be a lot of interest from the UK, US & Canada. A focus should also be made on regional attendance especially targeting the South East Asian university libraries. It was also noted that there were no limitations to fund raising and the more sponsors can brought to the fore the better in terms of income generation contributing to sustainability of the association.

It was also suggested that since the conference will be hosted by UWA and Curtin – one of the days e.g. the social visit one could be spent at Curtin to ensure its full involvement in the proceedings of conference. The following questions were brought up by the local host and responded by the IATUL Board as follows:

- o What are the strategies to attract attendees to Perth? Would the Board Members consider conducting pre or post conference study tours from their countries? Visits to universities on the East Coast could be facilitated.
    - One week study tour could attract people from Europa and the US
- o Time of the year – the event is usually held in June, but Autumn or Spring would be more ideal. Can the time of year be altered?
    - The conference will be held in April
- o Multiple locations for the conference – could the programme be split across two physical locations – ie. Curtin and UWA? Does the Board see any issue with this?
    - Conference location will be UWA
    - Evening events could be planned in Curtin
    - JB will send photos of the location to the Board.
    - GE sends finances of the Halifax conference to the Board
- o What is required in terms of the study tour day – is there a requirement that these are linked to libraries? Or can it be more open?
    - there should only be one study tour group, to support networking (if possible)
    - Study tour does not be linked completely to archives and libraries
    - Include visit in Curtin in the study tour day

2018 IATUL Conference

Lars Egeland presented on the preparations for 2018 Conference whose theme will be – Mountains to climb – from multifunctional spaces to Open Sciences. The Conference will be held at Oslo and Akershus University of Applied Sciences' main administration building. A private company Atlantic Mice has been subcontracted to organise some aspects of the conference. There will be the possibility of video-streaming all plenary sessions. An Information Desk will be set up and Guest Wi-Fi and Eduroam will be readily available. The programming will follow on previous IATUL conference formats and the dates will be 17 - 21 June, 2018. LE also reported that there will be City Hall dinner on Tuesday that has been organised in conjunction with the city mayor. On Wednesday the usual social programmes are planned and conference will end close early on Thursday 21st, 2018 to allow some delegates to travel.

LE reported that the following were possible Keynote Speakers being considered for the conference:
- o Hilde Frafjord Johnson an expert on UN Sustainable goals
- o Shahzad Rana an expert on challenges of technology
- o Dan Banik who works on UN sustainable development
- o Annamarie Lloyd an expert on Information Literacy and learning.

He also indicated that there will be various parallel sessions covering:
- o Different perspectives on libraries services to students and researchers
- o New services in libraries
- o Library management.

The Organizing Committee will follow up with traditional sponsors and they will also contact other companies not on the IATUL list. A local Website to enable better control will be created. Atlantic Mice, the sub-contracted company, will handle payments and registrations and accommodation. Marketing is going to be through many forums e.g. Facebook, Conference websites, library journals, VIRAK 2017 conference, Norwegian Board for Higher Education Library Committee, Nordic libraries' email lists, IATUL members, contact with previous participants to IATUL conferences. LE also indicated that milestones to be achieved by set dates. He indicated that the registration fee will be an all-inclusive fee for the conference and that the host institution is the body responsible for financial success. The proposed registration fee is between 450 and 550 euro. It was agreed that RK and AH be members of the programme committee.
- o Students shall be involved in the conference to bring in their perspective
- o PL will ask LE for the presentation and send it to the Board
- o After the Bolzano Conference 2017 video meetings will be taken up again

Directors' Summit Phnom Penh, Cambodia

RK reported on the IATUL Directors' Summit on Strategic Library Management in Emerging Countries that was held from to March, 2017 in Phnom Penh, Cambodia. The Summit was hosted by Paññāsāstra University Library and attracted a total of 43 participants from Cambodia, Canada, Thailand, Vietnam, Germany, Singapore and South Africa. Three Board members, RK, GE and EC participated in the Summit. It was noted that a comprehensive report on the Summit has already been circulated to Board members.

The main outcomes were the founding of a Special Interest Group on Librarianship in Emerging Countries and the support that IATUL could provide in the development and delivery of a Master of Library Studies in Cambodia. RK emphasized that the summit has provided an opportunity for IATUL to work on regional projects beyond workshops and conferences.

RK noted that a call for members for the SIG on Librarianship in Developing Countries will go out soon.

IATUL Seminar and Directors' Summit 2017 Windhoek, Namibia

The Board noted the preparations for the IATUL Seminar and Library Directors' Summit in Windhoek, Namibia were at an advanced stage. It was noted that the IATUL Office, RK and EC and the IATUL Office have been participating in Video meetings with the Namibia University of Science and Technology Library in the planning of the events. The workshop will run from 6 – 7 November 2017, followed by a study tour day and an additional day devoted to planning a Collaborative project aimed towards optimising library services in the region.

The Summit will focus on "The Impact of Emerging Technologies on Library Services in Developing Countries" with various sub-themes covering:
- New Service Environments and Service Skills Development;
- Interaction between University Infrastructure and Library Development;
- Ubiquitous Library;
- Building Research Support Services;
- Adaptive Library Structures; and
- Mission, Vision, Reality and Networking.

A prospective delegate from Malawi requested for financial support to attend the seminar. The Board agreed that it was not in a position to grant any support at this stage of the planning for the seminar and furthermore that this would not necessarily translate into new membership.

The Keynote-speakers for introducing the topics will be drawn from the Board and EC will contact the Board as soon as he his sure how many speakers he was able to motivate. Some board members will also be moderators.

PL will send hotel information to Board members.

Directors' Summits in General

It was agreed that the name IATUL Directors' Summit should be retained, however the participation could be modified depending on the region where it is being hosted i.e. to include broader participation of library managers. It was also agreed that proven workshop practice should be followed to explore the feasibility and involvement of IATUL membership.

IATUL Seminar 2018 Munich, German

The IATUL Seminar 2018 will be held in Munich, Germany from 2 to 6 December, 2018 and will focus on Information Literacy in the workplace. It is proposed that it be held over three days and make it international as much as possible with possible participation from companies such as BMW, AUDI and Siemens. Representatives of industry branches which are important for regions where IATUL is active, should be involved

PL reported that a project related to the seminar includes examining how university libraries support students going to companies. The workshop will also be coinciding with the 150 year jubilee celebrations of the founding of TUM.
Duration: 0,5 day off topic quality management (optional) 0,5 day workshop + 1 day workshop + study tour day optional

It was agreed that the title might be changed to 'Research Skills in the Workplace' and that topics could include: What is IL, IL in workplace; Research; different IL context approaches e.g. in health, education, agriculture; consequences for library instruction; digital empowerment; Information Seeking and Behaviour. These will be addressed further in video board meetings. It was also agreed that the workshop hosts should consider the possibility of online paper presentations.

- AH is happy to contribute in communication with UK industry and with further support in preparing the workshop
- Board should send ideas to Office or PL
- Title should be reworked

Further events

The Board noted these further events and the possible hosts:
2020 IATUL Conference candidates
- o Piraeus
- o Porto
- o St. Petersburg
- o Singapore

The final decisions will be made in 2018.

2018/2019 workshop candidates
- o Porto – will host the IATUL Seminar in 2019 IATUL
- o Innsbruck
- o Columbia
- o Australia for a suggested e-research support workshop
- o Singapore for a workshop on "Almetrics international perspectives"
- o Other suggestions include Cape Town.

6. Board matters

Changes to the Constitution
It was noted that formal matters were requested by the Registration Court to finalise the registration of the new Constitution. The Board also agreed on the Appointment of New Board members' procedures included in the new Constitution.

New incoming Board members
Jill Benn from the University of Western Australia is the new incoming Board member.
Addenda:
New incoming Board members Lucille Webster from the University of Durban, South Africa, Anal Walek from the Gdansk University, Poland, and Charles Eckman, University of Miami, USA

Board members activities
Board members' were urged to participate in promotional activities and be more proactive in seeking collaborations and membership drives in their regions. It was noted that in the last five years there were more diverse activities and this need to continue if the association is to succeed in its transition into a more diverse and service oriented organization.

The Board agreed to rework the Board's Governance Paper and work on allocation of specific responsibilities to members. The current document will be circulated to members after the 2017 conference.

Board Membership
The Board noted the following membership terms:
Reminder of end of term – December 2017 include:
- o SB Treasurer (1st term)
- o SW (1st Term) – resigning end of September, 2017

Reminder of end of final term – December 2018
- o GE, Vice-President
- o EC, Secretary
- o RK, President

Applications 2017
The following Board nominations were received for 2017:
- o Anthi Katsirikou, University of Piraeus Library Director (nominated by Marek Gorski)
- o Sylvia Ogola, United States International University-Africa, Kenya (nominated by own staff)
- o Lucille Webster – Library Director at Durban University of Technology, South Africa (nominated by EC).

The Board was reminded of size and composition of the Board and the representations of the various parts of the world (co-opted members not included):
- o Europe (EE, NE, Continental) 3
- o Americas 3
- o Asia (Australia/ NZ, SEA) 3
- o Africa/Middle East 2
- o Missing: 1x Asia 1x America 1x Africa

The Board agreed to invite Lucille Webster, Lars Egeland and Anna Walek, Gdansk University of Technology Library Director, Poland to join the Board with further conformations from the nominees.
- o Poster prize jury
  - Members: HA, AH, SB, GE
  - Jury reports back in the 2nd Board meeting
- o Decision-file
  - RK search for Fellow of the Board Award criteria and send it to the Board
  - To-Do-List file
    - AH thinks about possibilities for future self-evaluation of the board
    - SIG shall report to a Board member → implement that structure

- o Strategic plan (AH, GE)
  - Question "why IATUL?" shall be in focus
  - Board will send ideas and thoughts to GE and AH
  - Ge and AH will continue working with the input from the Board

7. Website and related matters

The new Website was presented with a demo and it was noted that it was rolled-out on 8 June, 2017 and that the official launch will be at the General Assembly on 20 June 2017.

The Board expressed its appreciation to the IATUL Office team for the excellent work done in developing the new website.
- o Some ideas for changes have been brought up and will be taken up by the IATUL Office
  - Board will be happy to provide content for the website (e.g. new Board members, news articles one by month)
  - Already existing Member libraries could be presented better. Office and Board to think about ideas
  - Include more pictures from past conferences (e.g. Halifax), future conference will be used in several ways for the website, also the pictures

8. Event Organisation

As part of the Governance Structure and Organisation of future Annual Conferences and other events a revised Organisers' Handbook will be drafted. This will be discussed in the next Video Board meetings. It was also noted (GE) that the Open Conference System (OCS) will be updated soon and the IATUL Office will review it for its relevance for managing future conferences.

- o Website templates for IATUL events via conference system
  - Take up topic after Annual Conference
- o Board agrees, that there has to be a structure which involves the Board
- o IATUL branding and final decision maker at all events as an obligation
- o GE will report to ITAUL Office as soon as the new version of OCS is launched

9. Treasury

The Treasury report reflects more membership fees received than last year although €40 000.00 is expected to be received. It was noted that some members are rather negligent to pay up their fees and Board members should assist the IATUL Office in following up outstanding fees.

The 2016 Annual Conference in Halifax contributed a total profit of €27 734.00.

As of end of 2016 a total income of €57 379.00 was received from membership fees (€25 945.00) and the conference profit (€27 734.00) and the total asset base stood at €81 298.00. Total expenses were 65 669.00 compared to 97 820 that was budgeted for the period.

The fundraising initiative will be taken up further after the Annual Conference. The Board agreed to suggest to the GA a Membership fee structure and drop of UNESCO bands and raise fees for all members to €250. In case of GA approval, it was also agreed that the communication of the change in membership fees will have to be done carefully and JB, SB, AH, GE were tasked with drafting the letters.

10. Membership

The Membership Report noted that there were now 239 members compared to 231 in 2016. New approaches to membership drives will have to be put in place as well as strategies for retaining the current membership base. Letters will be drafted and sent out to members at different levels and AH offered her communication officer to assist with editing the promotional letters. JB AH and SB will work on drafting the letters.

11. SIGs

IL

Caroline Leiss to hand over chair to another group member after 3 years in the chair. It was noted that it is very hard to keep the group together.

A call for chairs and members of the following groups will be sent out after the Annual conference:
- o Metrics
- o ALICE
- o Data

In the future, SIGs shall report about their activities to one Board member for each group.

12. Projects

IATUL History

The final report of the IATUL History will be included on the new website

Cambodia MLIS project

Three Committees to support the initiative have been formed and these include an Advisory Board, Curriculum Committee and a Fundraising/Support.

Cambodia ILL project

Details on the Cambodia initiative to be found in Directors' Summit minutes.
- o GE will follow up on Frederic Brodkom

Consolidation of IT infrastructure

The website and conference management system will be consolidated and further work will be done by marketing and finance.

13. Grants and Awards

2017 Travel Grants

The following were awarded travel grants for the 2017 Conference:
- Ms. Sharon Maria Esposo-Betan, University of the Philippines Diliman, Philippines
- Ms. Moitheki Patience Ntuli, Vaal University of Technology, South Africa
- Dr. Sylvia Ogola, United States International University, Kenya
- Ms. Jennifer Congyan Zhao, McGill University, Canada

Dr. Shima Moradi, National Research Institute for Science Policy, Iran had visa problems and could not travel.

International Study Programme 2016

Alissa Sputore from UWA, Perth visited TUM in July 2016 and her report will be published on the website

International Study Programme 2017

It was noted that no applications have been received for 2017.

International Study Programme 2018

The call for 2018 International Study programme will be placed on the website and sent through to other channels. Further calls will also be made during the General Assembly on 20th June, 2017.

14. Any other business

There were no other matters for discussion.

15. Date and Time of the next Board Meetings

The Board will meet for a 2nd Meeting on 20 June, 2017 for the presentation by representatives from the Tongfang Knowledge Technology Co. Ltd (CNKI), a Chinese company.

The date of the next Video Board Meeting will be advised.

The Board meeting in Windhoek will be held on 5 November, 2017.