



ENSULIB Business Meeting (Virtual)

Date: 22 September 2023

Meeting started at 14:00 CET / Meeting ended at 16:00 CET

Notes taken by Antonia Mocatta

1. Welcome, Introduction, Apologies

Chair Harri Sahavirta opened the meeting by welcoming all members of the Standing Committee (SC) and observers to the meeting.

- a. Introduce the Agenda: The agenda was approved as submitted.
- b. Approval of the minutes from the BM minutes of 20 Sept 2023.
- c. Attendance:
 - **SC members present:** Harri Sahavirta (Finland), Priscilla Pun (Macao), Antonia Mocatta (Australia), Petra Hauke (Germany), Vivienne Byrd (United States of America), Amanda Delali Fie (Ghana), Per Eide (Norway), Sarah Foezon (France), Eva Hackenberg (Poland), Rossana Morriello (Italy), Arnold Mwanzu (Kenya), Torbjörn Nilsson (Sweden), Rosario Toril Moreno (Spain), Amélie Vallotton (Switzerland), Janet Wagner (Germany), Ana Zdravje (Slovenia).
 - **SC members absence with apologies:** Beth Filar Williams, (United States of America), Kristīne Deksnē (Latvia), Katharina Portugal (Austria – has indicated intention to resign).
 - **SC members absence without apologies:** Jacqueline Breidlid (Germany), György Drucker (Hungary).

2. Officer (and duties) changed:

Priscilla Pun was announced as the new Secretary (sect.) for the ENSULIB Section; Antonia Mocatta is the new Information Coordinator (inf.co). Antonia takes on chairing of the Communications and Social Media teams.

3. Resigned members:

- Petra Hauke has stepped down as a Standing Committee member, but will remain active on the group in a mentor role.
- Katharina Portugal has indicated her intention to resign as a Standing Committee member

- It was discussed that inactive SC members should consider resigning to make way for new active members and that anyone stepping down could re-apply for section membership in the future at a better time for them.

4. **Division G:** new chair: Edmund Balnaves

- The Division chair is member of Professional Committee and acts as a mentor for Section officers. They can provide assistance if our Section requires support from the Professional committee or headquarters.
- There is an opportunity to collaborate within [Division G](#). The other Sections and SIGs are quite different in their missions, however, sustainability is a common theme for all library work. Ideas for collaboration are welcomed.

5. **New Co-opt members:** nominations in October?

- Until now we have had 20 SC members, and two have resigned, so we have at least 2 places available in the SC and the nominations will be in October. We can take up to a maximum of 25 members if we believe it would assist in diversifying the team. We discussed possibly recruiting for a total of 4 new members.
- We must send HQ information about how many openings we have and they will send out a call for members. On **15 October**, IFLA HQ will send out an open call on IFLA-L, asking for expressions of interest to co-opt to **any Professional Unit** and directing those interested to a centralised link.
- We are looking for geo-diversity in new memberships! Discussed the need to co-opt members from South America, Asia-Oceania, Africa, India; and the possibility of accepting additional members – potentially 4 new members.
- The rules for co-opting are on the [IFLA HQ site](#).
- **Action:** Harri to inform HQ numbers and diversity criteria for new co-opt members

6. **Annual report 2022-2023** – submitted 14th September in a timely manner as much had already been prepared for the meetings in Rotterdam. Receiving the IFLA 2023 [Dynamic Unit and Impact Award](#) was also included in the report.

7. **Action plan 2023-2024**

The 2023-2024 Action Plan will be submitted to HQ using a new form on Infinity – due to **31st October**. As Chair, Harri is currently the only person with access to Infinity and will be receiving training its use. The next Infinity update is due on March 15, 2024.

For inclusion on the Action Plan are the following ongoing activities. Projects and activities include a list of participants where discussed and agreed in the meeting.

- IFLA Green Library Award 2023

- Presentation of sustainable library initiatives (papers, articles)
- Publication – the book project (no change to participants)
- Tools and resources for green libraries
 - A Green Library Toolbox updates (Rosario and Sarah)
 - A Green Library Checklist 2024: Review, update, and publish the Green Library Checklist to include library services as well as buildings. The current German version will be used as a base for the new international version (Petra, Rosario, Ana, Arnold, Amelie, Antonia, Priscilla)
 - Green library poster – for another 12 months (Eva, Rosario, Priscilla, Petra, Antonia)
 - Guidelines for Green Libraries 2025 – The HQ standards for guidelines need to be researched followed; it was agreed to do research this year and set a timeline to create the guidelines next year (Rossana, Ana, Petra, Priscilla and Amanda).
- Social Media activities: Antonia (Chair), Jaqueline, Per, Vivienne (LinkedIn and Instagram), Janet (Insta), Beth.
- Web Page and Repository Updates (Antonia, Beth, Amanda)
- ENSULIB Communications Are Sustainable: ENSULIB chooses to communicate electronically and meet virtually wherever possible, to reduce its carbon footprint.
- Webinar series (Priscilla (Chair) and all members can contribute. Ana has contacts for next webinar - Nov or Dec; Per could coordinate a possible [Nordic webinar](#) early next year).
Action: Priscilla and Ana to coordinate the Nov / Dec webinar
- Newsletter (Beth to lead the Dec 2023 Issue; Sarah and Torbjörn to join team)
- Inclusion through multi-lingual publications - translations (Petra and Priscilla)
- ENSULIB Actively Seeks Collaboration with Other IFLA Units
- Unit's management and working developed
- New ideas:
 - Possible new project – green library map proposed by Vivienne (using Petra's sources)
 - Possible certification of green libraries – would need criteria (proposed by Petra)
- Mid-term meeting:
 - To be held virtually Feb / March 2024. Awaiting volunteers.

8. Open Session 2024:

- No other section has answered our proposal for an open session in Dubai. It is unlikely we will have one but will await further information about WLIC 2024 and feedback from Sections we have talked to.
- There will be no ENSULIB satellite since they must be arranged in Arab Emirates

9. IFLA Green Library Award 2024

- Video has been recorded and Sinisia is working on the post-production with a view to completing in mid-October. **Action:** Priscilla to follow up on progress.
- Future sponsor for the Green Library Award – there is a firm we identified in Rotterdam as being a potential sponsor. Before approaching them we must develop a proposal, including the sum we are requesting and how it will be divided between the winners. We will call an ENSULIB officers meeting to talk through this. Torbjörn will also join the sponsor group. **Action:** Officers to meet and discuss Award sponsorship.
- 2024 Awards Schedule – it was decided to use the same timeline as 2023
 - Call for submissions October
 - Submissions deadline end of Jan
 - Review >> publish long list in Feb / March
 - Short list in published in May
 - Winners announced at a virtual event in August 2024
- The Award Working Group will be reorganized with new volunteers joining. New participants in the 2024 Green Library Awards working group include: Tobjorn, Antonia, Sarah, Ana, Vivienne (and possibly Kristine on her return). Harri, Petra and Priscilla will also remain key members of the group. Work to be done by this group includes:
 - Calls, submissions, pre-check (Petra as lead)
 - Criteria, reviewers, evaluation process (Harri as lead)
 - Announcements (Priscilla as lead)
 - information material exists – need updating every year
 - submissions should be stored so that reviewers have access to them
 - informing the applicants
 - evaluation form should be updated
 - coordination of evaluations
 - press releases, long list, short list
 - Award event
- **Action:** It was agreed that a Green Library Award meeting is needed in October.

10. Other working groups which need new members

- Newsletter: Beth will edit the December 2023 issue and it will be decided thereafter who will edit the 2024 newsletters

11. Actions

- A Doodle is needed for the next planning meeting after October 15 deadline for action plan
- A Green Library Award meeting is needed in October
- Officers to meet and discuss Award sponsorship
- Priscilla to follow up on progress of video
- Harri to inform HQ numbers and diversity criteria for new co-opt members by October 15
- Antonia to call a SoMe team meeting
- Harri to submit action plan in Infinity by 31st October
- Priscilla and Ana to coordinate the Nov / Dec webinar.

There was no other business and the meeting was adjourned at 16:00 CET.