

# IFLA Section on Library Services to Multicultural Populations

## Work Schedule March 2008 - August 2008

Please respond to Susy when a job is done



	Theme	Officer in Charge	Deadline
1	Revise list of committee members/information from HQ	Susy	Asap
2	Memberlist update	Susy	Asap
3	Manifesto (to be approved by UNESCO)	Kirsten	Asap
4	Revision of "Definition...". Send an electronic draft to Susy	Clara, (Kirsten, Mijin)	After Manifesto
5	Revision of leaflet, ask Edgardo for help	Susy	Asap
6	Translations:		
	Ten reasons.... Arabic, Chinese	Souad, Clara	Asap
	Definition...	All Members	After revision
	Leaflet	All Members	After revision
7	Send revised "Tips for Organizing a Satellite...." to Susy	Ann-Katrin	Asap
8	Look into the possibilities/gifts for speakers and hosts	Volker, Mijin, Susy	Asap
9	Strategic Plan, draft from Feb. 2008, revise and send to IFLAnet	Mijin, Susy	Asap
10	Revision of Guidelines:	Robert	
	All comments to Robert, Clara and Ann-Katrin!	Robert, Clara, Ann-Katrin	End of May
	At least 2 examples of "Best Practice" from all members	All Members	Asap
	A quotation from a library politic, from all members	All Members	Asap
	Follow up revision of Guidelines	Robert	
	Final discussion	All Members	Quebec
11	Recruitment. Send out the electronic draft	Clara, Mijin	Asap
	Comments to Clara and Mijin	All members	after 3 weeks
12	More members; every SC-member must get 2 new Section-members	All members	Before Quebec
13	Write to Edgardo's blogger	All members	Asap
14	Programme for pre-conf. in Vancouver	Mijin	Asap
15	Programme for Quebec	Mijin, Susana, Ariel	Asap

	<b>Theme</b>	<b>Officer in Charge</b>	<b>Deadline</b>
16	Working group for Milan 2009, Division day	Ariel, Mijin	Status Quebec
	Working group for Milan 2009, Mult. Session	Tess, Susana, one more	Status Quebec
	Working group for Erice 2009	Ann-Katrin, Lourina	Status Quebec
17	Newsletter (Send to Susy):		
	Photo and a short biography	All new members ex Susana	April 28th
	Highlights from midyear meeting	Susy, Volker	April 28th
	Benedikte Honourable member	Susy, Mijin	April 28th
	Kirsten's award	Susy, Kirsten	April 28th
	New Finfo	Flemming	April 28th
	NL kompas	Lourina	April 28th
	Ask Alex Byrne for something about aboriginals	Mijin	April 28th
	Vancouver	Mijin	April 28th
	Quebec	Mijin	April 28th
	Photos	All Members	April 28th
	Ask Edgardo for drawings	Susy	April 28th
	Any other important information	All Members	April 28th
18	Working group for listserv	Flemming, Tess, Ariel	Asap
19	Suggestions for mid-year meeting 2009	All Members	Quebec