

IFLA Regional Standing Committee for Asia and Oceania (RSCAO)

Minutes of the Mid-Term Meeting, New Delhi, 20 February 2017

DRAFT MINUTES

Item	Agenda	Remarks
1	Welcome, Introduction, and Apologies Chair Jayshree Mamtora, opened the meeting at 9.45 am and welcomed all members present, and the observer representing the IFLA IAP programme. A special welcome was extended to Ramesh Gaur and Madhu Bhargava, for attending a meeting for the first time.	Chair
	The Chair extended special thanks to Ramesh Gaur for hosting the meeting, and to Secretary, Sanjay Bihani, for his support. It was unfortunate that Sanjay was unable to attend the meeting due to personal circumstances. The Chair also thanked Premila for agreeing to take minutes.	
	Present : Jayshree Mamtora (Chair), Premila Gamage (Information Coordinator), Fawz Abdallah, Madhu Bhargava, Susmita Chakraborty, Ramesh Gaur, Takashi Nagatsuka, Dil Ruksana Basunia (Corresponding Member), Rashidah Begum (Advisor), Shawky Salem (Advisor), Ian Yap (Regional Office).	
	Apologies : Sanjay Bihani (Secretary), Hasna Askhita, Chihfeng Lin, S. B. Ghosh, Paul Nielsen, Winston Roberts, Wathmanel Seneviratne, Heather Todd, Dan Dorner (Advisor), Janice Ow (Regional Office).	
	Absent (no response received): Samer Abou Haidar, Eulsoon Ma, Irina Shubina, Yigang Sun.	
	Observer: Amarjeet Gill (IAP/IFLA).	
2	Adoption of agenda	Chair
	The Chair asked members to adopt the agenda, and this was done.	
3	Confirmation of the Minutes of the Meetings held during IFLA Conference in Columbus	Chair
	The minutes, which had previously been circulated, were confirmed.	
4	 Matters arising from the Minutes, if any Updated Strategic Plan was sent out to all committee members (Chair) Dates of 2017 Mid-term meeting confirmed (Ramesh Gaur/RO/Chair Venue for 2018 Mid-term meeting confirmed (Jaesun Lee/RO/Chair 2017 Program Committee formed (Program Convenor) Draft proposal on future role of Advisors has been prepared (Chair) and needs to be updated in the Handbook (Information Coordinator) Pending History of RSCAO to be added to web page (Pending from Feb 2016) Basecamp accounts created for committee project work (Pending from Feb 2016) Draft of Notes for Speakers prepared – seek input from Program Committee before uploading to the RSCAO Handbook Explore the development of an online submission portal for abstracts 	Rashidah / Information Coordinator/ Secretary Chair / Program Committee Information Coordinator

_		CI.:
5	 Report from the Chair, RSCAO Chair, Jayshree Mamtora, spoke to her report, which was circulated to members in advance, and reported on overall RSCAO activities during the last 6 months. To summarise: Considerable liaison with Ramesh Gaur and the Regional Office with regards to details of the mid-term meeting in New Delhi Liaised with Victoria Okojie and the other Regional Section Chairs for the planning of the joint Division V program Completed the RSCAO Action Plan and submitted to IFLA HQ Completed 2015-2016 RSCAO Annual Report and sent to IFLA HQ Invitation from the IFLA Secretary General for myself and another continuing member of the Committee to attend an IFLA Global Vision Meeting in Athens in April. Set up the IFLA Friends of IFLA RSCAO email list, and sent an initial email to the group. By request of Irina Shubina, wrote a welcome for International Congress of Librarian National Academic Library of the Republic of Kazakhstan, held in Astana, Kazakhstan. Provided support to the Program Committee, Strategic Planning Committee and the Communications and Marketing Committee. 	Chair
6	Report from the Information Coordinator Premila Gamage, Information Coordinator, reported: Current subscribers: 342 Bounced email rate: 0.9% 14 new subscribers from August 2016 to February 2017 2 unsubscribed from February 2016 to August 2016 Updated RSCAO web pages, Facebook page, Twitter, Flickr Little improvement in using the Section's social media for promoting Section's/Region's activities. This will be further discussed as a separate agenda item. Report from the Convenor of CMC CMC Members have already been given the rights to edit and publish in the Section's social media tools. Since the majority of members were inactive, a reminder was sent along with some guidelines. Sub-regional Convenors were requested to liaise with Corresponding Members and get their assistance towards this. It was observed that postings by active members were also mostly irrelevant to the work of the Section. Further discussion under Any Other Business.	Information Coordinator
7	Reports from Sub-Regional Convenors Written updates of activities (reports) were available from West Asia (Fawz Abdallah), South Asia (Wathmanel Seneviratne), North East Asia (Takashi Nagatsuka), Oceania (Heather Todd). Those present —Takashi and Fawz spoke to their reports. There was no report available from Central Asia, and South East Asia (Teresita Moran). Dil Ruksana, Corresponding Member, submitted a written report, by request, about libraries and library activities in Bangladesh. The Chair thanked the group for their reports, and reminded them that there is a template that needs to be used for reports; and that the activities reported should reflect the six-month period prior (September 2016 – February 2017), rather than future activities.	Sub-Regional Convenors / Others
8	Reports from the Regional Office Regional Office (RO) Manager, Ian Yap spoke to his written report, which was circulated to	IFLA RO Manager

members.

8.1 IFLA Membership for Asia and Oceania

As at 10 February 2017, there were 275 members and 51 member countries as opposed to 293 members and 50 member countries in July 2016 making it a decrease of 18 (6%) members and 1 (2%) member countries.

8.2 IFLA's Strategic Directions and RO's Activities

Strategic Direction 3: Cultural Heritage

ASEAN Digital Library – 2nd Regional meeting was held in Singapore from 17–19 May 2016 and pilot website launched. A total of 77,3667 metadata records were contributed by the 10 ASEAN National Libraries. The official launch will be held in 2017 during the ASEAN 50th anniversary celebrations.

Book Donation – RO donated about 100 children's books to a small school library in Nepal.

Strategic Direction 4: Capacity Building

International Advocacy Programme: A & O Regional Workshop

IFLA RO together with NLB, hosted the workshop in Singapore, 31 October – 1 November 2016. 24 delegates participated in the workshop. The IAP is a new IFLA capacity-building programme design to promote and support the role libraries can play in the planning and implementation of the UN 2030 Agenda and the SDGs.

8.3 Administrative and Meeting Budget

IFLA RSCAO shows an opening balance of SGD 420.33. IFLA transferred SGD 7807.75 for the 2017 mid-term meeting. Donation from SAGE which Chair secured for Singapore meeting still remains at SGD 1841.24. As per 31 January fund balance is SGD 10,069.32. Since few members are attending the meeting, there may be a balance of funds from the meeting budget remaining. Partial reimbursements for airfares where self-funded, may be available.

The Chair reiterated that the plan is that SAGE funding will be used to conduct a workshop for library professionals in island-Oceania

Discussion & Actions

Explore the status of membership in the other two regions to compare with Asia and Oceania.

Action: Ian Yap to contact Division V Chair, Victoria Okojie, for details of membership in the other regions.

IFLA RO Manager

Advisor

9 **Other Reports**

9.1 Update on IFLA/WLIC 2018, KL

Rashidah Begum, member of the local organising committee briefed members about the status:

- New dates for the conference are 24–30 August 2018 as agreed by IFLA HO
- Very good support received from the Malaysian Government and other organisations
- Expect around 3000 participants and urged all members to promote the event in their respective countries

9.2 Update on Satellite Meetings 2017 and 2018

- Genealogy & Local History Section is organising a joint Satellite Conference with RSCAO from 15-17 August. Chihfeng Lin and Takashi Nagatsuka are representing the A & O Section. A similar joint session is also planned for 2018 in Penang.
- Susmita is keen to host a satellite event in Kolkata to coincide with 2018 IFLA. IFLA's rules state that satellite conferences be held within 3 hours flight from the venue of the main Conference, and KL to Kolkata is close to 4 hours. However as exceptions are sometimes made by IFLA HO, it was agreed that Susmita would prepare a proposal and send it to the Chair for forwarding to HQ.

Action: Susmita to prepare a formal proposal for hosting a satellite in Kolkata in 2018

Susmita Chakraborty

10	 RSCAO Open Session at WLIC/IFLA2017, Wrocław, Poland In the absence of the Program Committee Convenor, Winston Roberts, the RSCAO Chair spoke to this agenda item: We were fortunate to get a prime spot for the RSCAO Open Session last year; however this year it reverted back to the previous slot immediately prior to the cultural evening. An alternative slot has been requested. The Call for Papers was sent out later this year due to delayed approval by IFLA, therefore the deadline for submissions was extended accordingly. The Chair was to meet with members of the Program Committee to discuss the shortlist– as only Fawz was present at the meeting, the Chair met with Fawz and Ramesh individually. As there were still some queries still pending, it was agreed that the final selection would be completed by email. There will be an additional combined Division V program in Wrocław representing the three regions Action: Finalise selection of papers for the A+O Open Session 	Chair Program Convenor
11	C D D	Curata a i a
11	Strategic Plan and Action Plan 2016-2017 (as per Paul's report 2017) In the absence of the Strategic Planning Committee Convenor Paul Nielsen, Premila, a member of Committee spoke to the written report with input from the Chair.	Strategic Planning Convenor
	This year's Action Plan is similar to last year for the reasons: 2015/16 plan achieved a balance between comprehensive scope and achievable targets It aligns with IFLA's new format A number of items are still applied or else within multi-year time frames	
	One key addition is to 'identify key opportunities for RSCAO engagement ahead of 2018 WLIC in Malaysia' which gives a huge opportunity for showcasing RSCAO and the region	
	No feedback was received to the Convenor's call for progress reports towards Action Plan items.	
	Convenor emphasised each member's responsibility to monitor and communicate progress reports back to the SPC	
	Discussion: - The group agreed that the SP would be resent to all members and they would endeavour to provide content - The mid-term meeting and seminar could be used to raise awareness of IFLA Standards, Guidelines, Manifestoes, etc. to local LIS professionals - With regard to the inclusion of public library representatives on RSCAO, it was suggested that we could invite public librarians and/or library association representatives to mid-meetings as observers, to make them aware of RSCAO activities, IFLA memberships etc.	
	Action 1: Strategic Plan to be resent to all members for input	SP Convenor
	Action 2: Liaise with the host during the planning of the mid-meeting/seminar and include a brief advocacy session in the program; and invite library association officials/public librarians to attend mid-term meetings as observers	Secretary and Host
	Action 3: Encourage members in the region to translate guidelines, manifestoes, etc. into local languages with the help of relevant organisations such as national libraries and promote them within their countries	All
	Action 4 : Discover how other Sections are dealing with the inclusion of public librarians in the SC and as observers.	Regional Manager
12	 12.1 IFLA RSCAO Handbook Chair Jayshree Mamtora, briefed the group about recent updates to the Section Handbook. The Handbook continues to be updated. Recent updates include: The role of other categories such as Corresponding Members, Advisors, and Friends of 	Chair / Information Coordinator

_	·	T
	 IFLA RSCAO (FOIR) has been outlined. A note has been added that the host country will start making the arrangements for the mid-term meetings well in advance, including visa requirements. The Chair invited members of the committee to make suggestions for additional content for the Handbook, if any. 	
	12.2 Promotion of RSCAO activities and events	
	 The Information Coordinator drew the group's attention to the following, and invited suggestions: what can be done to increase the participation of CMC members how to improve the quality of postings as some current postings by the few who do contribute, are not 'activities' or 'events' but 'information' more suitable for listservs. 	Information
	Action 1 : Remind CMC Members about the guidelines, and for the need to regularly post content to FB, and as well send it to the Information Coordinator for the web page	Coordinator / Sub-regional
	Action 2 : SC members and Corresponding Members to provide support by sending updates of activities and events in their countries.	Convenors All
13	Mid-term meetings	Chair
	13.1 2018 Mid-term Meeting venue and dates	
	Jaesun Lee, former RSCAO member from South Korea, has submitted an application to host the 2018 meeting. We are liaising with Jaesun in finalising the details, including the dates.	
	Action: Finalise dates and details of 2018 Mid-term Meeting	Chair /
	13.2 2019 Mid-term Meeting venue and dates	Secretary / Host
	Shawky Salem, Advisor, offered to host the 2019 Mid-term Meeting at Alexandria Library in Egypt. However, since Egypt is not considered to be a member of the IFLA A & O region, it was agreed that we would verify this with IFLA HQ and discuss it further.	
	Action : Check with IFLA HQ as to the eligibility of Egypt to host the 2019 meeting and make a decision in consultation with other committee members.	Chair / Secretary / RO
14	IFLA Elections:	Chair
	14.1 Standing Committee Elections (2017-2021)	
	The Chair mapped out the enormous gaps in country representation on RSCAO, and invited institutions to nominate a member. This has resulted in a large number of nominations and therefore an election will be held. Ballot papers have already been sent out.	
	14.2 Chair, Secretary and Information Coordinator	
	As per last time, the Regional Office will conduct the elections and invite nominations for officer positions in June.	
	Action: Regional Office to put out a call for nominations for officer positions in June.	Regional Office
15	Corresponding Members and FOIR	GI.
	• A number of outgoing members have asked to continue as Corresponding Members. The decision will be dependent on the outcome of the elections and will be discussed at the SC meeting in Wrocław.	Chair
	 As previously reported, the Chair has set up a Friends of IFLA RSCAO (FOIR) group to include all former office bearers, committee members and corresponding members. Members of this group will be periodically informed of RSCAO activities and developments of RSCAO to keep them updated, and they will continue to serve as an in-country contact. It is important that outgoing committee members provide us with ongoing contact details for this list. 	

16	Other Business	
	 16.2 Increase IFLA Membership Run a wide campaign during 2018 WLIC in KL Use Singapore NL booth at conferences – CONSAL, IFLA 	RO
	 16.3 Annual Report Annual Reports from previous members have not been uploaded onto the RSCAO web pages. Circulate draft Annual Report to members for input before submission Action 1: Upload missing Annual reports onto web page Action 2: Circulate draft Annual Report to members for input 	Information Coordinator / Secretary
17	Close of Meeting The Chair closed the meeting at 5.30 pm, and thanked all members of the committee present for their contribution. The Chair also thanked members of the Program Committee, the Strategic Planning Committee, the Communications and Marketing Committee, as well as the Sub-regional Convenors for all their work behind the scenes.	Chair