

- Sections have requested written guidelines outlining the call for papers process. It was also suggested that a standard reply letter to send to rejected speakers should be produced for Sections to use.
- The Norwegian Foundation for the Oslo Conference will be donating funds from that conference to provide travel grants for the next 3 conferences. There has been no offer to our Section/Division for this year.
- Each Division can ask for one one-day registration for a speaker. Sections within our Division will need to compete for this.
- Approx 17 proposals for satellite meetings to the Durban conference were approved. We will investigate the possibility of a satellite event for Quebec in 2008.
- Almost all Sections had turned in their money to IFLA HQ and the funding for 2006 has been distributed. Money has not reached the Treasurer and is still in IFLA's bank account. Need to contact IFLA HQ and send receipts to them. Edward Swanson will seek clarification re the question of bank charges. We need to spend 825 euros (on admin-related matters) by Dec 2006.
- Sections must now publish newsletters electronically with print available only on demand. A print version must be sent to IFLA.
- A mechanism for receiving gifts is currently being formulated by IFLA.
- Pre-registration for Seoul is at the same level as previous conferences.
- The main concerns for the Durban conference are finding sponsorship money and the issue of security.
- The Governing board have added Chinese as IFLA's 6th official language with affect from this conference and Arabic as the 7th official language starting with Durban.
- Nomination process for SC's – election papers go out from IFLA HQ this autumn. PS and PE finish their 2nd term in Durban. AA, KB, EL, BL, JP finish their 1st term then (BL has expressed her intent not to stand again). Those wanting a 2nd term need to complete a nomination form and send it to IFLA HQ before January. There will be at least 5 vacancies.

5. Report from Co-ordinating Board

- Names of SC members who do not attend meetings/send apologies and names of speakers who do not turn up for conference sessions must now be reported to IFLA HQ.
- Re regional offices in the developing world – IFLA is keen to open one in Russia and one somewhere in the Arabic world.
- SC members are encouraged to attend a special meeting to discuss the restructuring of IFLA Sections.

6. Financial report

- Need to get money back from Singapore conference. At present \$43 is in the account.
- PE and PS have a meeting with Sjoerd Koopman to discuss finances and the ILDS conference. Tallinn had signed a contract with IFLA to

