IATUL BOARD MEETING
7 November, 2012
Bangkok, Thailand

PRESENT
Ainslie Dewe (AD) **Chair**
Elisha Chiware (EC) **Secretary**
Irma Pasanen (IP) **Treasurer**
Choy Fatt Cheong (CFC)
Marek Gorski (MG)
Louise Houle (LH)
Reiner Kallenborn (RK)
Imogen Garner (IG)
Alena Ptak-Danchak (APD)

1. Apologies
Apologies were received from Jim Mullins who is currently recovering from an operation. The Board wished him well in his recovery.

2. Minutes of the Board meetings held in Singapore June3 and 5, 2012
The minutes of the Board meeting held in Singapore on June 3 and 5, 2012 were approved as a true record.

3. Matters arising not elsewhere on the Agenda
The Board acknowledged the work that is being done by Regina in the IATUL office especially the collating of the Board meeting papers onto one platform for easy access by members.

It was agreed that the Web manager will continue to liaise with the President in authorising and making changes to the content on the website. And all Board members were urged to observe this communication protocol concerning the website.

APD pointed out that there were some papers from previous conferences missing from the website. It was agreed that EC should follow up on the issue and see how they can be digitized and sent to Purdue. **(Action EC)**

4. Actions not on the agenda
The Board was briefed on the preparations of the Workshop that was being held in Bangkok in (8-9 November, 2012) conjunction with Thammasat University Libraries. It was noted that the Board will continue in future to identify regions where there is need to promote the association and work closely with regional networks in order to attract new members. South America was identified as a region that needs to be pursued.
APD pointed out that there were many new organizations dealing with science and technology issues and that IATUL needs to identify areas that it can do differently for its members.
It was agreed that portfolio reports by Board members will now be more formal and that before next board meetings members should provide written reports on their regions **(Action – All)**

Discussions were held on the possibility of expanding Board activities through subcommittees and it was agreed that the matter will be considered during the Cape Town meeting.

AD indicated that she was willing to remain on the Board for coming year as the immediate past President.

5. Minutes of the 2012 General Assembly
The minutes of the General Assembly held in Singapore on 4 June 2012 were approved as a true record.

6. Website and related matters Report
The website report was presented. The IATUL Alert continues to be sent to subscribers and posted to the iatul-l listserv monthly. Most of the Board members' photos have now been added to the Board members page and links have been provided to the 2012 conference papers and 2013 conference website. It was also noted that spaces have been created for the special interest groups on Quality Management and Information Literacy. The Board agreed to proposal to fund the additional new sections on special interests groups and the costs are projected to be between US$1 080 and $ 1620 for work done over 8 to 12 hours.

It was agreed that the incoming President will advise Gill on the Board's decisions and confirm her continued role as the Web Manager and that the Elgg platform will remain the working space for Board and IATUL members and the Web is the association's communication vehicle. **(Action RK)**

7. Strategic Plan
The Strategic Plan document was approved and it was agreed that it should be uploaded onto the website with the following minor changes**. (Action – EC/AD)**
- Aim 1 and Aim 4 to be reversed i.e. the first aim will be Value to Members and the fourth will be Collaboration
  - the Draft watermark to be removed
  - Last line to be "Approved by IATUL Board 7 November 2012"

 The current statuses of the aims within the strategic plan were discussed and these are outlined in the table at the end of the minutes **(Annex 1 - IATUL Strategic Plan: Current Status)**

8. Task Force Report
RK presented the latest report on the Task Force activities. It was agreed that a mechanism should be set up to get feedback from the special interest groups.

The proposed IATUL Leadership Academy was discussed at length and it was agreed that a survey on leadership needs of science and technology librarians should be conducted among members as to what type of academy should be run. The Board agreed that a fresh proposal will then be drawn up and it was further agreed that expertise at TUM should lead the development of the academy including the initial user survey. IATUL will provide the funding for the survey and subsequent development of the course. **(Action – RK)**

Other areas that were discussed under the Task Force report were staff exchange possibilities among member libraries and exploring possibilities of cooperation with UNESCO in its science

and technology programmes. The incoming President will approach UNESCO on the matter.
(Action - RK)

9. Financial Report
IP presented the financial report. The report reflects a total of €22, 029 earned as income for 2012. The assets as of November 2012 stood at €142, 213.

The proposed budget for 2013 was presented: the projected expenses for 2013 are proposed at €64, 990 and these include: periodic expenses, non-recurrent expenses, travel expenses to conferences by Board members, conference expenses and new expenses line for items for the Task Force. Another new item added to the 2013 budget is for the maintenance of the Board's communication platform (Elgg) for a total of €3, 200.

It was further emphasized that there is need to find activities that could be funded through the Reserve fund in order to protect the charitable status of the association.

10. Membership
EC presented the membership report. It was noted that since June 2012, five new members had joined the association. They include libraries in India, South East Asia, Africa and the USA. Two members from the USA and Turkey cancelled their membership. The current membership breakdown is as follows:
- **Current member – 219**
- **Band 1 – 164**
- **Band 2 – 42**
- **Honorary – 11**
- **Sustaining - 2**

Board members continued to play an important role in following up on members whose fees are due or are indicating cancellations of their memberships.

11. Proposed changes to the constitution
The Board recommended the following changes be made to the constitution pending approval by the General Assembly in Cape Town in 2013:

4. Membership
The Board of Directors of IATUL (vide infra, para. 6) shall be empowered to admit individuals or institutions to the following categories of membership, as appropriate:

(a) Ordinary Membership
available to university libraries/information services of institutions which offer masters or doctoral degrees in engineering, science or technology.

(b) Associate Membership
available, subject to confirmation by the Board, to libraries/information services interested in supporting the aims and objectives of IATUL.

Proposed changes:
Categories (a) and (b) shall pay the regular annual dues of the Association and only Category (a) members shall have the right to vote on all questions remitted to the membership ad hoc or by the present Constitution or by rules drafted by the Board in extension or interpretation of these Articles and approved by the membership.

12. **Board membership and nominations**
AD thanked all the outgoing Board members: Louis, Marek and herself. The Board acknowledged their contributions to IATUL during their terms.
The current Board will be made up of the following members:

Reiner Kallenborn – President
Elisha Chiware - Secretary
Irma Pasanen – Treasurer
Choy Fatt Cheong – member
Gwendolyn Ebbett- member
Imogen Garner – member
Alena Ptak-Danchak – member
James Mullins – member
Ainslie Dewe – Immediate Past President (retired, non-voting member)

Concerns were raised about the non representation South American libraries in the association. APD promised to make follow ups with personal contacts that she has in the region. **(Action APD)**

The Board made note of the growing research funding and output in Brazil and that South America is a region in which IATUL should have a strong representation.

The Board deliberated on the membership of Associate members and it was agreed that their membership could be terminated if it was demonstrated that the company or its representative's activities were not in line with the aims and objectives of IATUL. The incoming President RK will inform any Associate member of the Board's decision in this regard. (Action – Board – deliberate on differentiation of membership within IATUL)

13. Conferences
CFC made a report on the Singapore conference: the conference was attended by 185 delegates. The conference realized a net profit of SGD$ 107, 128.27 an equivalent of €67, 682. These proceeds will be shared equally between IATUL and Nanyang Technological University Library **and IATUL will receive €30,300 after deduction of conference fess for officials of IATUL Board and the travel grant subsidy of €5 000.** The Board once again acknowledged the successful conference held in Singapore and the huge contributions it has made to IATUL's reserves.

EC made a report on the 2013 conference; the preliminary programme and budget were presented to the Board.

The LOC of IATUL 2013 requested IATUL to fund a Post IATUL Conference Workshop on: Statistics for Academic Libraries. The Board approved the request of €4, 600. Two consultants from Australia and Norway have been identified to run the workshop on 19th April, 2013.

The 2013 autumn Board meeting will be held in Oxford, England and APD indicated that it will be towards the end of October with the Board meeting scheduled for the Thursday 31 October and a Seminar on Open e-Science on the Friday 1 November.

The next conferences will be held in Helsinki in 2014 and Hannover in 2015.

Future Conference organisers were advised to take note of the changes to the CHECKLIST FOR CONFERENCE ORGANIZERS especially the section on financial reporting.

14. Portfolio reports
It was agreed that Board members will now be required to provide written reports to the Board on their regions. The representations of the regions are as follows:
- Europe (General) - RK
- Scandinavia and Nordic countries -IP
- Australia and New Zealand - IG
- India/ N Asia CFC
- Canada - GE
- Middle East and Africa - EC
- USA - JM
- Ireland/UK - APD

15. Date, time and place of next Board meeting
The next Board meeting will be held on 14 April, 2012 at 10.00am in Cape Town, South Africa at the Cape Peninsula University of Technology Library.

Consolidated Action Checklist – 30th November 2012 – 13th April 2013

Action	Responsibility	Due Date
1. Board members to provide written reports on their portfolios/regions to Board meetings	All	Every Board meeting
2. Inform Gill about Board's decisions on web matters	RK	
3. Sent final Strategic Plan doc to Gill for website upload	EC	
4. Approach TUM to provide expertise in developing and running user survey on IATUL Leadership Academy	RK	
5. Contact UNESCO for possible linkages on funding and other collaborations with IATUL	RK	
6. Follow up on South American contacts	APD	By next Board meeting
7. More in-depth discussions on membership differentiation	All	Next Board meeting

Annex 1

IATUL Strategic Plan: Current Status

Aims	Current status
1. Collaboration	
a. Links with IFLA	Ongoing
b. Links with ICSTI	Ongoing
c. Regional network in South East Asia	Ongoing
d. Links with international funding authorities	RK to approach UNESCO
2. Communication and advocacy	
a. Annual conferences in suitable locations to attract membership and international cooperation	Ongoing
b. Seminars in conjunction with one Board meeting	Ongoing
c. Leadership academy	In progress
d. Use of website as means of communication	Ongoing
e. Supplementary communication platform for special interest groups	Ongoing
f. Establish and support **interest groups**	Ongoing
3. Project development	
a. Establish and fund Task Force	Established
b. Task Force report back to Board	Ongoing
c. Proposals for in-depth studies on approved topics	Yet to be done
d. Encourage members to organize activities at local level	Yet to be done
e. Analysis of IATUL as a global association	Yet to be done
4. Value to members	
a. Board members take up regional portfolios	Agreed at BM
b. Encourage dialogue between Board and regional library representatives	Ongoing
c. Populate Repository at Purdue University	Ongoing
d. Support and sponsor MLIS theses on relevant issues	Yet to be done
e. Surveys of members' needs	To start soon
f. Library twinning arrangements	Promote further
g. Financial viability	Ongoing