



Approved Minutes
Professional Council Meeting
Friday, 1 September 2023, 06:00 – 07:30 CEST
Teleconference

Welcome

Present: Marian Morgan Bindon (Chair, Division Committee A, and Professional Council Vice-Chair), Lisa Janicke Hinchliffe (Chair, Division Committee B), Karin Byström (Chair, Division Committee C), Ann Okerson (Chair, Division Committee D), Russell Lynch (Chair, Division Committee E), Vincent Boulet (Chair, Division Committee F), Edmund Balnaves (Chair, Division Committee G), Athena Salaba (Chair, Division Committee H)

Staff: Sharon Memis (IFLA Secretary General), Helen Mandl (IFLA Deputy Secretary General), Megan Price (IFLA Professional Support Officer)

Apologies: Te Paea Paringatai (Professional Council Chair)

1.0 Approval of agenda (amendments)

Resolution: The Agenda was approved

2.0 Strategic matters for discussion (80 minutes)

2.1 Code of ethics and conduct for volunteers

A summary of the Code of ethics from the August meeting was provided by the Professional Council Vice-Chair, indicating that additional direction on content would come from the Governing Board, as the Code would apply to all volunteers, not just those in the Professional Structure. She also indicated that the input provided could become part of the Professional Council's Professional Development Plan.

The working group that reviewed the GB Code of Ethics and Conduct suggested one for all volunteers - in all committees - professional, regional, advisory etc. The GB has agreed, and it will be a wider and more inclusive discussion needing representation from across all IFLA branches.

The GB has formal and legal obligations, within the Statutes and within Dutch law so their Code of Ethics and Conduct reflects that. For other volunteers, the legal obligations do not apply. While a volunteer's code may not be so formal, the language must be clear as it becomes a reference point when needed.

Justification for why the code is needed was provided by the Deputy Secretary General and an [example](#) code was provided by Lisa Hinchliffe, Chair, Division B, indicating that in this example, by registering or accepting a volunteering position a person agrees to abide by to the code. The Chair, Division B also suggested that the code be applicable to all people interacting with each other via IFLA-related activities (including WLIC), and not solely for volunteers. Edmund Balnaves, Chair, Division G, suggested that the tone of the volunteer code be encouraging to enhance the positive elements of committee volunteering.

A working group will need to be formed with representatives from IFLA's three branches to develop this code.

2.2 WLIC 2024

The Professional Council Vice-Chair noted that two members of the Regional Council would be invited to take part in the work of the WLIC 2024 Subcommittee. It was clarified that the PC would start with bringing the RDC on as members of the Subcommittee and not as co-organizers.

The Conference theme and framework will help develop the programming of the conference, which will be ratified at the Governing Board meeting in October.

Several questions were asked to the Deputy Secretary General regarding WLIC 2024:

1. What is acceptable in the programme for Sections or planning related to LGBTQ+ topics? Can LGBTQ+ phrasing be included in the call for papers?

No, LGBTQ+ terminology may not be included in the WLIC 2024 programme. Terminology related to LGBTQ+ may not be used in the title of the session or papers presented at sessions, as these items would appear in the programme.

The LGBTQ+ Users Group may not be listed in the programme and may not be a WLIC 2024 session host. The group may hold an event separate from the conference, but not as part of the main conference, similar to a satellite meeting but not a satellite meeting.

2. Will the conference be streamed and how does this relate to this topic? This information will be needed by the WLIC 2024 Subcommittee, who will be assessing session proposals.

This has not yet been determined.

3. Are there any other limitations on topics that can be discussed at WLIC? E.g., Freedom of speech, of faith?

No. IFLA's red line is any other constraints on what can be discussed in the Conference centre.

4. When can volunteers expect to have information about the exact location etc. for planning purposes? When can volunteers expect to have information about a timeline for session and satellite planning?

By the start of October 2023.

Additional comments from Division Committee Chairs included:

It will be important to determine the number of Units planning on submitting proposals for WLIC 2024, so we can determine the level of programming that will be available. It is suggested that Division Chairs

It was noted that the UAE responses at the COP conference had wider limitations: No criticism of Islam, government leaders, mention of LGBTQI.

Action Item: Division Committee Chairs should ask Unit Officers to indicate whether they are planning to propose a session for WLIC 2024.

2.3 First Division Committee Meetings

The Professional Council Vice-Chair indicated three priorities for first Division Committee meetings:

1. Action Planning - Information related Action Planning has been posted in both the 2023-25 Officer and PC Basecamps.
2. Co-opting process and information – The PSO provided clarification on co-opting:

What is the timeline of the call?

Information on the process will be posted in the Officer Basecamp within the first two weeks of September. The actual co-opting call will open later, likely early October.

Can we co-opt over 20 people to achieve regional diversity?

In short, those committees with 20 members can co-opt up to 5 additional members to achieve regional diversity. Members who need to bring their committees to a full 20 will include regional diversity in their co-opting of up to 20 members.

What is the term for co-opted members?

Members are co-opted until the next election (4-year) cycle.

In addition to the centralized call that will go out on IFLA-L, can committees make their own calls? Can registered members be considered for co-opted positions on committees? What if there is a casual vacancy after the initial call?

Yes – Units can make their own targeted calls to Regional Division Committees and in their own professional networks. They may also contact registered members to invite them to express interest as a co-opted member. The centralized call and the calls out to professional networks will all lead to one form where expressions of interest will be collected. The lists will be open and available throughout the term and co-opted members may be selected from that list. An additional call for expressions of interest will go out after WLIC 2024.

2.4 Braindates/Meetups for Officers and cross-branch

The suggestion of organised opportunities for cross-IFLA collaboration and meeting to discuss proposed or ongoing work for collaboration, or to share best practices was made by the Karin Byström, Division C Chair.

A continuum of opportunities for to meeting and discussion can be jointly organised by the PSO and her counterpart for the Regional Divisions to address needs as identified by Officers and the Professional Council.

This may not happen in an organised way in time for the submission of Action Plans on 31 October but can happen initially committee by committee.

3.0 Other items not in 2.0

3.1 Working Groups

It was suggested that at the next Professional Council meeting, that priorities be discussed in more depth so that the subcommittees can be determined, based on these priorities.

Current Subcommittees were confirmed as of 1 September.

3.2 Unit reviews and Governance

The IFLA Rules of Procedure require that all Committees are reviewed on a 5-year cycle. In the case of Professional Units, this also involves the process of conversion

between committee types. The following work is needed:

- Unit review process including SIGs and Sections (eventually, Networks and Working Groups)
- Process for conversion between Committee types
- 365-review including the roles of the Division Chairs Information will be posted in the PC Basecamp

3.3 Future Meetings

PC Meetings primarily meet before the Governing Board – in this case it may make better sense to meet after the GB, since the Professional Council have met twice before the Governing Board. The timing of the next meeting will be raised with Te Paea.

The question of whether there could be an in-person retreat or planning was raised – PC funds may consider using funds to support this type of meeting.

3.4 WLIC Evaluations

- Are open for about one month – information will be shared with the PC and with the Governing Board.

3.5 General Questions

- **Where can we find the handover document?** In the August PC Papers folder.
- **To set up a DC Secretary election.** Email the PSO and she can set up the election and mailout for you.
- **Do PC funds get spent entirely each year?** A surplus often remains.
- **How long will 2021-23 Basecamps be available?** They will close 15 September.
- **Do we need to inform IFLA HQ of the Division Secretary elections?** Yes, so we can list the person on the website and on the Division Committees document that is shared with Units.
- **When will the committee membership be updated with new members?** It's a high priority but it will take two weeks or more to complete.

4.0 Closing

- Upcoming meetings
- PC – TBD once GB meetings have been determined.
- GB - TBD
- RC – TBD