

IATUL Board Meeting

23 June 2019

Perth, Australia

1. Attending

- Howard Amos (HA)
- Jill Benn (JB)
- Donna Bourne-Tyson (DBT)
- Charles Eckman (CE; Vice- President)
- Lars Egeland (LE)
- Anne Horn (AH President and Chair)
- JK Vijaykumar (JV)
- Lucille Webster (LW, minutes)

- Invited guests
 - Luis Miguel Costa

2. Welcome and Apologies

- Anna Walek (AW)

3. Previous Minutes

Minutes of the Video Board Meeting held on 5 March 2019 were approved as a true record.

4. Matters Arising not elsewhere on the Agenda

4.1 Board discussion: poster evaluation

HA presented to the Board the poster evaluation procedures. Three members of the IATUL Board (appointed as judges by the Board), will assess the posters submitted and presented at the annual IATUL Conference. The award is known as the *Irmgard Lankenau Poster Prize* (Irmgard Lankenau was an IATUL Board member, and until her death in 2004 was Director of the Koblenz-Landau University Library, Rhineland-Palatinate, Germany.) The IATUL “best poster” prize is awarded at each IATUL conference and the cash prize of €500 is awarded to the presenter. The result is also captured in the IATUL newsletter and on the website.

This will be the first time in IATUL’s history that the poster session is wholly digital. Each presenter will have an opportunity to talk to their poster during this session. Presenters will have another opportunity to engage conference attendees on Thursday and the announcement of the winner will be made during the closing session. LW to update the conference handbook to ensure that the same institution do not win the poster category in consecutive years.

4.2 SigMari Annual report

SigMari stands for *Special Interest Group Metric and Research Impact*. This interest group was founded in 2018 and currently consists of 11 highly committed members under the leadership of Trish Wilson from University of Wellington in New Zealand. The search for new members to the group continues in order to ensure global representivity. The following activities are highlights of the group:

- The development and endorsement of the terms of reference.
- The setup of a file sharing system on LRZ on Sync + share

- Bi-monthly meetings via Zoom

A gap that has been identified by the group is formal development opportunities to develop library staff skills and capabilities in relation to research/bibliometric impact services.

Discussions in relation to developing an online professional development tool for research metrics and impact using the *23Things construct* is ongoing.

Upcoming events include:

- Undertaking a survey of IATUL community about research impact/metrics services offered or tools used
- A comparison of the tools currently in use at institutions
- Investigating the potential of offering a series of webinars on metrics and research impact
- A work plan 2020 will be presented the IATUL board during the second half of the year.

5 Board matters

○ Self-review of the Board

JH and AH proposed that the exercise that IATUL adopt is internally managed. Self-review of the Board will be pursued at the Gdansk meeting.

○ IATUL Board governance

The governance document has been circulated to the Board for comment in order to be ratified. However, the Registration Board in Germany requires additional information. Although the constitution of IATUL is in German, the board agreed that official language of IATUL is English as per the official handbook of the conference. The English version of the constitution must be notarised as a true and accurate copy of the German version. AH will submit to an established notary and thereafter circulate to all board members. It is envisaged that thereafter changes could be presented to IATUL members.

○ Strategy review

The proposed introduction to the survey and the survey questions will be introduced during the General Assembly. Members will be encouraged to provide feedback. A direct email with instructions will be sent by July to all members. It was further suggested that a short online survey is administered and that the association newsletter is used to elicit additional suggestions from members.

○ Fund raising initiatives

To sustain the travel grants, it was noted that we needed to identify companies who may want to become involved in sponsoring travel grants. Suggestions from Board members included that IATUL look at a new source for the sponsorship so as to not overburden existing library conference sponsors. The name of Ebsco came up as a possible sponsor who may be interested. With both Jill and Vijay serving on Ebsco board it was suggested that they pursue this particular angle. It was further suggested that the Board also look at companies outside of the LIS sector such as telecoms, travel airlines, perhaps explore companies who sponsor developing countries. Vijay will lead on this initiative for fundraising.

○ Promotion of collaboration and membership

To be pursued during at Gdansk meeting

○ Fellow of the Board award

After much discussion it was decided to go back to the drawing board on this award. DBT would drive this project.

- **Friends of IATUL awards**

For further discussion at Gdansk board meeting

- **Travel costs**

It was noted that the allocation of travel allowances to board members will be reviewed. The suggestion by the Treasurer that the board members' travel be collapsed into a one-line item was endorsed by the Board. The reality is that travel costs will vary from year to year depending on where members travel from. After some discussion, it was recommended that the President's travel allocation is kept separate from the general board travels. The main reason for this is that the President may be called on more frequently to represent the association. The treasurer will prepare a set of guidelines on how Board members must access the travel fund.

- **Zoom accounts**

Two additional Zoom accounts were purchased for SIG's. This item can now be removed from the agenda.

6 IATUL Conference and Workshop matters

- **2019 IATUL Conference, Perth – status report JB**

Registration has been closed and currently stands at 230 which includes sponsors, exceeding expectations. This translates into a healthy profit of €35 000. International participation is limited, although overall 24 countries represented, the bulk of conference attendees are Australian. It was expected that the conference would attract more attendees from Asia. JB reported that conference organisers indicated that they had to turn away some very good papers as so many papers were received.

The issue of conference attendees receiving permission from their employers to attend the “study tour” on the Wednesday was raised once again. It was suggested that the study tour is moved to the last day of the conference rather than mid-way through the conference. Further that attendance of the study tour is optional allowing those to opt out should they so wish. Further discussion on this issue is required so that if necessary changes be made and incorporated at the Porto conference.

At a previous board meeting it had been suggested that the board meeting takes place on a Monday rather than the Sunday and that the conference starts on the Tuesday. Further discussion is required and it is unlikely that this can be factored into the Porto conference as the save the dates card is already out.

The Board thanked Jill and her team for all the hard work they have put in on the conference. Jill offered to work with the Annette in IATUL office to update the conference handbook.

- **2019 IATUL Seminar Gdansk** – The confirmed dates of the Seminar are 9-11 December, 2019, status report AW. Unfortunately, AW could not make the meeting but she assured the Board that everything is on track for the Seminar. She, together with her team and the IATUL office are working on the programme as well as the planning for the Board meeting.
- **2020 IATUL Conference: Porto:** Theme for Porto: *Bridging universities and society: openness of research and learning*. Status report Luis Costa.

Unfortunately, due to technical problems, Luis was unable to present the video on Porto conference to the Board. He however did a verbal report with which the Board was happy with.

- **2020 IATUL Seminar: Innsbruck** – status report LE
Lars has been in communication with the local organisers. The Directors Seminar is on track and the Board will receive more information on the theme and dates during the upcoming video board meeting.
- **2021 IATUL Conference: Miami** –status report CE. CE confirmed that Florida International University and the University of Miami will co-host the annual conference in Coral Gables, Florida. Currently reviewing dates of May-July 2021. A slight concern that the proposed dates may conflict with the Caribbean and ALA conferences. CE will confirm the most likely dates at the next meeting.
- **IATUL event in Dublin** – not pursuing this event in the short-term. This item will be removed from the agenda.
- **2020 Workshop on Bibliometrics at TUM** – planned for 25-26 March 2020 – IATUL members have been advised of this event.

5. IATUL Office matters

- Future perspectives of Office – this issue has not been discussed.
- Migration of repository – it was decided to leave the status quo
- Conference management system
- Conference organizers handbook – Jill together with IATUL office will update where necessary.

6. Treasury

- Fundraising initiative (To do list #71)
- Outstanding membership fees
- Multi-annual membership – The issue of multi-year membership has been discussed. The treasurer had raised concerns with regard to multi-year membership and impact of inflation on pre-paid membership payments. After discussion by the board the recommendations proposed by the treasurer were accepted and agreed that IATUL implement tiered membership based on the [UNESCO](#) criteria
- Non-Profit status – work in progress

7. Membership

- Membership report - the membership report received from the office raised concern. According to the report, new members to the association were also defaulting members. LW to liaise with Christine to obtain a better understanding on how the statistics are arrived at. Apparently as soon as a library is registered as a new member, an invoice for the current year is issued. If payment is not made within a few months, the new institution is regarded as having defaulted.
- Member libraries' visibility

Newsletter and welcome letters – the Board welcomed the new version of the newsletter and thanked the president as well as her team from Sheffield for the excellent work. An updated IATUL letter to accompany acknowledgement of payment from renewing members, as part of the member retention strategy. A letter from the President or regional board representative will be sent to welcome

the new Director to IATUL, and provide a brief overview of IATUL. Link for new members on website

- New member recruitment – ongoing project
- Member retention strategy – An updated IATUL letter to accompany acknowledgement of payment from renewing members, as part of the member retention strategy has been put in place.

8. Communication Channels

- Website
- Social Media

9. SIG's

- **Metrics:** report to the Board from the MaRI sig. **refer to 4.1** for short report.
- **Terms of reference** – report to the Board from the ALICE. This is still outstanding. Bethany the team leader will report back during the second half of the year.

- **ALICE - report to the Board from the ALICE sig**

The chairperson for SIG ALICE is Bethany Wilkes from Yale-NUS College, Singapore. The main goals and projects of this interest group are as follows:

- Developing a Union Catalogue for Cambodia: beginning with two libraries in Phnom Penh
- Coaching Programme: Pilot project with Cambodian librarians, the plan is to expand to other countries (currently identifying coaches and partners)
- Webinars: 3 upcoming webinars to provide professional development opportunities for Cambodia
- Aim is to expand to expand members and engage with librarians from emerging countries.

- **DATA – report to the Board from DTA sig**
The chairperson for this interest group is Cameron Riopelle from University of Miami, USA. Regular live webinars are held on Research Data Management. Speakers hail from internationally recognised organizations, including OCLC and Springer Nature. Recent seminars include the May Webinar which covered the RDM Service Space & Scoping the University RDM Service Bundle. The upcoming July 2019 Webinar will cover incentives for Building RDM Services & Sourcing and Scaling RDM Services. Members from institutions in Saudi Arabia and Australia have been added to the SIG DATA working group. The SIG is a good source of education for members interested in RDM and related services

10. Projects

- Cambodia MLIS project
 - Status report – there has been no progress on this issue for now. It is likely that it may be abandoned.
- Cambodia ILL project
 - Status report – on track – refer to report from sig
- Namibia project
 - Request for webinar on Fundraising for participants of the Directors' Summit Namibia
 - Following a discussion around our capacity to deliver, there are no imminent plans for a Fundraising event.

11. Grants and Awards

- **Conference Travel Grants**
- Mr Lucas Dosung, Solomon Islands National University, Solomon Islands,
- Dr Brenda van Wyk, The Independent Institute of Education, South Africa (withdrew)
- Ms Christine Abrigo, De La Salle University, Philippines

- **International Study Programme 2020**
Call for applications will go out soon. HA circulated the necessary [documents](#)

12. Any other business

- The International Alliance of Research **Library** Associations (**IARLA**) – **DBT** reported that IARLA are not interested in any additional members. No further action required.
- Ratification of the conference poster evaluation procedures
HA circulated the Poster evaluation criteria for ratification by the board. The criteria were unanimously approved by the board. The discussion paper is [here](#)
- Request to host annual conference

13. Date and Time of the next Board Meetings

- 2nd Board Meeting, Gdansk, 8 December 2019
- Video Meeting – TBA