Leadership Forum
Saturday, August 11, 2012
8:00 – 9:30 Room 201

Presented by the IFLA Professional Committee
Ann Okerson, Chair
Overview & welcome

• What does the PC do?
  – Coordinates work of units within the Federation; responsible for professional activities, policies and programmes (Core Activities, 43 Sections, 15 Special Interest Groups)

• The current working PC comprises:
  – PC Chair, Chairs of the 5 IFLA Divisions, 2 members from GB, IFLA's President-elect ex officio, and IFLA's Professional Support Officer

• Welcome:
  – Introduce PC and Joanne Yeomans, IFLA HQ
  – Head count of officers present
IFLA’s 5 key initiatives

• Digital Content: Driving access to content, and digital resources, for library users
• International Librarianship Leadership Development: capacity-building to raise the voice of the profession nationally, regionally and internationally
• Outreach for Advocacy and Advancement of the Profession: connecting, collaborating, representing strategically
• Cultural Heritage Disaster Reconstruction Programme: Culture is a basic need, a culture thrives through its cultural heritage,
• Multilingualism: a multilingual IFLA website opens windows to the world
You want to attend these meetings

- **Division Leadership Forums** (Sunday, August 12th, 8:30 – 10:00 a.m.)
  - Information and tools to lead your committees
  - Discuss Action Plans, Strategic Plans, IFLA’s 5 key initiatives [2011-2012; 2013-2014 are in development]

- **WLIC opening** (Sunday, August 12, 10:30 – 12:00)

- **Officers’ reception** (Sunday, 18:30+)

- **Highlights & news session** (Monday, 9:30)

- **Officers’ training sessions** (2 sessions x 2 hours)
  - Tuesday, 13:45
  - Wednesday, 11:45
And these meetings also

- Info Coordinators and Web editors (2 sessions)
  - Tuesday & Thursday, 16:45
- General Assembly (Wednesday, 16:15)
- President Elect’s Programme (Thursday, 8:30 – 10:30, Room 6)
  - Brainstorm with Sinnika Sipilä to develop her presidential theme: Strong Libraries = Strong Societies: democratizing access to knowledge through libraries
  - Your presence will define the impact of the achievements
- Closing Session (Thursday, 16:15 – 17:30)
  - PC awards (Poster and Communicator of the Year)
More announcements!

• Nominations and elections process forthcoming
• Upcoming review of Special Interest Groups (SIGS)
• IFLA Standards Committee hard at work
• New policies (to be distributed after Helsinki WLIC)
  – Guidelines for IFLA professional awards
  – Professional unit sponsorship guidelines
  – Guidelines for producing professional statements
  – Translation funding & policy
  – Satellite meeting guidelines (in progress)
• Multilingualism Working Group (Barbara Lison, GB)
Next up

• Professional Committee work 2011-2012
  – Innovations call and interest (Lynne Rudasill)
  – Budget/Finance
    • Admin Funds – Tone Moseid)
    • Project Funds – Kent Skov Andreasen
• Finally, it’ll be your turn:
  – Questions & Discussion
The PC Budget

2012 allocation for PC = € 50,000
- Admin Funds per the previous allocation formula based on membership size = € 31,550
- Project funds requested = € 116,225
- Grand total = € 147,775

2012 adjusted PC allocations
- Admin Funds @ € 400/section = € 17,200
- Project Funds = € 26,750
- Admin Funds supplementary = € 5,430
- Grand total = € 49,380
I. Administrative Funds
Background

- IFLA, through its Professional Committee (PC) supports the activities of the Standing Committees (PCs) with overall budget of € 50,000 each year.
- Two funding streams:
  - Administrative funds (presented by Tone Moseid, Chair of PC Finance WG)
  - Project funds (presented by Kent Andreasen, Chair of the Projects WG)
- 2011: 1/3 spent, 2/3 unspent of admin funds
Looking back…

• Administrative funds were originally intended for:
  – Newsletter production and distribution
  – Postage, various
  – Printing, various
  – General support for standing committee activities

• Were allocated according to membership volume
  – Not according to activity level or number of SC members

• Allocations bore little relationship to expenditures

• Expenditure patterns uneven and unpredictable across SCs and years – PC budget ”out of control”
SC Expenditure Patterns 2008 – 2011
Challenges

- IFLA finances in general
- Unspent budget funds cannot be carried over from one year to another
- The Sections are different – different activities, different needs
- SIGs are also allowed to apply for project funds
- Main challenges and goals:
  - to spend IFLA funds wisely
  - to support IFLA activities
  - to optimize the work of the committees
2012: a transition year

• Goal: move towards a more up-to-date model; admin funds not an "entitlement"
• Tactics:
  – Top slice cut in 2012 – all SCs received € 400
  – PC allocated the remainder by application
  – PC will consult, review how admin money has been spent in 2012 and finalize new guidelines for 2013+ no later than December 2012
• Topics targeted for further exploration:
  – IFLA language projects – translation
  – Congress-related expenses
Proposed admin guidelines & process 2013+

- As in 2012:
  - Basic € 350 assigned per section
  - Remainder of funds by application, with a call in January 2013

- Admin funds to be spent on:
  - Information and distribution
  - Activities that eventually have an outcome, such as meetings and other planning for projects, i.e., "pre-projects"
  - General support of the section
Proposed admin guidelines & process 2013+

• Printed newsletters should be phased out insofar as possible
  – Move to newer technological communications

• PC will request SC proposals for both Admin and PC project funds by 31 October 2012
  – For allocation at the December 2012 PC meeting

• PC will aim to hold back a small amount for unanticipated requests in 2013
  – Requests to be discussed in SCs
  – IFLA HQ contact is Joanne Yeomans, joanne.yeomans@ifla.org
Additional admin guidelines

• Sections paying registration fees will seek sponsorship outside of IFLA where possible
• Travel and accommodation offered in special cases only to speakers from developing countries
  – Via Stiching Funds; apply via Josche Ouwerkerk, IFLA
  – Modest speaker gifts may be reimbursed as cash refunds during WLIC
  – Meals/dinners should not be offered out of admin funds
• Planning of satellites could be supported for small amounts and precisely identified purposes
• Midterm meetings will not be funded out of admin funds – exception is for a coffee break
Now, what about.....?

• Need for expert translations
  – IFLA language centers are a valuable resource & all translations should go through them
  – Pilot with automated translation software
  – PC will set aside small amount for essential translations not otherwise funded

• Conference costs
  – IFLA now grants free one-day registration for specially invited, non-IFLA speakers, across all programmes/sections/SIGs, upon application
  – SC members are expected to attend the conference / meetings, with no cost for IFLA
And what about ... ?

- Satellite conferences
  - All expenses should be covered by registration fees and/or sponsorship
- Mid-term meetings
  - Search for host, for free meeting space and possible sponsorship
- Sponsored activities
  - All SC are expert groups in their fields. By promoting the SC, sponsorship may be found locally for activities
II. Project Funds
Project funds: what are they?

- IFLA allocates funds to support projects
- Value of projects
  - Among most important IFLA activities
  - Move IFLA’s strategies forward
  - Strengthen cooperation within divisions
  - Strengthen professional and personal relations in sections and other forums, professional units within IFLA
- Now’s a good time to clarify guidelines
Project funds: goals

Goals are:

• To support and unfold IFLA’s strategic plan and goals within (the ”Key Initiatives”)
• To support IFLA’s core activities
• To be programmatically relevant
• To be strategically focused
• To be fiscally sound
• Completion in an effective and timely manner, providing appropriate reports of achievement
Project funds: deliverables

- Represent the interests of members
- Test (new) forms and/or processes within IFLA’s framework
- Focus on real needs of professional and/or geographical areas
- Strengthen cooperation within IFLA and ensure ongoing development
- Empower libraries to enable users to have equitable access to information
- Transform profile & standing of the profession
Project funds: process

- Applicants may be sections singly or collaboratively (and across divisions), other professional units
- May apply or be encouraged by IFLA’s GB
- Apply via Division Chairs
- Deadline October 31st
- Include in application:
  - Description of purpose and activities
  - Articulated relationship to IFLA goals/strategies
  - Description of desired outcome & results
  - Defined, measurable goals
Project funds, more

- Eligibility includes:
  - Workshops, seminars, surveys, guidelines & standards development, database applications, and publications
- Approved projects start following year
- One year or maximum of two years
- Progress reports and final report are required
- For complete details, see: http://www.ifla.org/en/professionalcommittee/projects
For discussion today

- Purpose and value of admin/professional funds
- Purpose and value of project funds
- Should we transfer more money into project funds
- How to make the funding process more transparent
- Other related topics
Thank you!

The Professional Committee
Contacts: Joanne Yeomans, IFLA HQ
PC Chair and Division Chairs