

IATUL BOARD MEETING

Sunday 15 November 2009 at 9.30 am
Park Hotel, Hong Kong

MINUTES

PRESENT

Maria Heijne (MH) **Chair**
Ainslie Dewe (AD)
Louis Houle (LH)
Reiner Kallenborn (RK) (**Treasurer**)
Marek Gorski (MG)
Choy Fatt Cheong (CFC)

1. Apologies and introductions

Apologies: Paul Sheehan (PS) Secretary, Arja-Riitta Haarala (A-RH), James Mullins (JM),
Sohair Wastawy (SW)

The Board began by expressing sadness at the passing of Paul Sheehan's wife, Denise, with a few moments silence. Denise had been a regular attendee at IATUL conferences and was well known to, and respected by us all.

Choy was welcomed to his first Board meeting

2. Minutes of the Board meetings held in Leuven on 31 May and 2 June 2009

It was noted that Sohair Wastawy had agreed to be the IATUL representative at IFLA

Action: Request a report on IFLA from SW

3. Matters arising not elsewhere on the Agenda

None

4. Actions not on the agenda

None

5. Minutes of the 2009 General Assembly

Noted

6. Website and related matters Report (GB)

The issue of metadata for IATUL papers was discussed

Action: Ask Gill whether it was DOAJ record that was proposed or metadata for each paper. Could a proposal be prepared for the Board with costs? (AD)

It was noted that in the 'View by country' web pages some countries no longer have members. Some country names need changing.

Action: RK will advise GB of the changes required

It was suggested that as the IATUL fee is related to the UNESCO scale, the website could indicate the ranges in the official UNESCO scale so that potential members could see how

much their fee would be. Following further discussion it was agreed that a link to the UNESCO site would be preferable to trying to keep the IATUL site up to date with changes.

The prompt response to the name change on the website was commended. However there are follow up changes required to the constitution with regard to the French and German translation. It was agreed that these should not be included in the Constitution. Discussion about translation of the name into other languages concluded that this would be difficult to administer. The official language is English so the English version should be sufficient.

Action: It is recommended that at the next General Assembly, a change to the Constitution is proposed to remove the current French and German translations from the Constitution but these could appear as general information on the website.

It was noted that proposed changes to the Constitution should be publicised to members before the General Assembly

Action: Provide translation in French (LH) and German (RK)

There was a question about the use of the link to the ICSTI updates.

Action: Ask GB if data is available on links to the ICSTI weekly updates?

7. Financial Report (RK)

RK reported that:

Income: Interest rate was lower than budgeted. Interest on Bonds funds increased

A profit balance is predicted for Leuven conference but the amount not yet confirmed

Action: EBSCO royalties to be transferred to Munich (MH)

Expenditure: Below budget

Action: Board members to invoice IATUL as soon as possible for EURO700 towards Hong Kong expenses. Please send evidence of expenses

RK has a list of members who have not yet paid

Action: RK to send list to Board members to follow up and RK will also send reminders to those members

8. Membership

a) Report (PS)

b) Targeted membership drive

There was discussion about eligibility for membership/associate membership and the need to not weaken the IATUL brand. Where applicants do not meet the criteria of “university libraries/information services of institutions which offer masters or doctoral degrees in engineering, science or technology” they may be offered Associate membership

9. Conferences

a) 2009 Conference outcomes and evaluation (L Holans)

Awaiting report from Leuven

b) 2010 Conference report and Budget (JM)

Conference report received from Jim Mullins

c) Forthcoming Conferences – 2011, 2012

2011 Warsaw 29 May – 2 June Proposed theme: Staff development

Action: RK offered to also be a Board contact for the 2011 conference

2012 Singapore

2013 Proposal received from Gulcin Cribb, Istanbul

Action: MH to follow up on Finland's intentions for 2013 before responding to Gulcin

d) Travel Grant Programme

10. Autumn Board meeting and seminar

a) Hong Kong 2009

It was agreed that the seminar was very well organised with record number of attendees. It has raised profile of IATUL in the region

b) 2010

Possibilities include Finland? Germany? India?

Action: to be decided after checking with Finland

11. IATUL development and promotion (MH/LH)

Survey gives good background to areas for development. The value of personal contact was emphasised. It was suggested that the Board could prepare a strategic plan. As a first step we need to distribute relevant previous documents and use these to identify future actions.

Action: Investigate possibility of a marketing person in an IATUL Library to coordinate a strategic planning process for discussion and confirmation at the Board meeting in Purdue (AD)

Action: Provide previous papers (RK, PS) Survey (LH)

IATUL-L

Following the cessation of Murray Shepherd's input it was decided that we should still keep the list going for IATUL communication to and between members, even though the posts will be far less numerous

Action: MH to thank Murray Shepherd for his valuable contribution over the years

12. Presidency and Board Membership (MH, AD)

a) New President

The Board approved the following nominations:

President Ainslie Dewe from 1.1.2010 (MH standing down at end of 2009 due to personal circumstances)

Immediate Past President: Maria Heijne

Secretary: Paul Sheehan

Treasurer: Reiner Kallenborn

b) New Board Members.

There is a desire to seek more involvement from South American members

Action: President to ask Jim Mullins to approach any South American Library Directors he can identify, to attend the 2010 conference (MH)

c) Outgoing Board Members

There was some uncertainty about the term of current Board members

Action: PS to provide term of current members

13. Projects

- a) Cross Border Project (MG)
- b) Twinning initiative (RK)
- c) Special Interest Group Program (SW)

There is interest in all these projects but they are hampered by a lack of time.

- d) IATUL Expert database (MH)

RK demonstrated prototype database. Other options are to use LinkedIn, Face Book
It was agreed that the data should be open

Action: RK to send url and ask for feedback

14. Portfolio reports

- ? South America and Spain
- A-RH Europe (General)/ Scandinavia
- MH Netherlands/China
- AD Asia Pacific
- CFC India/ N Asia
- LH Canada
- SW Middle East
- RK Germany
- JM USA
- PS Ireland/UK/France

Revised areas

- ? South America and Spain
- TH Europe (General)/ Scandinavia
- MH Netherlands
- AD Australia/New Zealand
- CFC India/ Asia
- LH Canada
- SW Middle East
- RK Germany
- JM USA
- PS Ireland/UK/France

15. A O B

ICSTI representation – we need to consider a replacement for MH. Perhaps the Board member closest to where the meetings are held

16. Date, time and place of next Board meeting

Purdue University 20 June 2010

The Board thanked Maria for her wonderful Presidency of IATUL. Carried with acclamation

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Actions

2. **(Minutes)** Request a report on IFLA from SW

6. **(Website)**

Ask Gill whether it was DOAJ record that was proposed or metadata for each paper. Could a proposal be prepared for the Board with costs? (AD)

RK will advise GB of the changes required

It is recommended that at the next General Assembly, a change to the Constitution is proposed to remove the current French and German translations from the Constitution but these could appear as general information on the website.

Proposed wording:

Article 1 of the Constitution to be amended to read as follows:

The Association shall be known as the INTERNATIONAL ASSOCIATION OF SCIENTIFIC AND TECHNOLOGICAL UNIVERSITY LIBRARIES. The English language is its official medium of communication. The official abbreviation of the name of the Association for all purposes and in all languages, shall be IATUL. IATUL is a non-profit institution.

Provide translation in French (LH) and German (RK)

Ask GB if data is available on links to the ICSTI weekly updates?

7. **(Financial)**

EBSCO royalties to be transferred to Munich (MH)

Board members to invoice IATUL as soon as possible for EURO700 towards Hong Kong expenses. Please send evidence of expenses

RK to send list to Board members to follow up and RK will also send reminders to those members

9. **(Conferences)**

RK offered to also be a Board contact for the 2011 conference

MH to follow up on Finland's intentions for 2013 before responding to Gulcin

10. **(Seminar 2010)**

To be decided after checking with Finland

11. **(Development and promotion)**

Investigate possibility of a marketing person in an IATUL Library to coordinate a strategic planning process for discussion and confirmation at the Board meeting in Purdue (AD)

Provide previous papers (RK, PS) Survey (LH)

MH to thank Murray Shepherd for his valuable contribution over the years

12 **(Board membership)**

President to ask Jim Mullins to approach any South American Library Directors he can identify, to attend the 2010 conference (MH)

PS to provide term of current members

13 (Projects – expert database)
RK to send url and ask for feedback