



IFLA DIVISION III SKYPE MEETING
14 OCTOBER 2015
20:00 GMT – 21:00 GMT

Meeting Notes:

Attendees: Viviana Quiñones, Adjoa Boateng, Misako Nomura, Lars G. Svensson, Najwa Hendrickse, Annie Everall

1. Action Plans 2015-2016

VQ reminded Officers of the following:

Before October 30th:

Write the Action Plan and send it to Joanne Yeomans with a copy to Viviana Quiñones. All information and the template are at <http://www.ifla.org/node/9878> Please write to Joanne if you have questions.

Action: Write and submit Action Plans before 30th October (ALL)

2. Comments on Strategic Plan and Key Initiatives

VQ reminded Officers of the following:

Before October 30th:

Send to Joanne any comments you may have on the draft and the summary of the new IFLA Strategic Plan and Key Initiatives. She will collate all comments and make them available to the Professional Committee.

NH - explained that some projects being discussed.

LS – None currently

AE - the current extends into 2016

VQ – explained that Libraries Services to People with Special Needs section have been working on Guidelines for Homeless people.

Action: Submit to Joanne any comments before 30th October (ALL)

3. Project Funding Forms for 2016

VQ reminded Officers of the following:

Before October 30th:

Fill in and send forms requesting funds for projects (the Call for projects will be launched early October)

Action: Fill in and send forms requesting funds for projects before October 30th

4. Sections' and SIGs Web pages; Division III Web pages

VQ asked for agreement that Division III minutes should be placed on to Division III webpages. Discussion was had about current changes being implemented by HQ which are affecting changes/updates made by Information coordinators.

**Action: VQ to write to HQ for clarification on ongoing/future website strategy.
AB to update Division III pages once clarification received**

5. Programme Proposals for Columbus, Ohio

VQ reminded Officers of the following:

Before November 10th:

Fill in the [web-form](#) with your Programme Proposals for Columbus, Ohio.

SIGs must use this other web-form [web-form](#)

Action: VQ to book slot for Division III meeting

Action: Fill in the web-form with your Programme Proposals for Columbus, Ohio.

SIGs must use the web-form (ALL – links above)

6. Collaboration among the Division Sections and SIGs

NH - Reference and Information Services working on theme around Connection of Reference Librarians to the wider community. Topics including yet not limited to: Changes to the working? environment and User groups

AB – Library Services to Multicultural Populations current working on a proposal for a workshop at an institution external to WLIC and a session – topic/theme is yet to be decided.

LS - spoke about collaboration with Audio visual and Cataloguing with training on session.

The section will discuss further and decide this month on a topic.

VQ – suggested discussion around the revision of the Guidelines for Children's Library Services.

AE – suggested further discussion around Literacy matters – Trends and impact/needs – with possible collaboration with other Sections such as Library Services to Multicultural populations

7. Annual Reports 2015

VQ reminded Officers that Annual reports were now calendar year. Discussion was had about the change from Congress to Congress. Some sections had already presented Annual Reports at Cape Town. It was suggested that the remaining calendar year activities be added to allow for report to be Jan 2015- Dec 2015.

For further information and guidance Officers can see the following URL:

<http://www.ifla.org/officers-corner/annual-reports>

Action: Officers to send Annual Reports to VQ by 31st December 2015

8. Sections' and SIGs' skill registers

LS explained that the IT section has developed a Skills Register to inform colleagues external to the IT section of specialist knowledge/skills available e.g. Preservation, Digital analysis and other technical areas. The suggestion was made for all sections to create a similar Skill register which could be distributed to colleagues external to their sections.

The officer's mailing list was discussed as the tool for distribution. To clarify what sort of information should be included and allow for further consideration it was agreed that Officers should see the current list and provide feedback

Action: These minutes should be sent with Skills Register attached VQ/AB

9. Midyear meetings 2016

AB – Lib Services to Mculpt will be meeting in New Zealand

MN- Lib Services to People with Special Needs will be meeting in Berlin

NH - Ref and Info Services will meet in Egypt and will use Skype for SC members unable to attend

AE – Lit and Reading will have regular Skypes rather than physical meeting

LS – IT No physical meeting planned as effective correspondence through Online, email and use of polls for decision making

VQ – Children section will be meeting in Oslo

10. Any other business

MN requested if Colleagues in Division III could send her examples of Library services to the homeless. VQ suggested activities in Calais. AE will provide an update from a speaker who will present their experience at a conference that AE will be attending in November.

Action: Division III officers to send MN any relevant examples (ALL)

Technical Note: Skype limited attendees therefore the following were unable to join: Emmanuelle Bermès, Christine Brown, Ingrid Bon, Anders Cato, Sharon Mader, Mary Augusta Thomas.

Local times at least three time zones will be provided for future Skype calls.

Adjoa Boateng apologies and has been advised by Microsoft that in future any Group caller facilitating the meeting should use a Windows Laptop or Desktop