

# Minutes

## IATUL Board Meeting

### 22 November 2015

International Hotel Prague, Prague, Czech Republic, 9.00 - 16.00

#### **In Attendance**

- Reiner Kallenborn (RK) (President and Chair)
- Sharon Bostick (SB)
- Elisha Chiware (EC, minutes)
- Gwendolyn Ebbett (GE)
- Alena Ptak-Danchak (APD)
- JoAnne Sparks (JAS)
- Shirley Wong (SW)

For questions concerning minutes please contact  
Elisha Chiware, IATUL Secretary

## **1. Welcome and Apologies**

RK welcomed all Board members and incoming Board Members present to the meeting. Apologies were received from Howard Amos, incoming Board member.

## **2. Previous Minutes**

The Minutes of the Board Meeting held in Hanover, Germany on 5 & 7 July 2015 were approved and are uploaded onto Elgg. The Minutes of the IATUL Video Board Meeting held on 1 September 2015 were approved. RK suggested that EC should ensure that all Board meetings minutes be on the web timeously.

## **3. Matters Arising not elsewhere on the Agenda**

The Minutes of the General Assembly held in Hannover, Germany on 7 July 2015 were approved and will be uploaded on to the Website for the general membership.

## **4. IATUL Conference and Workshop matters**

### **2015 IATUL Conference in Hanover**

RK reported that the Financial report for Hannover Conference reflected a negative balance of -€45 000. The hosts TIB had provided a grant to cover the negative balance leaving a zero balance in the conference income.

It was noted that the conference expenditure in Hannover was very high and that the situation should be taken into account when re-working the Organisers Checklist for future conferences to ensure that there is some surplus from conferences.

RK reported that the proceedings of the Hannover conference will be handled by the IATUL Office and it was noted that in some instances some full text was missing. The Purdue server was temporarily not accessible and it was suggested to re-look at the arrangement of the conference proceedings being hosted by Purdue University. It was agreed that the Purdue proceedings should be mirrored on a server in the responsibility of the IATUL Office.

### **IATUL Annual Conference 2016 Halifax (5-9 June)**

GE reported on the progress of the IATUL Conference to be held in Halifax, Canada from 5 – 9 June, 2016. She also reported on ideas for study tour and entertainment, and that there will be 3 study groups on Wednesday visiting different places (delegates will be required to pre-select their choices of the study tour), all groups will start at the Halifax public library and at the end of the tours all groups will come together for dinner. The Opening Reception will be held at Dalhousie University on Sunday 5 June. On Tuesday 7 June delegates will be free in the evening. It was also suggested that the Board dine together on this day. And the final dinner for the conference will be held on Thursday 9 June.

GE also reported that the local organizing committee had agreed on financing some of the costs and that full details will be provided. The Board agreed that poster presentations should be cancelled for the 2016 and future conferences. It was also agreed that the template for the Website for future IATUL events to be standardised as a part of the new IATUL website.

GE reported that the keynote address at the conference opening session will be delivered by Dr. Gallos. The dates for call for papers and registration will be released in December 2015.

### **IATUL Seminar 2015, Prague**

The Board noted the good preparations for the IATUL Seminar being held in Prague and that both the hosts, the Czech Technical University in Prague's Central Library and Dr. Caroline Leiss from the IATUL SIG-IL had worked extremely hard to ensure the success of the seminar and that more than 50 people will be attending the seminar. It was also noted that some Board members were presenting papers and that the main aim of some seminars was to target library directors in the region. However the trend of late seemed to show that targeted library directors do not turn up for the seminars and that there was need to re-look the approach and consider other viable options.

### **IATUL Workshop 2016, Gandhinagar**

It was noted that a response was still pending from Gandhinagar for an IATUL workshop. It was agreed that the event be postponed but still remain on the agenda as India was seen as one of the important regions for growth of IATUL activities. It was further agreed that Board members with connections in India should use them to make inroads into the region.

### **IATUL Seminar 2016**

RK suggested that the 2016 IATUL Seminar be held in Bolzano, in place of Singapore and that the idea was to target French, Germany and Italian library directors for the Seminar on Library Cooperation. Bolzano might also be a candidate for the 2018 conference. Other possibilities were for 2018 were Vienna or Zurich and that final decisions should be made during the Board meetings in Dalhousie.

### **IATUL Conference 2017, Sydney Australia**

JAS reported that the IATUL Conference in Sydney will be hosted by Australian IATUL members and that no location had been decided on yet. Ideally the conference will be held in the CBD in Sydney. The suggested hosts include the Catholic University in Sydney, and University of Technology Sydney. The Board agreed that the dates for the conferences should be slotted sometime in late May or early June 2017. JAS suggested that the themes for the conference could be linked to Sky and Astronomy big data.

### **IATUL Workshops in Board member regions**

The Board agreed to consider the following regions: Singapore/Taipei/China (Shanghai)/Hong Kong/Kuala Lumpur/Hawaii/Munich/Middle East (Qatar, Dubai) for various IATUL workshops at the next board meeting.

### **Proposal on the Governance Structure and Organisation of future Annual Conferences**

It was agreed that the Working group (RK, PL, AK, GE, SB, SW) on the structure and organisation of future conferences, standing committees, workflows, decision structures, workgroups, sessions, review the checklist to include more specifics will be postponed until the website re-launch.

## 5. Governance and Board matters

The Board agreed on the Decision file as proposed by the IATUL Office to ensure proper documentation of key decisions as they tend to disappear.

The Board agreed on the current Board Member allowances structure and that future reviews will be done in accordance with the financial position of the association. It was also agreed that the Vice President be entitled to travel allowances.

**Action: IATUL Office and Treasurer to come up with structure for Travel Allowances after the issue of financial sustainability is solved.**

## 6. IATUL Office matters

RK reported on formal problems with new constitution/registration of IATUL in Germany, due to Irma Pasanen's resignation as Treasurer and that the situation has been worsened by her non-response to provide an original signed letter of resignation. The Board agreed that RK should provide the German Registration Office with an Affidavit confirming Irma's resignation.

RK reported that the current TUM / IATUL draft contract required by TUM Chancellor and announced at the last meeting was only available in German. He also reported that he will be meeting with the Chancellor to discuss arbitration matters and that the contract was likely to remain informal and that after 2022 (RK resignation as university librarian) matters would likely change.

The Board agreed that there should be some risk assessment done on the nature of the agreement/contract between IATUL and TUM to ensure that both parties are safeguarded.

## 7. Website and related matters

It was noted that the IATUL events websites archiving has been concluded and that IATUL archiving websites of previous seminars has also been concluded.

The Board noted work in progress for the new Website and a concept paper on the website re-launch had been circulated to Board members. It is hoped that the launch of the new website will be in the second half of 2016.

Suggestions on the IATUL logo modification were circulated and the approved one will be finalised at the next video meeting after suggested improvements have been incorporated.

## 8. Treasury

The Intermediate treasury report has been circulated to Board members. It was further agreed that the issue of the IATUL financial sustainability was urgent and that the new Treasurer SB and EC will draft a concept paper on how to improve the situation and in particular on how to approach and work with potential donors especially those in the corporate sector.

It was agreed that all Board members have a responsibility to follow up on outstanding membership dues in their regions as many members had not paid up their membership fees in

2014/5 financial year. At the time of reporting it was noted that income stood at €19 000 and expenditure at €76 000. It was also noted the current investments are decreasing and will run out at the end of 2017 if the financial position of the association has not improved by then.

A suggested template for following up outstanding membership fees will be circulated by the Secretary for all Board members to use.

**Action: SB and EC to work on draft concept on financial sustainability of the association.**

## **9. Membership Report (EC)**

EC reported on the Membership report and it was noted that 7 more new members and one from China have joined IATUL. 6 members had cancelled and it was also noted that the standard procedure was to cancel membership if members had not paid up their dues for three consecutive years.

## **10. Projects**

### **Joint IATUL /ICSTI project**

The Board noted that Tony Lewin the Executive Secretary of ICSTI has been following up on the proposed cooperation with IATUL. JAS was tasked at the last Board meeting in Hannover to liaise with Tony Lewin regarding the conceptualisation of a joint IATUL/ICSTI Research Data Management project. It was agreed that since JAS had not had enough time to deal with the issue, she writes to Tony informing him of a postponement of the proposed project and liaise with him once IATUL was clear on what it needs out of the possible cooperation.

### **IATUL History project**

The Board noted that Karl Hughes was in the process of re-writing both the short and long versions of the IATUL history. The short version will be made available to all members.

### **IATUL Editing Service**

It was reported that there is currently a marketing initiative to promote the service in libraries in South America, Asia, China and that a letter has been sent to Library Directors in China.

### **Potential analysis project**

The Board noted that the Oxford Consultancy Services had completed its work on analysis of members' views on the Association. Two surveys were carried out and only five responses were received from Board members out of 8. The results from the Library managers' survey will be sent to Board Members and some of the results will be taken up for future actions. These include: Data Curation/Data management/Open Access and User Training as key focus areas.

It was agreed that the results will be presented at Halifax at the GA by APD. The results response link will also be posted on the website and on IATUL-L.

## **Special Interest Groups (SIGs)**

### **SISG-Information Literacy**

An internal survey among current members of the group was conducted after the Hannover conference and the results will be published on the IATUL website. It was noted that only 6 members were remaining in the group and that the coordinator will approach other members to grow the membership.

### **Proposed workshops**

The Board noted that the following proposed workshops for 2016/17:

- Paññāsāstra University of Cambodia Library, Phnom Penh, Cambodia. The University Librarian would like to host an IATUL workshop in the future. They are interested in Training. IL training workshop. It was agreed that this should be linked with concrete sponsorship and that RK will respond with proposals.
- E-research support workshop in Australia as pre or post conference workshop during conference 2017.
- Almetrics international perspective – Singapore, Intermediate Workshop 2016: Board members to be present/ August/July 2016. Agreed that RK will get back to Choy at NTU soon.
- It was also agreed that skills based workshops as the opportunity arises on the following areas:
  - IL in e-research support
  - Management methods
  - Statistics
- Prospective events and structures
  - The Board agreed to keep these potential activities on the agenda:
    - Leadership Academy – keep open
    - Directors' summit / IATUL One World Forum- keep open
    - Proposed SIG
      - e-Research / Data Management
  - The Catholic University in Belgium – has money for infrastructure development/ wants to involve IATUL. RK to respond back to Frédéric Brodtkom.

## **11. Grants and Awards**

### **International Study Programme 2015-16**

The Board agreed to sponsor the two applications from Cape Peninsula University of Technology and the University of Western Australia for the 2016 International Study programme for amount of up to €2000 for each visit.

The Board agreed to proceed with the Fellow of the IATUL Board of Directors Award.

## **12. Any other business**

The Board agreed that RK should explore alternatives for document sharing. It was also agreed that as part of self-evaluation of board members there was need to improve communication and especially responding to e-mails and other communiqué.

## **13. Date and Time of the next (video) Board Meetings**

The Next Video Board meeting is scheduled for February 2016 and the dates will be decided and communicated to members.

The next Board meeting will be held on 5 June 2016, in Halifax, Canada.