



Approved Minutes Professional Council Meeting
Thursday, 14 March 2024, 21:00-23:00 CEST
Teleconference

Present: Te Paea Paringatai (Professional Council Chair), 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), Vicki McDonald (IFLA President),

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

Apologies: Saif Al Jabri (Chair, Middle East and North Africa Regional Division), Ayanda Lebele, (Chair, Sub-Saharan Africa Regional Division), Sharon Memis (IFLA Secretary General)

Observers: There were 5 observers in attendance

Welcome

1.0 Approval of agenda

Resolution: The agenda was approved

1.1 Approval of Minutes from November 2023 meeting

Resolution: The minutes were approved

2.0 *For information

2.1 Unit updates

The Council noted the report – the double entry of one volunteer was noted and identified as an error.

Action: The PSO will indicate whether event attendees were “in person” or “virtual” attendees in future reports.

2.2 PC Funding update, requests

The Council noted the report

2.3 Actions from previous meetings

The Council noted the report

Action items from this meeting will be added to the document and shared in the Professional Council Basecamp

2.4 Unit standards and publications

The Council noted the report

3.0 Strategic matters for discussion (90 minutes)

3.1 Governing Board Working Group updates

IFLA Code of Conduct for Volunteers Working Group (CCVWG)

A working group of 9 members from across the Federation has been formed. The first meeting of the working group is scheduled for 20 March 2024. The goal of the group is to develop a draft code of conduct for volunteers to be approved by the Governing Board for their meeting in December, if not sooner. Some issues that have been raised are: What does a code of conduct look like for a federation? A charity as opposed to a membership organisation?

IFLA/WLIC Governing Board working group

This group meets monthly. The last meeting set the timetable for and an orientation to the work. There are three subcommittees: Content; Finances and Vendor/Supplier. An update will come from the Steering Committee in the coming weeks.

A brainstorming session was held to get a first sense of what people were thinking about a variety of issues - topics addressed were: Does IFLA need a Congress?; What are the benefits?; Does the library field need a WLIC?; Once a year? Why?; Factors to consider frequency?; Advantages and disadvantages of moving it around the world?; What makes it special?; What should be looked at differently?; What are the implications if not annual?

3.2 Subcommittee Updates

- **Data Management** – a meeting we be held in April and will be reported in May.
- **Governance**
 - Handbook changes **PC 24-03-3.2.1
 - Individuals who are already part of an IFLA committee may not participate in the co-opting process.
 - Edit for redundancy related to 2nd term only co-options.

- That the Secretary and or Information Coordinator may run the Section business meeting in the absence of the Chair
 - SIG Reviews proposal PC 24-03-3.2.2
 - A process reviewing SIGs was proposed and approved by the Professional Council.
- **Tools and Planning**
 - A draft proposal was provided to the Professional Council for the inclusion of a DOI for IFLA publications, with extensive comment provided by members of the PC.
 - After review of the draft document by IFLA HQ, an official paper will come to the PC with a request that it be moved to the Governing Board for approval.
 - The process for selecting and purchasing software and platforms for use by IFLA is on hold pending next steps of the DOI process.
 - The IFLA Calendar of Unit events is progressing.
 - The use of Zoom's AI companion is being investigated by IFLA HQ.
- **Professional Events 2024**
 - The next phase will begin with 2025
 - A discussion on the best way to feature Unit events during WLIC and non-WLIC years will be undertaken at the next meeting.

3.3 Action Plans

Due to a full agenda at the February meeting, the following discussion questions around Action Plans were addressed in a Basecamp discussion forum: 1) What do you notice about the data points? 2) Do we have missing attributes that should be added? 3) What should the PSO and/or DCC do if they notice misalignment. e.g. Output type not connected to description?

Comments were made by some members of the PC, and from these comments the following next steps are proposed:

1. Identify data points from the March update for reporting at the May PC meeting – identifying the information this data will give us and how we will use it.
2. Kristine Paberza-Ramiresa is developing a brief video and resource document demonstrating the difference between outputs and outcomes for DCC's use and/or sharing with Division committees.
3. DCCs to determine, via Basecamp, any revisions to Action Plan attribute wording and/or additional questions and/or attribute options needed in advance of the October 2024 update.
4. When needed, DCC to clarify with Division Committees, **Output name** (the working title of the output) **Output description** (What the output looks like – what are its components); **Output context** (Why is the Unit undertaking the output? What is the need being met by the output?); and **Impact for target group** (What effect will the output have on the proposed target group – what are the proposed outcomes?). This [Data Points](#) resource for Officers could also prove useful.
5. DCC to confirm month and date are present in each output, even if these are guesstimates.
6. DCCs to direct units to update “abandoned” or “on hold” items to the tag “Under

Consideration" or under a newly-developed attribute for this purpose.

7. Determine whether one or multiple SDs and KIs be selected for each output and/or build the reasoning into a follow-up question? Narrowing down to 1 of each (the most closely aligned) is recommended.
8. DCCs to ask for revisions of plan data points, when needed, prior to update approvals.
9. DCCs to identify Annual Report content via Basecamp - to be published in May.
10. After review of March updates, PSO to inform specific DCCs when an anomaly is noticed in an output component – e.g.: A best practice document categorised as a Standard.

Actions:

1. PSO to update Data Points document to simplify the direction.
2. The PSO will investigate whether any progress has been made by Infinity in hover text as an aid.
3. The PSO will investigate whether it is possible to restrict the number of characters in the title field to keep it concise.
4. The PSO will clarify that only the October updates need to be uploaded to the Repository, but that the March updates should be shared with the Unit's registered members.
5. The PSO will set up a discussion for the PC to discuss what items should be in an Annual Report in addition to or separate from what is already in the Action Plan.

3.4 Events 2024 and 2025

IFLA Information Futures Summit (IIFS) - Brisbane, Australia 2024

The IFLA President provided an overview of the IFLA Information Futures Summit (IIFS), upcoming work and progress on the planning of the event. This is a new gathering type, allowing IFLA to trial new formats and new forms of engagement and provides opportunities for people at different levels of the profession to be able to participate. The President identified the work progressing on two key IFLA documents, The IFLA Trend Report and the IFLA Strategy. The draft program of the IIFS will be released in the next weeks.

A question regarding cost of the Summit was raised and that some volunteers have indicated that this type of event is not well aligned with the kind of funding opportunities that they feel they can tap into. While the fee for attending is higher than past Presidents' meetings, it was indicated that this is not a President's meeting, but a new format for an IFLA event. The organising committee seeks to demonstrate the value of attending this particular event and the value of the program for attendees who must apply for funding to attend.

In addition to providing feedback via surveys and in the contributions via committee projects and initiatives, the Summit Ignite Talks are the way that volunteers can become involved in the content of the Summit and contribute to the conversation about the future of the profession and how the strategy documents can be taken forward.

The Governing Board will be scheduling Town Hall events over the next few months, with dates released in the coming weeks. These will be opportunities for volunteers to engage with the

Governing Board over the next 6-9 months of this year.

It was noted that the focus on a one-size fits all event is not possible, as there are always people who are marginalised for whatever reason, and it is the collection of events happening across the year that has the real potential to help the future of the Federation and in particular the Professional Units' engagement.

It was noted that WLIC provides an anchor for the Units, around which they structure their work and that providing that anchor should be considered as part of the WLIC revisioning process.

A topic of the WLIC review group is how we ensure that our Federation remains nurturing and agile, and provides the opportunities for our members to come together in the ways they want to. How that looks as a membership organisation and how it looks as a charitable organisation.

The President will research the possibility of how additional items might be added in closer to the Summit date.

PC Meeting in Brisbane

The PC will hold its meeting on Thursday, the 3rd of October in Brisbane as a hybrid event. The 2-hour meeting time. The meeting will be held from 9:00am to 11:00am AEST. The floor was opened for additional items of work, for those meeting onsite. The subcommittees will discuss with their members and will indicate whether additional meetings will be required.

WLIC 2025

There is no update at this time. A report will be made to the Governing Board for the April meeting. IFLA has proposals and is working through the process. Bids are received; Bids are reviewed internally by IFLA and KIT; Viable bids are presented to the Governing Board; A site visit is done; a feasibility report is prepared for the GB by KIT and IFLA for the GB.

Actions:

1. A discussion on whether the PC would like to meet to progress additional work while in Brisbane will be deferred to Basecamp for offline discussion and decision so that room bookings can be confirmed as soon as possible.
2. The October 2024 PC meeting time will be updated across calendars in Basecamp.
3. The PC will actively look for opportunities to engage with the Governing Board and the Regional Council during the Summit period.

3.5 Dynamic Unit and Impact Award (DUIA) 2024

The Dynamic Unit and Impact Award (DUIA) highlights and recognises the work of the Professional Units. The award is presented to one Unit that shows exceptional adherence to the criteria. Additionally an award is given for each individual criterion.

The Professional Council was asked to discuss where and how the award will be presented, note and approve the process and timeline and select a DUIA jury of 3 from its members.

Resolutions:

1. The timeline and process of the DUIA were approved
2. The jury members of the PC will be DCC A – Marian Morgan Bindon, DCC E – Russell Lynch and the PC Chair, Te Paea Paringatai.

Action: The date, location and format of the DUIA presentation for 2024 will be decided offline in Basecamp.

4.0 Division Matters (30 Minutes)

4.1 Co-opting Update

No comments

4.2 Other matters

None noted

5.0 Other matters

None noted

6.0 Closing – The meeting ended at 22:57 CET

Upcoming meetings

Professional Council

- 2 May 2024, 21:00 CEST, online
- 13 June 2024, 21:00 CEST, online
- 25 July 2024, 21:00 CEST, online
- w/c 19 August 2024, 21:00 CEST, online
- 3 October 2024, 9:00 AEST, hybrid
- 14 November 2024, 21:00 CET, online

Governing Board

15-17 April 2024, hybrid

Regional Council - Actual dates and times TBD

- w/c 15 April 2024, online
- w/c 3 June 2024, online

w/c 8 July 2024, online
WLIC 2024, hybrid