

**IATUL Board Meeting
09 December 2019
Gdansk University of Technology, Poland**

1. Attending

- Donna Bourne-Tyson (DBT interim treasurer)
- Lars Egeland (LE)
- Anne Horn (AH Chair)
- Anna Walek (AW)
- Lucille Webster (LW, secretary)

Attendance via ZOOM

- Jill Benn (JB)
- JK Vijaykumar (JV)
- Charles Eckman (CE) Vice-president)

Invited guests

- Luis Miguel Costa

2. Welcome and Apologies

The chairperson welcomed all board members to the meeting and thanked Anna for hosting the board.

3. Previous Minutes

- Minutes of the Video Board Meeting held on 6 September 2019 were reviewed and approved.

4. Matters Arising not elsewhere on the Agenda

4.1 Request to host annual conference –It was agreed that a call to host the annual conference 2022 should go out soon. There has been a request from Ukraine to host the next conference, however subsequent to this request there has been no further communication from them. The Board engaged in some discussion on Qatar as a possible future conference venue, however issues about the attendance of other UAE countries may pose a problem. The Board agreed that due diligence must be done to ensure that the intended host has the capacity to manage an IATUL conference. **DBT is working on a “Request to host conference” document.**

5 Board matters

5.1 Self-review of the Board

JH and AH proposed that the exercise that IATUL adopt is internally managed. DBT submitted a document summarising the criteria for Board meetings assessment. The document is loaded on Sync+Share. Following the meeting, these actions have been identified:

- Agree to adopt version DBT submitted.
- All Board Members to complete the survey before the next Board meeting and send to IATUL Office.

LW to liaise with the Office regarding collating responses.

5.2 Board governance – Rules of Procedure

The Executive Board discussed the revised ‘Rules of Procedure’. Additions included clarification of the composition of the Board to reflect the equitable representation of the various parts of the world. A section should be included outlining the number of IATUL credit cards and that the credit cards are exclusively for IATUL business.

AH to check whether the IATUL Constitution refers to ‘the association being represented in and out of court by each member of the Executive Board’. This statement is included in the Rules of Procedure and the Executive Board agreed if it was not in the constitution then it should be amended to read ‘The Association is represented in all matters by the Executive Board’.

AH to revise the Rules of Procedure and circulate to the Executive for final sign off. Once agreed the Rules of Procedure will be posted on the IATUL website.

DBT to work on an IATUL credit card policy, drawing from the current policies used by various public associations, for discussion at the Spring Board meeting

The constitution is silent regarding the resignation of a board member in between the periods of the General Assembly (GA). Due to the ill health of the former Treasurer Howard Amos, the Board has co-opted board member Donna Bourne-Tyson (DBT) to take up the duties of the treasurer. Her position as treasurer to be confirmed at the GA in July 2020.

A further issue highlighted was the official commencement of term of office of Board members. Currently Board members begin their term of office in January following the GA. Agreed that other changes to the constitution might be necessary once the Board has more stability.

5.3 Strategy review

It was reported that there have been 23 responses to the IATUL Survey and a summary of the feedback is posted on Sync & Share for board members. Overall, the responses were positive although the percentage of members who responded were rather low. Prior to the closing date for the survey, the latest IATUL newsletter was used to remind members that the survey site was still open, but this did not seem to have had any impact on the total number of the responses. It was agreed that it would be worthwhile to send the survey to members of the Special Interest Groups as this may bring a different level of feedback from colleagues who are currently involved in IATUL activity. **LW to liaise with Office to circulate to SIG members.**

A follow-up summary of the survey will be compiled once feedback from the SIG's. At the video Board meeting of March 2020, Board members will discuss strategies and responses to the survey in preparation for the next GA.

Taking into account some of the feedback, AH suggested that an IATUL Webinar highlighting the work of the SIGs is likely to be well received amongst IATUL members. She will discuss with the Sheffield team about hosting the webinar in February/March. Board agreed the necessary Zoom upgrade to enable the webinar.

6 Finance and Administration in total to be redacted

6.1 Financial Report

Christine is now responsible for compiling the Financial Report. The Board acknowledged the good standing of the conference. JB indicated that overall they had received positive feedback on the conference and indicated that it was a wonderful opportunity to host a conference of this stature.

6.2 Treasurer Portfolio

AH updated the Executive on the proposed arrangements for the Treasurer portfolio in light of Howard's retirement. DBT will take over the role in an interim capacity and will then be endorsed officially at the General Assembly in Porto.

6.3 IATUL Office

AH reported that she has received an email from Reiner suggesting the Board might wish to begin considering what the transition of the IATUL Office out of TUM might look like, taking into account how long it can take to navigate the financial operations.

The Executive discussed the possibility of an external company running the Association's administrative and finance operations. AH to undertake investigation into suitability of such an arrangement.

6.4 Membership Report

Membership figures are stable. LW will join AH when she has a Skype meeting with the office in the New Year – in order to discuss some of issues raised by the board in terms of the membership reports.

Newsletter and welcome letters – AH appealed for an Editor-in-Chief for the 2020 newsletter. **JV volunteered to take up this portfolio**

Member retention strategy – this issue will be discussed in 2020. **AW will lead in coordinating this initiative.** Board will look at the proposal that was put forward by CE and HA. In addition, to refer to the minutes of Bolzano, which should provide guidance in terms of, why the Board moved away from the previous payment strategy.

6.5 Travel grants

To sustain the travel grants, IATUL 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 not to overburden existing library conference sponsors. The Board will also look at companies outside of the LIS sector such as telecoms, travel airlines, and perhaps explore companies who sponsor developing countries. **JV will lead on this initiative for fundraising.**

JV drafted a letter on behalf of president, which he will share with the board. He emphasised that there are different regional approaches to philanthropic aid and that it is essential that the proposer for the funds do due diligence on company before approaching them.

6.6 Board Travel costs

The allocation of travel allowances to Board members will be reviewed.

7 Promotion of collaboration and membership

7.1 Fellow of the Board award

After some discussion, it was decided to go back to the drawing board on this award. DBT will circulate a document to the board.

7.2 Friends of IATUL awards

For further discussion at the next meeting.

8 IATUL Conference and Workshop matters

8.1 2019 IATUL Conference, Perth – status report - *refer to item 6.1*

8.2 2019 IATUL Seminar Gdansk – The confirmed dates of the Seminar are 9-11 December, 2019, status report AW

AW reported that all preparations were going according to plan. They have had a very positive response and are expecting 52 participants of which half hail from Poland, and the rest of the delegates are from the Middle East, UK, US, Africa and the rest of EU. The two major sponsors were Elsevier, a platinum sponsor and OCLC, a bronze sponsor. They are expecting to make a modest profit provided everybody does eventually pay. The programme is in English with the exception of two speakers who will do their presentation in Polish.

Regarding the study tour, an excursion to the European Solidarity Centre in Gdansk, the City centre and the Christmas Market was planned.

8.3 2020 IATUL Conference: Porto: Theme for Porto: Bridging universities and society: openness of research and learning. Status report Luis Costa

Luis informed the board that registration for the conference is finally open. He reported that a local organizing committee was established, reviewers have been contacted to preview the papers (**includes Board members Jill Benn and Anna Walek**).

With regard to sponsorships, a positive response from Elsevier, Springer, CNKI and Luis is awaiting responses from Wiley, Taylor and Francis and Springer. **Vijay offered to contact Wiley and Anna to liaise with Taylor and Francis.**

Maria Fernanda Rollo is one of the keynote speakers recommended by Luis. She is a professor at Universidade Nova de Lisboa and was also part of the Portuguese Government for the Scientific Research and Universities (and in this role paid special attention to libraries and open science)

Another possible keynote speaker is - Carlos Moedas (https://ec.europa.eu/commission/commissioners/2014-2019/moedas_en) current EU Commissioner to Research, Science and Innovation

Luis agreed to draft an invitation for Chris Bourg, Director of libraries at MIT, which he will run past CE and DBT. The board noted that it is essential to have global representation at the Porto conference. Responses to Plan S would also be a draw card, and perhaps we may have the views of institutions like MIT on Plan S.

8.4 2020 IATUL Seminar: Innsbruck – status report LE

This event is planned for 4-6 November 2020. It is vital that the seminar attract more than just directors of libraries. The broad theme of the seminar is competencies required for the future. All planning for the event are on track. DBT informed the board that the Canadian Association of Research Libraries (CARL) I has just published the competencies for research librarians. DBT **agreed to share the link with the board**

8.5 2021 IATUL Conference: Miami –status report CE.

- Dates finalized: June 13-17, 2021
- Co-hosted by the University of Miami and Florida International University (FIU)
- Joint UM/FIU Committees (Local Arrangements; Program; Communications & Promotion) have been formed. They will begin meeting in Spring 2020
- UM Conference Services is supporting the event
- Preliminary Agenda Overview
 - Sunday June 13 – welcome reception
 - Monday June 14– program day 1 @ UM's Shalala Center
 - Tuesday June 15 – program day 2 @ UM's Shalala Center
 - Wednesday June 16 – study tours
 - Thursday June 17 – program day 3 @ FIU w/ bus transport arranged
- Conference hotel will be [Paseo de la Riviera](#) (Coral Gables) with information supplied on other nearby hotels including lower-cost accommodations in student housing on the UM campus [Lakeside Village](#).
- Anne Prestamo (Dean of Libraries, FIU) will attend the conference in Porto and will be available to make a joint presentation with Chuck Eckman to the Board.

8.6 **2020 Workshop on Bibliometrics at TUM** – planned for 25-26 March 2020 – This matter can now be removed from the agenda.

9 Communication Channels

9.1 Social Media - IATUL **Social Media Framework (12 Nov 2019)** is available on Sync+Share. **This matter to be discussed further at the next Board meeting**

10 SIG's

10.1 **Metrics:** report to the Board from the MaRI sig – report on sync and share. The Board endorsed the proposal from the SIG in relation to the development of a “Things” programme on research

impact. Following the meeting, **AH informed Trish Wilson that DBT volunteered to be the Board sponsor.**

10.2 ALICE - report to the Board from the ALICE sig – report available on Sync+Share. The Board note the SIG's proposal for reduced fees for memberships from emerging countries. It was proposed that the Board refer to the Bolzano minutes, which could provide guidance in terms of why the Board moved away from the previous payment strategy. The issue of retired members remaining on the SIG as active members was also discussed as the SIG- ALICE raised this. The Board agreed that this is issue may be contentious as the association does not have a category for individual membership. Membership is vested in the institution rather than the individual. **LW to inform the chairperson of this SIG of the Board's decision.**

10.3 DATA – no report was tabled. **LW to request a report from DATA SIG for the Board.**

10.4 Information Literacy (IL) SIG – a vacancy has arisen after resignation of previous chair. **AH and LE to identify suitable candidates to be the chair for this SIG.**

10.5 Library Facilities and Services SIG – The proposed chair for this group is Kelly Miller (University of Miami). Following the meeting, it was agreed that the title for the SIG group is Library Spaces. The preferred initialism **will be agreed to at the next Board meeting** e.g. SIG-LS.

11 Projects

11.1 Cambodia ILL project – refer to the report from ALICE on Sync+Share

12 Grants and Awards

12.1 Conference Travel Grants – in 2019 **four** travel grants were awarded. Unfortunately, one cancelled at the very last moment. For 2020, grants will only be awarded after members have registered. Every candidate must be from a fully paid up member institution.

12.2 Irmgard Lankenau Poster Prize - an adjudication team to be appointed, minimally three board members consisting of **LE CE and JB.**

12.3 International Study Programme 2020 – the call for the study grant is ready to be posted. It was suggested that a separate notice regarding the study grant is sent to all SIG's, further that a link to the grant is also posted on the Purdue repository. The call for applications will go out via the office. **LW to liaise with the Office.**

13 Any other business

IATUL's involvement in the Sustainable Development Goals (SDG's) – this should be explored further at the next meeting. The board was referred to the approach taken by CAUL in linking their organization to the sustainable. It was further suggested that the board investigates a position paper on the topic. For further discussion at the next Board video meeting.

14 Date and Time of the next Board Meeting

The next meeting will be via Zoom, likely in March. AH will propose a date to the Board member soon.