



Approved Minutes
Professional Council Meeting
Thursday, 19 October 2023, 21:00-23:00 CEST
Teleconference

Welcome

Present: Te Paea Paringatai (Professional Council Chair), Marian Morgan Bindon (Chair, Division Committee A, and Professional Council Vice-Chair), Karin Byström (Chair, Division Committee C), Ann Okerson (Chair, Division Committee D), Russell Lynch (Chair, Division Committee E), Edmund Balnaves (Chair, Division Committee G), Athena Salaba (Chair, Division Committee H)

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

Apologies: Lisa Janicke Hinchliffe (Chair, Division Committee B), Vincent Boulet (Chair, Division Committee F), Sharon Memis (IFLA Secretary General), Vicki McDonald (IFLA President)

Observers: There were 15 observers in attendance

1.0 Approval of agenda (amendments)

The following amendments were made to the agenda:

- 4.1 – Smooth operation of Professional Units
- 4.2 – Palestine-Israel conflict
- 5.1 – IFLA/WLIC Governing Board working group
- 5.2 – Code of Ethics working group

Resolution: The amended Agenda was approved

1.1 Approval of Minutes from 25 August meeting

Resolution: The minutes were approved

1.2 Approval of Minutes from 1 September meeting

Resolution: The minutes were approved subject to typo corrections

2.0 *For information

2.1 Unit updates

It was clarified that Unit updates are occurrences from between meetings. The Council noted the report.

2.2 PC Funding update, requests

It was clarified that Division Committee Chairs are able to remind their committees of available funding for Unit projects. Once the PC funding guidelines are approved they will be posted in the Officer Basecamp, along with an explainer for how to apply for funds using Infinity. This information will be posted on 31 October.

The Council noted the report

2.3 Actions from previous meetings

The Council noted the report

Resolution: Items will be added to the document and it will be shared in the Professional Council Basecamp

2.4 Unit standards and publications

The Council noted the report

3.0 Strategic matters for discussion (100 minutes)

3.1 WLIC Updates

As per the announcement from the IFLA Governing Board, the invitation to host WLIC 2024 in the UAE has been withdrawn. A WLIC will not be held in 2024. The location for WLIC 2025 and development of a sustainable WLIC offering will be undertaken by the 2023-2025 Governing Board.

While there will be no WLIC in 2024, Units have been discussing a range of options for other opportunities or activities. For example, an in-person mid-term, mini hybrid or virtual events in August or another time of year to support attendance.

Before proceeding further, it is useful to note that the Governing Board will be discussing activities for 2024 that may provide a whole of IFLA approach and include all IFLA committees. This will occur at their November meeting on 9 November 2023. It would be helpful to wait for more coordinated guidance coming from the Governing Board. In assisting this discussion, the Professional Committee could provide a summary of options suggested by Units which could be part of the paper for the Governing Board. The change can be an opportunity to focus on action plan items and expanding these if the timing or resourcing allows. Successful delivery of Unit actions plans is a fundamental aspect of IFLA's work and the work of the PC.

A collation of planned activities, depending on Unit capacity, has been floated by several PC members. This method will allow Units to plan in ways that benefit them, their timings and their commitments - in addition effort to spread events over the year may make

events more accessible and appealing to more people around the world, potentially reducing overlap.

A discussion was held and Division Committee Chairs identified examples of events that Units from their Divisions are considering. Units are looking for coordination guidance. The output type "mid-term and other event" has been added to Infinity and an overview can be accessed from the front page of the Action Plan board. Units can publicise these events on their Unit webpages, which can then be picked up for publication in the IFLA Newsletters that precede the event.

Results of the WLIC 2023 Attendee Survey will be shared with the Professional Council after the December Governing Board Meeting. A summary of WLIC 2023 Satellite meeting survey was provided.

Actions:

1. A "Professional Unit Calendar of Events 2024" for the IFLA website will be investigated by IFLA HQ. Once developed it would be suggested that Division Committee Chairs will encourage their Units to update and populate any calendar that may be developed.
2. The PC will discuss items and develop feedback for the governing board on options put forward by professional units. This discussion will take place offline in Basecamp and information collated for the Governing Board's discussion.

3.2 Professional Development Plan & Subcommittees

A Draft of the Professional Council's PDP (Professional Development Plan), essentially the Action Plan for the Professional Council, has been shared is available for editing and finalisation.

The following priorities have been preliminarily identified for the 2023-2025 PC term

- 1. Code of Ethics/Conduct** - timeline TBD by the Governing Board
 - 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 it will be a wider and more inclusive discussion with representation from across those groups. A working group will be formed with representatives from IFLA's three branches
- 2. Data Management** - timeline TBD by the subcommittee
 - Confirmation, solidification of Unit artefact management (Plans, Reports, recordings, etc.) working from an [existing interim document](#).

Subcommittee members: Chair, Division Committee E – Russell Lynch; Chair, Division Committee F – Vincent Boulet; Chair, Division Committee G - Edmund Balnaves

3. Governance - Oct 23 to Aug 25

- Needed changes to process, Rules of Procedure (ROP) raised by Units or DCCs
- Unit reviews (SIGs and Sections)
- Process of 5-year review cycle
- Conversion of/transition between committee types
- 360 reviews (DCC and PC)

Subcommittee members: Chair, Division Committee A – Marian Morgan-Bindon; Chair, Division Committee C – Karin Bystrom; Chair, Division Committee D – Ann Okerson; Chair, Division Committee F - Vincent Boulet; Chair, Division Committee H – Athena Salaba

4. Tools and Planning - timeline TBD by the subcommittee

- Existing - asking for feedback from Units (Survey admin can be done by HQ)
- Review and approval of proposed tools across Professional Structure
- Needs identification of potential tools

Subcommittee members: Chair, Division Committee C – Karin Bystrom; Chair, Division Committee G - Edmund Balnaves; Chair, Division Committee H – Athena Salaba

5. WLIC 2024 - timeline Oct 23 to Sep 24

- Speaker grant panel
- Open session approval
- Satellite approval
- Organization of PC-led sessions
- Any other specific objectives/outcomes related to WLIC
- This subcommittee's remit and/or title may change/adjust based on work being done in the Governing Board working group.

Subcommittee members: Chair, Division Committee A – Marian Morgan-Bindon; Chair, Division Committee B - Lisa Janicke Hinchliffe; Chair, Division Committee D – Ann Okerson; Chair, Division Committee E – Russell Lynch; Chair, Division Committee H – Athena Salaba (as needed)

Resolutions:

1. The Council confirms the listed 2023-25 priorities
2. The Council confirms the preliminary timelines for 2023-25 priorities
3. The Council confirms initial subcommittee membership
4. Each subcommittee will edit its section of the PDP by 15 November, in time for confirmation and submission at the December 2023 Governing Board Meeting

3.3 Retroactive approval for Review Group/PC funds and process for approval

At the December 2019 Professional Committee Meeting it was decided that €2000 be allocated from PC funds to each Review Group (€4000 - €6000) to facilitate in-person standards-development meetings. This was made immediately redundant due to the

COVID-19 pandemic.

There was a question whether this allocation from PC funding should continue, as IFLA Units have been meeting online for the past three years. Another question raised was whether funds should come directly from the Governing Board for COS-related activities, as the COS reports to the Governing Board.

It was determined that while there are close relationships between the Review Groups, the Committee on Standards and the Professional Council, that the funding and support for the Committee on Standards be a matter for the Governing Board, as it is for other Advisory Committees.

Resolutions from the 19 August meeting:

- That the funding remain status quo through December 2023 and then the matter will be taken to the Governing Board for further consideration.
- That the Professional Council apply its usual processes for any bids made for PC funds, with the understanding that we do have money in the budget to support bids like this up to an amount of 5,000 or more.
- The Professional Council recommends that the Committee on Standards is fully supported by the Governing Board going forward as per other Advisory Committees.

Committee on Standards Funding Request

The Committee on Standards has asked if it might be possible to reimburse a Review Group for funds expended on meetings during the period under which the matter was being discussed.

Process for PC funds approval October-December 2023

A proposed process for approval of Review Group funds requests was suggested:

1. Review Groups request funds in the same manner as Professional Units, with the Committee on Standards Chair in the role of Division Committee Chair.
2. Once approved by the COS Chair, the request will come to the Professional Council for their review and approval.

Resolutions:

1. The Professional Council approves that Review Group funds expended during 2022-2023 can be awarded retrospectively.
2. The Professional Council approves the proposed funding approval process for Review Groups from now through December 2023, inclusive.

3.4 Co-opting progress Discussion

The co-opting process was discussed. Clarification on particular points was provided. An observation was made that the ease in which the co-option process allows members to join committees is a contrast to the existing, more complex, elections process which broadens the committee membership base. This allows for a range of options available in finding pathways for different representation around the world to collaborate and

participate inside IFLA.

It was clarified that the list of expressions of interest is open-ended as it is a living and flexible list.

4.0 – Division Matters

4.1 – Smooth operation of Professional Units

One important role of the Division Committee Chair is to be aware of and support the health of the Division and the Units within the Division. Advice given should aim to support the interest of the Unit and Division as part of the Professional Structure. It will be important for Division Committee Chairs to build rapport and relationships with the officers in their respective Divisions, which can be done with quick check-ins, attendance at their business meetings, Division Committee meetings, and/or use of the Division Committee Basecamp. Each Division Committee Chair will explore the best ways to develop these relationships and what works for each of them personally.

While Units should aim to address conflict within their committee, it was clarified that when conflicts arise and are unable to be resolved, within Standing Committees and Special Interest Groups, that the first point of contact should be the Division Committee Chair, who will provide listening, objective and impartial counsel and mediation. If further assistance is needed, the Division Committee Chair will contact the Professional Council Chair.

4.2 – Palestine-Israel war

A question was raised as to Division Committee Chairs had received concerns about colleagues impacted in the Palestine and Israel conflict and what support might look like for the PC with the Regional Council, and the Middle East and North Africa Division if called upon or other.

The Deputy Secretary General provided reference to Firstly IFLA the [IFLA Principles of Engagement](#) in library-related activities of disaster risk reduction and in times of conflict, crisis or natural disaster and the [IFLA Principles for Responding to Conflict](#). The Deputy Secretary General also noted that Claire McGuire, Policy and Research Officer is monitoring conflicts and disasters around the world (on Ukraine, Sudan, Libya, Tunisia, Armenia and Azerbaijan, etc.) and is constant contact with UNESCO, Blue Shield and other organisations that are able to provide aid and support on the ground.

The Advisory Committee on Cultural Heritage is also heavily involved and IFLA's position in these situations is that there is no situation where the destruction of a library, by the illicit removal and/or intentional destruction of its collections, or harm to those who work in libraries, is acceptable.

5.0 – Other matters

5.1 – IFLA/WLIC Governing Board working group

Expressions of interest to serve as the Professional Council representative member of the WLIC Governing Board working group were sought. The working group will work to put forward terms of reference and work packages associated with the various aspects of WLIC that need to be looked at. Chair, Division Committee B – Marian Morgan Bindon, Division Committee D – Ann Okerson put forward expressions of interest. An election in-meeting was held.

Resolution: Division Committee D – Ann Okerson will serve as the Professional Council representative on the Governing Board’s WLIC working group.

5.2 – Code of Ethics

See item 3.2.1 above. Expressions of interest to serve as the Professional Council representative member of the IFLA Code of Ethics Governing Board working group were sought. Chair, Division Committee E – Russell Lynch and Chair, Division Committee G – Edmund Balnaves put forward expressions of interest. An election in-meeting was held.

Resolution: Division Committee G – Edmund Balnaves will serve as the Professional Council representative on the code of ethics working group.

5.3 - Other items

- A discussion on transparency will be held in the Professional Council Basecamp.
- The floor was then opened for questions from observers. There were no questions posed.

6.0 Closing – The meeting ended at 22:48 CEST

Upcoming meetings

Professional Council

- Thursday, 16 November, 21:00 CEST, Online

Governing Board

- Thursday, 5 October 2023, Online
- Thursday, 9 November 2023, Online
- Monday, 4 - Wednesday, 6 December 2023, Den Haag, the Netherlands

Regional Council - Actual dates and times TBD

- w/c 13 November 2023, online
- 7-8 December 2023, hybrid
- w/c 15 January 2024, online
- w/c 4 March 2024, online
- w/c 15 April 2024, online
- w/c 3 June 2024, online
- w/c 8 July 2024, online
- WLIC 2024, hybrid