



Minutes

IFLA Library Services to Multicultural Populations Standing Committee	
Date:	Thursday 25 February 2016
Time:	0920-1700
Venue/Location:	Te Puna Mātauranga o Aotearoa National Library of New Zealand Corner Molesworth & Aitken Street Wellington, New Zealand
Type of meeting:	Mid Year Meeting coordinated by Te Paea Paringatai. Special thanks to: <ul style="list-style-type: none">• Te Rōpū Whakahau (National Association for Māori in Culture, Knowledge & Information)• LIANZA (Library & Information Association of New Zealand Aotearoa)• National Library of New Zealand
Chair:	Jack Leong
Note taker:	Te Paea Paringatai
Present:	Jack Leong (Section Chair), Adjoa Boateng (Information Coordinator), Te Paea Paringatai (Outgoing Secretary), Alireza Afshari, Siri Tidemann-Andersen, Yasuko Hirata, Mathilde Servet, Stephen Stratton, Tess Tobin.
Apologies:	Guido Jansen, Anita Basak, Ann-Katrin Ursberg, Christiana Ikeogu, Fred Gitner, Kenji Murakami, Mary Grace Flaherty, Suela Jorgaqi, Susan Schnuer, Susy Tastesen, Vickery Bowles (Editor MCULTP Newsletter)
In attendance:	<ul style="list-style-type: none">• Cellia Joe-Olsen (Acting Secretary, IM) – Contributor, Co-organiser for mid-year meeting.• Taitu Lemessa (Wellington City Libraries) – Observer.• Winston Roberts (Asia & Oceania Regional Section) – 10 mins promotion for open session and call for papers.
Appendices:	<ol style="list-style-type: none">1. Agenda2. Mid-year programme3. Work schedule Mar15 to Mar164. Call for papers – Asia & Oceania regional section

Welcome from Corin Haines (Manager Services to Public Libraries, National Library)

Corin Haines welcomed the group to New Zealand and the National Library of Library of New Zealand. Corin also touched on the work of MCULTP and how this influences practice in New Zealand. This was supported by staff of the National Library and in keeping with Māori cultural practice, concluded with a waiata (song).

Jack responded on behalf of MCULTP and was supported by the committee with a waiata lead by Te Paea.

1. Welcome

Jack Leong welcomed members to the mid-year meeting.

2. Round table – Introduction and sharing of projects/work

Each person took the time to introduce themselves and also included a brief update on a project, passion or piece of work they have undertaken in the last year. This session was received warmly

by members, which provided a broad range of information relevant to each country and institution represented around the table.

3. Document check

Completed. NB: documents emailed to members prior to meeting. For those who need copies, please let Te Paea or Jack know.

- Work schedule
- Minutes of last meeting
- Agenda
- Mid-year programme

4. Chair's report (Jack)

Vickery emailed this through to the Standing Committee last night. The newsletter is looking great with excellent contributions from members.

Encourage all members to peer review the newsletter and send any feedback/edits regarding format/layout/content to Vickery or Jack so edits/changes can be made prior to wider circulation, and the quality and accuracy of the newsletter is maintained.

[Break at 10.20am for morning tea and time to read newsletter]

[Meeting resumed]

Jack invited questions from members on any topic/chair's report.

5. Secretary report (Te Paea)

5.1. The minutes were reviewed with no amendments required.

5.2. Jack thanked Te Paea for her contribution as Secretary and continuing on as Secretary for this mid-year meeting where we will seek to appoint a new secretary. Te Paea has another official IFLA role as Acting Chair for the Indigenous Matters Section.

Motion:

The minutes from the Section Standing Committee Annual Meeting in Cape Town, South Africa, were approved.

*Moved: Tess Tobin Seconded: Adjoa Boateng **CARRIED***

Action Items	Person Responsible	Date Due
No amendments to the minutes	n/a	n/a

6. Financial report (Jack and Tess)

6.1. **Bank account for Section**

Jack informed group that approval has been granted from IFLA to arrange for a mechanism to deposit money to IFLA bank account for MCULTP business (income and expenditure).

Will need to quote the bank account number for any transactions. This is a formal account and one that may only be available for invoiced transactions such as sponsorship, project costs etc. More information is required so we know requirements.

6.2. **Projects**

No projects submitted for IFLA funding in 2016. Agreed to plan ahead and seek funding in the next round. This could potentially be the 'Case Study' project that has been discussed before.

6.3. **T-Shirt sales at Cape Town**

Tess updated the group about the successful sales at Cape Town.

The shirts were purchased for \$US 970.00, and the sales made in Cape Town amounted to \$US 1551.56. Shirts were sold for RAND 20,000 and there are at least half quantity left for sales in Columbus.

Funds were received from Sweden, Norway and Denmark at the satellite meeting. Please be aware that there are additional costs for currency conversation that varies depending on date of transfer. For example, \$US 45.00 per transfer on one occasion, and \$US 15.00 on another.

The Satellite meeting generated \$US 3,426.00 and expenses amounted to \$US 4,000.00. Expenses were paid for by the Section funds and there is one outstanding invoice that may need to be paid.

Total profit from Cape Town is: \$US 1,400.00.

Action Items	Person Responsible	Date Due
Provide copy of accounts for shirt sales and satellite meeting	Tess	August 2016
Contact IFLA regarding possibility to deposit funds into bank account, what can the bank account be used for, is it just formal invoiced transactions or can fundraising funds, existing funds held in other accounts be included.	Jack	August 2016
Agreed that all section funds are to be held in one account and this is to be communicated to all.	Jack	August 2016
Cheque from Cape Town profit to be forwarded to Jack.	Tess	August 2016
Shirt inventory to be completed.	All	ASAP

7. Information Coordinator's report (Adjoa)

7.1. **IFLA Website**

Changes were made to the IFLA website this year, which included IFLA having sole control of the main landing page for the standing committee. This is now managed by IFLA and there was incorrect information. Corresponding Members are no longer included in the list for Standing Committee members. Unfortunately there was little or no consultation about the detail of the changes, and there are other changes going on, that we are responding to as and when we are made aware of the change. This has caused a lot of frustration across the division.

There are basic things that Adjoa can do which includes: add things to news, special permissions to change updates, but it is only basic access now. The blog has been removed as it wasn't being utilized. This has reappeared and Adjoa will try to remove this again.

Changes to the IFLA website has been in response to having a consistent look and support the IFLA brand.

Facebook is active, members are actively contributing to the Facebook page. Adjoa receives

the notifications via IFLA about activity.

Twitter account is still active with 361 followers. When there are Facebook posts, these are automatically generated as tweets on our twitter account. Suggest that we review the twitter account to maximize our reach and see if there are other people/groups/associations to follow. #MCULTP

Action Items	Person Responsible	Date Due
Contact Esin for FB and Twitter passwords.	Adjoa	Asap

8. Replacement Secretary for Standing Committee

- 8.1. Te Paea is stepping down from the role of secretary, as she is now the Acting Chair of the Indigenous Matters Section. A person can only be an officer of one IFLA section.
- 8.2. We are seeking a replacement Secretary who will complete Te Paea's term as Officer until August 2017. This will count as their first term in this position.
- 8.3. As there were no other nominations in Cape Town, we are seeking expressions of interest from current members of the Standing Committee. The Chair is also able to co-opt someone to fill the position if there are no formal expressions of interest.
- 8.4. A new Secretary will be elected at this meeting, and the successful person will commence the Secretary role at the end of the mid-year meeting.
- 8.5. See: <http://www.ifla.org/officers-corner/officers-ics> for Responsibilities of the Secretary
- 8.6. Nominations for Secretary were invited amongst those present. Siri declined due to work commitments. Mathilde was the only other nominee.

Motion:

That Mathilde Servet be appointed as Secretary for the Standing Committee, effective post mid-year meeting 2016.

Moved: Stephen Stratton Seconded: Adjoa Boateng CARRIED

Action Items	Person Responsible	Date Due
IFLA to be notified of new Secretary and ensure Mathilde is added to the Officer's mailing list etc	Jack	Asap

9. Multicultural Library Manifesto Toolkit

- 9.1. **Translations or updates**
Latest updates include, Turkish, Albanian and Italian.
- 9.2. **Case Studies project**
The purpose is to showcase how the toolkit or manifesto helps a library develop multicultural services. Discussion held briefly in financial about planning ahead and seeking project funding.

Propose the Columbus session will be a good opportunity to discuss this further. In particular the session with public libraries as public libraries would benefit from this tool. The focus would be how to use it and find examples of application and practice around the world.

Action Items	Person Responsible	Date Due
Consider case study examples ready for Columbus discussion.	Siri & Ali	August 2016
Engage with other libraries around the world to use or who are using the manifesto.	All	Ongoing
Hold Skype meetings as needed to discuss progress.	All	As needed

10. Newly established section for Indigenous Matters (Te Paea)

10.1. **Ongoing partnership with MCULTP**

Great achievement that was made possible by the active support of MCULTP and Standing Committee. In keeping with indigenous cultural practice, Te Paea outlined a desire to maintain the strong partnership as a model of excellence and collaboration when working with indigenous communities. Suggestions on practical ways to achieve were agreed and included:

- 10.1.1. Continue to provide advice and support across our sections.
- 10.1.2. Attendance at standing committee meetings. A member from MCULTP attends IM, and vice versa.
- 10.1.3. Joint open session or satellite meeting at Congress, every 3 years to allow time for planning, change in officers etc.
- 10.1.4. Ex-officio/Corresponding member Standing Committee seat reserved for a representative from MCULTP on IM, and the same for an IM representative to be an Ex-officio member on MCULTP.
- 10.1.5. Ongoing collaboration for mutual project work/support as and when needed.
- 10.1.6. Standing Committee webpages for both sections acknowledge and recognize the special partnership and working arrangement.

Endorsement for member representative on each standing committee. There are only 4 slots reserved for corresponding members, and perhaps there may be other avenues to explore. This may include Ex-officio member or a special category member as may be recognized by IFLA.

Stephen Stratton has indicated his availability to be a MCULTP member on IM Standing Committee in August 2017, when his term of the MCULTP standing committee ends.

Nominations for IM standing committee are due out in 2016 as per the usual election round. The inaugural standing committee of IM will be established August 2017. Te Paea will progress the discussion about this partnership at that meeting.

10.2. **Support at Columbus, Ohio, IM open session**

Cellia Joe-Olsen, Acting Secretary of IM will be moderating the IM session. As this is her first IFLA Congress, support from MCULTP standing committee is requested to ensure the session runs smoothly and Cellia's first experience is a success. Te Paea, Acting Chair of IM is unable to travel in August due to health reasons, and later stages of pregnancy.

10.3. **Indigenous Matters Section – Acting Officers**

Acting officers include:
 Te Paea Paringatai, Acting Chair
 Cellia Joe-Olsen, Acting Secretary
 Adjoa Boateng, Acting Information Coordinator

Action Items	Person Responsible	Date Due
MCULTP standing committee members attending Columbus, Ohio happy to provide guidance and support for Cellia.	All	August 2016
Progress discussion about ongoing partnership with IM in August 2017, first meeting of the standing committee IM.	Te Paea	August 2017

11. Section Programmes in Columbus, Ohio (Siri & Adjoa)

11.1. Public Libraries Section Session

Discussion held regarding the lack of Call for Papers for the joint session and concern about the lack of wider representation that reflects the multicultural focus of MCULTP. Options included reviewing the current selection and looking at ways to increase the diversity of speakers.

Further discussion also highlighted that there is no guarantee of translation services and technology to support a diverse range of speakers. Although the standing committee has capacity to provide translations, there was little confidence that the technology would be available in an off-site location.

Considered option of having an independent MCULTP session on-site at Convention Centre.

11.2. Library History SIG Session

Library History Special Interest Group, Library Services to Multicultural Populations Section, in co-operation with the American Library Association Library History Round Table

Theme:

"Libraries and Immigrants: Historical Perspectives"

Approached by SIG to have joint session. There was agreement from MCULTP and Jack responded positively to the SIG to agree to another joint session. A Call for Papers was released and there has been no further communication.

Action Items	Person Responsible	Date Due
Confirm speakers.	Tess and Siri	ASAP
Email to be sent to Public Libraries regarding concerns about the speaker selection process and options to increase the diversity of speakers, as well as a different venue that support translation services.	Adjoa and Siri	ASAP
Agreed that future programmes must include a public Call for Papers and ensure there is translation services/resources (headphones etc) available, so likely that a session be held at the Convention Centre.	All	Ongoing
Email IFLA to hold on cancellation MCULTP session on-site confirmation in case this is needed.	Jack	ASAP

12. Division III session in Columbus, Ohio (Jack)

12.1. Session 081 Library Services taking action for the UN 2030 Agenda - Division III

Programme

Jack provided an outline of this programme. MCULTP has 15mins covering the work of the Section. Everyone is invited to contribute content. Likely this will cover the guidelines and new ideas.

12.2. Another request to consider. Webinar with ALA

Due the end of March, Jack is moderating and will contribute to the webinar covering similar content to the division III programme in Columbus.

Action Items	Person Responsible	Date Due
Email to members regarding March webinar details.	Jack	As information becomes available.
Email to MCULTP members for input 15 min session.	Jack	ASAP

13. Guest Speaker – Winston Roberts

13.1. Winston, IFLA Asia & Oceania Regional Section (RSCAO). Winston has been active in IFLA for over 30 years. Shared information about the RSCAO papers for open session at Columbus, and pre-conference satellite meeting. Both themes 'Access to information for sustainable communities' and 'Access to information in small island developing states' are carefully aligned to complement each other. MCULTP is encouraged to nominate someone from MCULTP, consider submitting a paper for either session as these themes align to multicultural populations. Further information about both Calls for Papers are available on the IFLA website

<http://2016.ifla.org/programme/calls-for-papers>

There is also an opportunity for some financial support through RSCAO for potential speakers. Please make contact with Winston.

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14. Satellite meeting for IFLA August 2017 – ideas and volunteers

14.1. Wrocław, Poland in August 2017. The Congress theme was not available at the time of the meeting.

14.2. Discussion held about potential locations for satellite meetings that meet IFLA distance criteria (3 hours travel to Congress City-airport to airport, or 6 hours city centre to city centre). Possible locations include: Prague, Czech Republic - will need to establish networks or contact in Prague; Berlin, Germany - support from Guido and networks that Adjoa has.

14.3. Section session theme/proposal is due October 2016. Ideas included a focus on refugee services in a multicultural context.

14.4. Agreed to contact all SC members to enlist and contribute to the pre-conference organizing committee.

14.5. Call for volunteers to lead pre-conference satellite. Congrats to Steve who has willingly put

his hand up to lead this working group. Other team members to be confirmed in due course.

14.6. Potential collaboration with other sections include: Literacy and Children.

14.7. Agreed to keep the location in a larger city for accessibility, flights, transport, accommodation etc (Berlin or Prague). Pre-conference usually attracts 40-50 delegates.

14.8. Dates for pre-conference were discussed however, it was difficult to confirm as the dates for the main congress were not available at the time of the meeting. Main congress is likely to be in the third week of August, so a satellite meeting around 10 August 2017 is possible. Dates will be confirmed

Action Items	Person Responsible	Date Due
Email to new members of SC to encourage participation on the organizing committee.	Jack	ASAP
Lead for pre-conference satellite. Call for EOI from SC to be on organizing committee.	Steve	From August 2016
Contact Literacy section to see if keen to co-host satellite	Steve	2016

15. IFLA strategic plan and section action plans

15.1. Review of the action plan completed and actions on track.

15.2. Tess provided an update on the database project that features in the action plan. The survey is ready for release and Tess will continue to provide updates.

15.3. Will add Indigenous Matters Section partnership as an ongoing action.

15.4. Add Case Studies projects to action plan.

Action Items	Person Responsible	Date Due
Indigenous Matters Section partnership to be added to action list as ongoing item.	Jack	2016
Case Studies project to be added to action plan.	Jack	2016

16. New initiatives/Follow up on initiatives from Cape Town

16.1. Funding projects for 2016

Jack summarized content from Cape Town minutes. Some of these topics have been covered elsewhere in the meeting.

The main project fund is for the Case Studies project. Consider tangible outcomes as part of this project that may need funding. Suggestions include, interactive youtube video, use of technology.

16.2. Section Publication

Discussion about future publications that follow on from the refugee focus/session. May focus on library workforce capacity to respond effectively to multicultural refugee needs. This could be a theme that is developed over a period time, a journey of learning that leads to a document/guideline. Topic to be fleshed out more by members of the standing committee.

16.3. Recruitment to library profession

Complements 16.2 to ensure there is workforce capacity to responds to refugee multicultural

communities.

16.4. Lyon Declaration on Access to Information and Development

Covered previously.

16.5. New initiatives – Case Studies

Covered previously.

Action Items	Person Responsible	Date Due
Call for EOI to be on Case Studies project group.	Jack	2016
Case studies project planning and funding application to be completed.	Project team	2016

17. Publications

17.1. Manifesto to be translated into Afaan Oromo

Action Items	Person Responsible	Date Due
Manifesto to be translated into Afaan Oromo, Ethiopian indigenous language.	Taitu Lemessa (NZ contact)	2016-2017

18. Marketing material (bags, t-shirts etc, new ideas, samples)

18.1. There is still some left over merchandise, t-shirts and usb stick. It was agreed that the usb would be discontinued as current information is available online. Susy may also have bags. Jack suggested these are great souvenir gifts and is actively looking for occasions to share these out.

18.2. T-shirts continue to be popular.

18.3. Other portable ideas include: Stationery such as rubbers, pencils, pens. Please bring new ideas and samples if possible to the Columbus meeting.

Action Items	Person Responsible	Date Due
New ideas and samples to be brought Columbus meeting.	All	August 2016

19. Update of work schedule March 2016 to August 2016

19.1. Updated as per the minutes from Cape Town. Everything is on track and progression well.

20. Other new ideas

20.1. Deferred to next meeting.

Next meeting to be held at IFLA Congress, Columbus, Ohio, USA, August 2016. Date, time and location to be advised