



IFLA Division H Committee Meeting Notes - Approved

Monday, December 18th, 16:00-17:30 CET - teleconference

Attending: Athena Salaba, Chair, Cory Lampert (IT Section), Elsa de Almeida Valente (KM Section), Francois-Xavier Boffy (IT Section), Maggie Farrell (KM Section), Maud Henry (Bibliography Section), Merideth Fletcher (Cataloguing Section), Rehab Ouf (Bibliography Section), and Ted Westervelt (Cataloguing Section).

Agenda

1. Welcome – Division H will have periodic meetings and section officers will receive regular Board updates.
2. Approval of 19 September 2023 Minutes – approved.
3. General Updates on PC activities – Professional Council met October 10 and November 16. Next meeting will be February 1. PC meets every six weeks. PC is discussing an in-person meeting likely in conjunction with the President's Meeting. The President's Meeting will be an event along with business meetings. There will be additional information as the planning continues. 2025 WLIC Call for hosting has been issued.

PC is discussing communication and documentation. What happens to conference outputs, blogs, and reports, etc.? How can IFLA be more of a publisher as some reports are published by commercial publishers? Can we work more on continuation of reports and other details to move from one officer to another? Should we have emails tied to a position such as "section chair" IFLA accounts?

PC is also starting to look at officer tools and how officers can be better supported. Basecamp is good for communication and documents but not for collaboration. Some external tools can help but they are not uniform for all members, for instance, Doodle does not work in the Russian Federation. IFLA hopes to update Zoom capabilities.

The Governance Subcommittee is looking at structure and the upcoming five-year review. SIGs are being examined to determine processes especially after the pandemic when activities were limited. There is a need to update the criteria and the process on how to move from a SIG to a section, working group, or other entity.

The PC is represented on various initiatives and groups including the WLIC review.

4. Action Plans & Infinity feedback - Please update and include details of the section work. The Division Chairs will be reviewing the effectiveness of using Infinity.
5. Funding – there were no funding requests from Division H units. Is it possible to hire a consultant to assist with projects? If you have a need, let Athena know.
6. 2024 Professional Unit events - Units can plan events outside of WLIC but not call them satellites. Recommend that events be collaborative and held in locations where there has

been limited participation. It is okay to go ahead and plan an event. There are no limitations on mode, location, or type of event. Hopefully, there will be additional direction from the Governing Board and guidelines soon. But understand that it will be your own independent event. Work with Athena on coordinating across sections and SIGs and let her know if you have questions. IT Section is planning a hybrid AI symposium in Chile, a possible event in Rome, and something in association with the President's Meeting.

President's Meeting – details are not determined yet. It needs to relate to the strategic planning and the President's agenda. This should not be a "WLIC like event." If a section does have an event, it will not be associated with the President's Meeting or unit event. There will be in-person meetings for Governing Board and Professional Council.

7. Code of Conduct for IFLA Volunteers – we need a code of ethics for members beyond the Governing Board. If there are any issues or conflicts, please work with the Section Chair and Division Chair to resolve.
8. Other business, Questions, Open discussion
Co-opting process – confirmation of appointed members has not occurred but if questions, let Athena know. If you have other vacancies, please contact Athena for how to fill those vacancies. It was noted that there was confusion over the process and disjointed communication. Athena will follow-up with the questions raised.

If individuals are not contributing, please reach out to encourage them to contribute to the work. We need to gently remind members to participate. There is a [deactivation process](#) if a Section Chair needs to remove an inactive member who has not responded to repeated encouragement/communication.

IT is looking at a [24 Hours of IFLA](#) event and the details are available in Infinity if your section is interested in collaborating on the event.

Happy New Year and holidays to everyone!