

**IATUL Board Meeting
5 & 7 June 2016
Collaborative Health Education Building (CHEB), Dalhousie
University, Halifax, Canada**

1. In Attendance

- Sharon Bostick (SB)
- Elisha Chiware (EC, minutes)
- Gwendolyn Ebbett (GE)
- Anne Horn (AH, guest, incoming Board member)
- Reiner Kallenborn (RK)
- Shirley Wong (SW)

2. 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.

3. Previous Minutes

The Minutes of the Video Board Meeting held on 28 April 2016 were approved as a true record of the proceedings.

4. Matters Arising not elsewhere on the Agenda

There were no other matters added to the Agenda.

5. IATUL Conference and Workshop matters

2016 IATUL Conference, Halifax, Canada

GE gave an update report on the 2016 Annual Conference. It was noted that there were a total of 120 registrations including day registrations. The Board also noted that the usual benchmark for the Annual Conference is 170, however due to many other conferences including IFLA taking place in North America in 2016, the IATUL Conference was not able to attract sufficient numbers. GE also reported that despite the low numbers it was very likely that the conference was going to break even with a possibility of a profit of CAD10 000.00 that will be directed to IATUL (in agreement with the host, Dalhousie University).

GE also reported on the keynote speakers for the conference and that there was going to be a total of 51 plenary and parallel speakers. She also reported that the local organizing committee was in agreement with the IATUL Office to publish the proceedings in the form of an e-book (Annette Kiefer of the IATUL Office in charge). All the social functions have been set up with three different visits on Wednesday 8th June.

The Board acknowledged the work that has been done by both the local and international organizing committees in preparation of the conference. Special mention was also made of Ms. Michelle Charlton who was seconded by Dalhousie University to work with the local organizing committee. GE also reported that Ms Donna Bourne-Tyson was set to receive a special recognition from the City of Halifax for bringing the IATUL Conference to the city and province of Nova Scotia.

2017 IATUL Conference, Bolzano, Italy

Ms. Gerda Winkler, Head of Library of the Free University of Bozen-Bolzano, gave a report on the 2017 IATUL Annual Conference to be held in Italy. The conference will be held under the theme: Embedding Libraries: Service and Development in Context. This is

part of IATUL's mission on collaboration, and subtopics at the conference will include partnering with public health agencies, public libraries, health Information and development aid workers. EC will also pass on information to Gerda on the African Association of Health Information Workers (AHILA) in order to attract more participants from the Africa region.

It was agreed that the programme committee for the 2017 Conference will include:

- IATUL Office
- University of Bolzano members
- Gwen Ebbett, Reiner Kallenborn, Anne Horn.

Ms Winkler gave further information on the town of Bolzano, which is the provincial capital of South Tyrol and has a population of about 100 000 people and that the main campus of the university is in the centre of the town. The conference will take place at the university from 18th to 22nd June, 2017 and that prices will be moderate and that many students will be away on holiday and the town will be less crowded and cheaper and many locals will be off on holidays and that temperatures will range from 17°C to 26°C with some rain.

Ms. Winkler also presented on three possible Study Tours and final decisions will be made during the planning of the conference.

It was also noted that delegates will have to fly to Milan or Munich and get shuttle connections or trains to Bolzano Railway Station as there are no international airport in the town

2018 IATUL Conference candidates

RK reported that the possible candidates for the 2018 IATUL Conference were:

1. St Petersburg, Russia.
2. Greece
3. Istanbul
4. Asia (Hong Kong)
5. University of Porto, Portugal

Further discussions were required to finalise the hosts of 2018 and that there was need to set a deadline for the final decision.

Governance Structure and Organisation of future Annual Conferences and other events

The Board agreed that the future running of all IATUL events needs to be centralised to allow decisions to be made by the Board. Finalisation of the new approach will be effected after the re-launch of the website.

IATUL Seminar 2016 Bolzano, 24 – 25 October 2016

Ms. Gerda Winkler presented on the proposed IATUL Seminar to be held in Bozen-Bolzano, Italy from 24 to 25 October, 2016. The proposed discussion topic for the workshop is: Linking up - Cooperation Strategies in Academic Libraries. This topic is also seen as a pre- 2017 Annual Conference. Ms Winkler suggested that as a part of the workshop and to enhance cooperation with library clients, faculty will be invited to participate. Board members were asked to familiarise themselves with the mind map RK developed for discussions on the workshop and to send further suggestions to RK.

IATUL Focus Workshop Munich, Germany 23 – 25 November 2016

RK reported that an IATUL Workshop focusing on Bibliometrics: Foundations, Best Practice and Networking will be held at TUM and that member libraries are invited to participate in the two day event.

Focus Workshop Gandhinagar, India 1 – 3 December 2016

RK reported that a 2 days' workshop and 1 day Library Directors' Summit will be held in Gandhinagar, India, in collaboration with the Indian Institute of Technology, Gandhinagar (IITGN). IATUL has suggested a workshop on new technologies – but IITGN would like to focus on Creating & Delivering Library Research Support Services. The third day would

focus – in the form of a Library Directors Summit - needs of librarianship in the region. RK suggests that this workshop and the events in Cambodia and Abu Dhabi workshops scheduled for 2017 should be conceived and organised as a connected series of workshops. The following IATUL members would be at the workshop: RK and GE and possibly be joined by Howard Amos and Molly Tamarkin from KAUST in Saudi Arabia.

Focus Workshop and Directors' Summit in Phnom Penh

RK reported that the Workshop in Cambodia is scheduled to take place between March and April 2017. It was agreed that the following Board members will attend RK, EC, and GE and that there should be provision to cover some travel grants for local participants at €700 each. The workshop would focus on Library Directors and cover Strategic Library Management issues in Emerging Countries and other invited IATUL speakers to be decided

Directors' Summit Abu Dhabi

The planned workshop in Abu Dhabi is scheduled for August or September, 2017. The following Board members indicated that they can participate in the workshop: SB; SW; GE; EC and that the costs are intended to be covered through fund raising. The focus of the workshop would be on Strategic Management and Demonstrating Value. In further discussions with Molly Tarmarkin it was agreed that that the workshop should focus on Open Access and Open Repositories and that it should be a practical experience for participants. It was also agreed that for it to have the right impact presenters from the region, especially Israel should be involved in the facilitation.

2017 IATUL Seminar and Directors' Summit, Windhoek, Namibia

EC reported that he had approached the Namibia University of Science and Technology to host the 2017 IATUL Seminar and the summit for African Library Directors. It was agreed that further discussions will be held between RK, EC and Judy Grobler the University Librarian at NUST.

6. Board matters

Changes to the Constitution

The Board noted some of the requirements from the German Court of Registrations in Munich with regard the registration of the Association in Germany that should be included in the Constitution. These include conducting business lawfully and following the procedures for example on termination of Board membership or termination of ordinary and associate membership

The other changes effected into the Constitution include the Appointment of New Board members' procedures. According to German Law the General Assembly approves the Executive (President, Vice-President, Secretary, and Treasurer) only. Hence in future the General Assembly will decide on who takes the positions in the Executive and this will be part of Article 9a in the Constitution. Non-Executive Board members will be appointed by the acting Board alone.

New incoming Board members

The Board noted new incoming members as follows:

- Anne Horn (Sheffield University, UK)
- Howard Amos (University of Otago, NZ)

Board Decisions file and to do list file

It was agreed that we continue to maintain a decision file – so that we do not forget the issues agreed at Board meetings as well as a to do list file, and that these files will be available in Sync & Share and Board members are urged to look regularly on these files.

7. Website and related matters

A report on the website was tabled. The Board noted that there were no major changes from the previous report. It was also reported that the new website was likely to be launched in October 2016.

The Board agreed to thank AUT Library, especially Gillian Barthorpe for IATUL website administration over many years in the past.

It was also agreed that future conference websites be based on a standard IATUL Conferences template – to which hosts will only add content.

8. Treasury

RK gave an updated Treasury report on the finances of the association. It was noted that the current assets are at €93 191.00. The income received from membership fees for the reporting period was €19 08.00 instead of a projected income of about €40 000 (as half of the registered members have not paid up yet). There were no royalties received (metadata of IATUL proceedings as part of a commercial database – paid for by Ebsco). Funds in the checking account amount to a total of €9 558 and the MLP funds are at €83 635.00.

The Board noted that three Travels Grants were approved for the 2016 IATUL Annual Conference.

A 2017 Budget Planning report and forecast was presented and will be presented to the General Assembly for approval. New items on the 2017 budget include €20 000 to be paid to a fund raising agency that will assist the association with generating additional resources. The Board agreed to maintain the travel expenses for executive and non-executive Board members at the 2016 levels and it was also agreed that a further review will be undertaken in Bolzano with a view of consolidating all travel expenses into one account.

Fundraising initiative

RK reported on the fund raising initiative in order to raise more income to fund the various activities of the association. He also reported on the engagement between IATUL and Zielgenau, a fund raising agency based in Darmstadt, Germany, and on the commencement of an agency agreement on 1 July 2016.

It was further agreed that, Ms Miriam Wagner-Long, the CEO of Zielgenau should be invited to an IATUL Video Board meeting in order for all Board members to get first-hand information on their ideas/approaches to fund raising for IATUL. RK also reported that the first targets for the fund raising initiatives would be the two workshops in Gandhinagar and Phnom Penh.

It was noted that there was already a committed donor for the Abu Dhabi workshop.

It was further noted that all fund raising has to be connected to specific projects hence we have to re-think our strategies and especially through the following:

- More specific IATUL mission and strategy
- Develop precise requirements for local hosts of conferences and workshops
 - centralisation of decisions in the IATUL Office and IATUL Board
 - formal contracts with conference hosts
- Financing IATUL Office through projects' overhead rate e.g. 20% fund raising funds goes to IATUL Office.

9. Membership

EC gave an updated report on membership and it was noted that the current membership stands at 234 members in 2016 compared to 230 in 2015.

10. Projects

IATUL History project

The Board noted that the final short version of the IATUL History will be placed on the IATUL website. To finalise the draft version, all Board members are urged to read the review the existing paper and send suggestions to RK.

Special Interest Groups (SIGs)

It was noted that most SIGs had stopped and only the Information Literacy group remains. It was suggested that GE approach Donna Bourne-Tyson and one other person on the possibilities of coordinating an eResearch SIG. The other areas that could also be considered for SIGs include:

- Library Building / Refurbishment / Architecture
- Leadership / Management
- Public Relations / Marketing
- Library Education and Training / Human Resources Development
- Automation and User Services
- Metrics

Oxford Students' Consultancy project: no report was received and a brief summary provided by Pia was tabled and it was agreed to work out a version for the web to enable the utilisation of results

The Board agreed to ask former Board member Louise Houle to get in touch with Frédéric Brodkom from Louvain, Belgium, on a formerly suggested joint IATUL/UCL project promoting librarianship in French speaking developing countries especially in Africa.

11. Grants and Awards

Travel Grants 2016

The Board noted the following grant recipients for 2016:

- Ms. Jiselle Alleyne, Campus Librarian, College of the Bahamas (no 2016 conference attendance, i.e. grant withdrawn)
- Ms Vrushali Dandawate, Library Director, AISSMS College of engineering, India
- Dr. Eliz State Nassali, Senior Librarian, Makerere University, Uganda

International Study Programme 2015

It was noted that Ms. Karin, Lehmkuhl from Florianopolis had been approved for an International Study Programme and had visited TUM but has not submitted any claims for the visit, neither delivered any report

It was noted that Ms. Lenka, Nemeckova from Prague had withdrawn from the Programme due to further studies.

International Study Programme 2016

The following application is granted, study starting July 2016: Alissa Sputore from UWA, Library, Perth, Australia.

12. Any other business

There was no other business to consider for the day.

13. Date and Time of the next Board Meetings

The following dates were noted

- Video Meeting – TBA by IATUL Office
- Board Meeting, Bolzano, Italy will be held on October, 23rd 2016.