**IFLA Division II Meeting Minutes**

**Date: June 18th, 2018. 09:30 AM (EST)**

**Attendees:** Ann Okerson (D II Chair), Peter Bae (D II Secretary), Diane Beattie, Debbie Benrubi, Gaelle Bequet, Jim Church, Alenka Kavčič Čolić, Peter Collins, Danielle Culpepper, Jérôme Fronty, Meg Mering, Margret Plank, Becky Ryder, Harri Sahavirta, Helen Vincent, Chihfeng Lin, Bitcher Wingen.

**Meeting Venue**: Zoom Online Meeting Platform

Ann started the meeting by stating that the main goal was the discussion on the document "*Review of IFLA Professional Structure."* (attached at the end of the minutes)

Ann explained the background of the document. Around 2010-11 when IFLA significantly restructured the organization as it is now, it was unofficially discussed that there would be a review in five or more years. With the relatively new appointment of a new IFLA Secretary General, plus immersion into the Global Vision project -- and ensuing impact on IFLA's next strategic plan -- this is an appropriate time to look once more at the IFLA structure. And, at the same time, the Professional Committee (PC) has received several requests from sections to change names and mission statements, or perhaps to merge with other section due to overlapping mission. Hence, during the PC meeting in Barcelona, March 2018, it was reaffirmed that each division needs to discuss with section leadership any possible changes in the IFLA structure.

Discussion continues as follow; *(due to the spontaneous nature of our discussion, the minutes identify statements as bullet points, and questions are marked accordingly.)*

* The Audio Visual Section wanted to change its name but was told to wait. Also SOCRS (Serials and Other Continuing Resources. How can these be related to the process of restructuring?
* Many decisions in IFLA can take a long time. Can we find a way to be nimbler to do what we want to do?

* We need to have a structure that enables change easily when it is needed.
* Some sections are sustained by "heroic" officers, who work with too little help and support from their committees. How can we better support these?
* What are the realistic prospects for merging and changing the structure? What is the prospect of making changes that reflect both the changes in our environment and the wills of our membership?
* Many comments were made about the gap between IFLA's institutional members vs. reaching deep into the organizations to identify the people who are actually to be involved in the various standing committees and SIGs (individuals are hard to identify and engage). The main contacts are the heads of the Libraries and Associations, who are not knowledgeable with the expertise needed within the section.
* Whenever an organization joins a section, it needs to designate a contact person who is a professional working in the area that is covered by the section.

* It was stressed that existing committee members and the officers have to drive the re-structuring discussion and shape the decisions (not just the officers).
* If there will be a radical change such as renaming or merging, it is important to get individual committee members involved. The entire section membership should have an opportunity to participate, not only the Standing Committee members.
* IFLA is a top-down organization, but wishes to change to better reflect members’ voices.
* Assessment procedures for SIGs exist, but there is no similar process for the sections.
* IFLA Governing Board (GB) 10 people elected every two years. It also includes five division chairs, IFLA President, President-elect, and Secretary General. PC has additional responsibilities on various programs and activities (see more here: <https://www.ifla.org/governing-board>). The two-year PC term is insufficient to make enough headway on any programs; each 2-year term is a fresh start, as only the newly elected PC Chair continues for another term.
* Comments about our current structure.
  + The units in our Division are cohesive.
  + At the secondary level there might be some overlaps, but in principle our Division does not have much overlap or duplication in it.
  + Participants suggested reviewing themselves every 3-5 years, with the members of the sections helping to devise assessment plan.
  + Sections are different by nature, definition, and participation. Some sections will always be larger, where functions or library types are widespread (for example, national libraries, academic libraries, public libraries, etc.). Others, which are more specialized, will of necessity be smaller (law, news media, genealogy, etc.).
  + Our profession works together; is there truly any logical way of totally separating out the fields? It is not a black and white situation. Some overlaps are not bad.
  + Descriptions of the Acquisition and Collection Development Section should be updated.
  + Why are genealogy and local history together? Genealogy and local history Section needs to review its description. (For example, local history can be an important part of public libraries' work.)
  + IFLA strategies and key initiatives have grown importance in the recent years. Structure of the IFLA divisions too often mimics library organization charts, and it may not be the best way to accomplish the profession's strategic goals. Relationships between structure and strategic direction are important things to consider.
* Everyone heartily agreed to have another meeting in late July, meanwhile sharing the document and discussions with their committee members to get their inputs.

End of meeting.

**Review of IFLA’s Professional Structure**

**Background.**

IFLA's Professional Committee (PC) ensures coordination of the work of all the units within the Federation responsible for professional activities, policies and programmes (Sections, Strategic Programmes, Special Interest Groups). <https://www.ifla.org/professional-committee>

At the March 2018 Governing Board meeting, the Professional Committee sought approval to consider a broad-ranging review of the professional structure. The context of the request was to ensure the overall structure, including the type and number of Units, reflects the new and changing needs of IFLA and its Members as identified through the Global Vision process and the Membership survey. The Professional Committee request to the Governing Board was also prompted by a number of requests from Section Office Bearers to reconsider the scope and Terms of Reference of Sections, emerging issues that need to be addressed through the professional structure, and the PC’s desire to ensure that sections are achieving the criteria of a Dynamic Unit. With the development of IFLA’s new strategy, aligned with the outcomes of the Global Vision, in 2019, it is considered important the professional structure is able to support new strategic priorities and directions.

A two day Strategic Planning Session is scheduled for the December 2018 Governing Board meeting. With the Governing Board setting the strategy for IFLA, it was considered that a review of the professional structure would be premature. It was, however, agreed that the PC should commence consideration of the professional structure, so that it was ready to move forward once IFLA’s Strategic Direction had been confirmed.

Consistent with IFLA’s inclusive decision-making process, it was also agreed that the Division Chairs should consult with their Section Officers – so that they would be equipped to participate in discussions.

The following milestones were confirmed:

1. June – July 2018 - Division Chairs consult with their Sections – through zoom conferences
2. Late July – early August – Online meeting of Division Chairs prior to WLIC 2018
3. August WLIC 2018 - Possible additional discussion/consultation during Division meeting
4. August 2018 PC – each Division Chair submits an overview of the consultation within their Section.
5. September – November 2018 – PC to develop a discussion paper on the Professional Structure
6. IFLA Governing Board - Strategic Planning Session, December 2018
7. PC meeting – December 2018, following the Strategic Planning Session – agree on next steps

**Division Chair discussions with Sections – Key discussion points.**

Think about the current sections within our Division:

1. What are the strengths of our division?
2. What are the opportunities for improving our division?
3. What are the gaps in our division? Are there any overlaps / duplication in our Division or with units in other Divisions?
4. Does the structure of the division(s) reflect priorities for IFLA and for the library profession?
5. Does each Section feel they are able to actively contribute to the achievement of IFLA’s strategic directions?

May 2018