International Association of Scientific and Technological University Libraries

IATUL

IATUL BOARD MEETING

Minutes
1 & 3 June 2014
Helsinki, Finland

1. **In Attendance**
   Reiner Kallenborn (RK) **President**
   Imogen Garner (IG) **Vice President**
   Elisha Chiware (EC) **Secretary**
   Irma Pasanen (IP) **Treasurer**
   Fatt Cheong Choy (FCC)
   Gwendolyn Ebbett (GE)
   Alena Ptak-Danchak (APD)
   Gillian Barthorpe (GB, guest, present for website report) **Web Manager**

2. **Welcome & Apologies**
   The President welcomed all present and there were no apologies.

3. **Minutes of the Board meetings held in Oxford, UK 5 December, 2013**
   The minutes of Board meeting held in Oxford, UK on 5 December, 2013 were approved as a true record**.**

4. **Matters arising not elsewhere on the Agenda**
   It was decided that the current strategic plan is to be reviewed at the autumn Board meeting in Toulouse

5. **Website and related matters report**
   GB provided a full website report to the Board. It was noted again that there was notable increase in the use of IATUL website. The News alert service is very popular and the Special Interest Group on IL has been also actively using the web platform in their work.

   Both the Facebook page and LinkedIn are not very active. It was also agreed that historical and current photos should be included in the current Wikipedia entry. It was agreed that there should be a more focused approach towards the use of social media to promote and market the association. FCC was tasked with setting up an IATUL Project on Social Media. The Board agreed to FCC suggestion that he could work with Ms Karryl Kim Sagun from the Philippines on the Social Media project.

   RK presented the current costs of web management that include €3000 fee to AUT and a free conference ticket for GB to attend the Annual Conference and present the web report.

The Board agreed that there should be a review of the current web management contracts with AUT. It was felt worth considering having the web management and IATUL Office activities in one place. This would consolidate the mandate and efficiency of IATUL administration and development. RK was tasked with investigating the personnel implications of a centralised unit within the TUM working environment or hiring an independent consultant with fixed working hours.

Actions:
- IATUL Social Media Project (FCC)
- IATUL Office activities (and amalgamation of web management) (EC, RK, FCC, GE)

6. Projects
a. Review of IATUL Mandate and constitution
Following the discussions held in Cape Town, April, 2013, the draft constitution was presented for further discussion. It was agreed by the Board that recommendation be made to the GA that IATUL becomes – the International Association of University Libraries – effectively dropping the Science and Technology component – but retaining the acronym IATUL for historical and recognition value reasons. The draft constitution was adopted with minor modifications to be presented to the GA for approval.

The draft of Rules of the IATUL Board of Directors were presented and it was agreed that the set of rules should be modified and extended and that IG will coordinate those changes for finalization in Toulouse during the IATUL Seminar and Board meeting (October 2014).
The Board also received the draft Manifesto of the association and it was agreed that this should be changed to the Vision Statement

Actions:
- IG to coordinate rework the Rules of the IATUL Board of Directors
- Board to have one Skype meeting between conference and autumn meeting

b. Leadership Academy
It was noted that a successful Leadership academy was held for the South East Asian region. The total costs to the association included 18000 Euro for the development of the academy materials by experts at TUM.

The Board approved a request from Malaysia for a similar academy at the end of 2014 or early 2015. The participants will be drawn from about 20 universities in that country. It was agreed that there should be a minimum of 20 and not more than 25 participants for the academy and that the focus would be on Transformational Leadership. RK and EC will

take part in the academy, FCC to join them if time permits resp. to act as an advisor during preparation

It was also agreed that during the Hannover Conference a Directors' Leadership Forum for a day should be held. Ideally this will be held before the conference and that the IATUL Office will help in organizing the activity.

c. South America initiative
RK suggested that as a follow up to the initiative another workshop should be held in the region and he agreed to make follow up with the various contacts established thus far.

d. Africa
EC agreed to follow up on possible projects in Africa following the successful Cape Town Conference in 2013. He will identify specific needs and requirements as well as workshops and further services that can be offered in the region.

e. English Language Editing and Coaching Programme
It was noted that a paper will be presented during the Helsinki Conference. As with other IATUL activities, the editing programme is seen as a long-term initiative, the establishment of these services requiring further marketing efforts.

f. International Study programme
The criteria for the International Study programme was approved and calls for applications will made soon.

g. Wikipedia Editing Programme
APD is finalizing the concept paper and this will be circulated by August 2014 and discussed in Toulouse in October during the Board meeting.

h. Special interest groups
RK reported that the SIG IL was sending out regular reports on the IATUL website and will be publishing their survey results soon.

It was also agreed that IG would help find a new chair for the SIG LOQUM.
RK suggested that there should be new groups on the following:
- Library Building / Refurbishment / Architecture
- Leadership / Management
- Public Relations / Marketing
- Library Education and Training / Human Resources Development
- e-Research / Data Management
- Automation and User Services

i. **Regional Boards**

A progress report from the group in South East Asia was made by RK. The core of a Regional Group for South East Asia met for a kick-off in Krabi, Thailand, in February 2014. The colleagues from Thailand and Malaysia will set up an agenda to be presented to the IATUL Board of Directors.

j. **IATUL/UNESCO MOU**

The Board agreed to abandon the project.

k. **IATUL history**

It was noted that Paul Sheehan has started working on the history of the association and has set out questions to former members. The Board also noted that work on IATUL Archives is continuing with a priority list for digitization having been identified. His expenses (visits to IATUL Office, to former Board members, etc) will be covered by IATUL. His expenses (visit to IATUL Office, to former Board members, etc) will be covered by IATUL

7. **Prizes and Grants**

a. **Irmgard Lankenau Poster Prize**:

It was agreed that there should be three judges for the evaluation of posters and that they report back to the Board on their recommendations before the final prize is awarded at the end of each Annual Conference. A fixed set of criteria for judging the posters is to be developed and standardized for the future.

b. **MLIS grants**

It was agreed that the matter be deferred to the Toulouse meeting in October 2014.

8. **Financial report**

IP presented the financial report 2013. The Board was informed that €15 000 was transferred into the Investment account and that to-date the investment account stands at €142 190. The growth in the investment account is also attributed to the contributions by the last two conferences (Singapore €33 000 and Cape Town €5 500). The remainder of a total income of €61 000 in 2013 was received mainly from membership fees.

The budget realisation stood at €20 000 and the travel expenses were at €10 000 (for the Brazil initiative and the Leadership Academy in Thailand). A total of €3000 was spent as a contribution to the workshop held in Brazil.

IP indicated that the total budget for expenses for 2015 was projected at €80 000. The budget should also consider the current initiatives involving leadership academies, the International study Programme, ELECP, the president's ad hoc trips.

IP indicated that due to work circumstances she was not able to continue in the position of treasurer. GE agreed that she will take over the position as the association's treasurer starting in 2015.

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The Board agreed that the review of the membership fees should only be taken up further after the ratification of the new constitution.

The costs of running the IATUL Office were tabled. RK indicated that the current workload far exceed the paid hours and stands at 10 hours (or €9 600). He indicated that a further 10 hours (or €17 000) is required to run the office effectively. It was agreed that RK investigates then how to manage the needs of the IATUL Office either through a TUM secondment or a commercial hire.

9. **Membership report**
   EC presented the membership reporting reflecting a growth in new members from various countries. The membership now stands at 226. 9 new members were registered from the following countries:
   - Finland
   - Nigeria
   - Philippines
   - Australia (2)
   - Poland
   - Zimbabwe
   - Sweden

During the reporting period 4 cancellations were received and membership fees were still due from 39 institutions.

10. **Board membership and nominations**
    Two nominations were received for the Board membership to represent North America. And these were Erika Linke and Sharon Bostika. The Board approved the nomination of Sharon Bostika.

    It was agreed that a call for nominations should be made for representatives of the following regions:
    - Australia and New Zealand (to replace Imogen Garner who steps down at the end of 2014)
    - Northern and Eastern Europe (to replace Irma Pasanen who steps down as Treasurer and Board member at the end of 2014)
    - It was also agreed that the criteria for board nominations is based on the following
      o Regional representation
      o Candidate must be director of ordinary member library
      o One nominator – who is a Director of an Ordinary member of IATUL
      o Acceptance by the nominated candidate

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11. Conferences and autumn seminars

a. Autumn seminar
The Board agreed that change of name of "Autumn Seminar" should be finalized in Toulouse in October 2014.

b. IATUL Conference
The Board will consider establishing a standing Programme committee that will assist with the organization of annual conferences and that the current checklist is reviewed and include more detailed specifics on the role of committee. The structure of the conference should be reconsidered. This will help in clarifying roles between the IATUL Board and the local organizing committees.

c. 2014 Conference report
IP presented 2014 Conference report. A total of 179 delegates had registered for conference, 102 abstracts were received and 70 accepted (55 papers and 15 posters). The report also indicated that a total of 7 Sponsors had provided €23 000 towards the conference. Five Travel grants were made to recipients from the following countries:
- Albania (Hysa Besa)
- Philippines(Sagun, Karryl Kim)
- Zimbabwe (Zvakafa, Wilbert)
- Brazil (Lehmkuhl, Karyn)
- Iran (Zahedi, Zohreh)

d. Joint IATUL/ICSTI Workshop
APD will work on a suitable topic for the joint workshop in 2015 to be suggested to ICSTI.

e. Forthcoming conferences: 2015 / 2016
2015 Hannover: A report on the preparations will be given at the close of the Helsinki Conference. The Board agreed on recommending changes to the following title for the conference:
- **Strategic partnerships for Access and Discovery**

2016 The Board agreed that the conference will be held in Canada and that the final venue is still to be decided.

12. Any Other Business
RK reported that he had approached Karyn Lehmkuhl (USFC, Brazil) to prepare/write a journal article/report on the conference to be published internationally – as a part of marketing the new IATUL profile

13. Date, time and place of next Board meeting
The next Board meeting will be held in Toulouse, France on 7th October, 2014 at the library of Universitè Paul Sabatier, Toulouse III.