ATTENDANCE

Present:
1. Tina Tao Yang (Chair)
2. Jayshree Mamtora (Co-Chair)
3. Nor Edzan Che Nasir (Secretary)
4. Dolores Carungui (Co-Secretary)
5. Sanjay K Bihani (Chair for Division 5)
6. Soh Lin Li (Regional Office)
7. Dilara Begum (Information Coordinator)
8. Wat Tat Hoi (Co-Information Coordinator)
9. Arshad Mahmood
10. ChihFeng P. Lin
11. Hiroshi Kawamura
12. Irina Shubina
13. Nayana Darshani Wijayasundara
14. Premila Gamage
15. Ramesh C. Gaur
16. Vicki McDonald
17. Winston Roberts
18. Ying Chen

Absent with apologies:
1. Cendrella Habre
2. Yasuyo Inoue

Absent without notice:
1. Amarjeet Kaur Gill
2. Dewi Kartikasari
3. Jihye Song
4. Lilit Harutyunyan
5. May Chang
6. Margaret A. Terry
7. Mya Oo

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<tr>
<td>1.</td>
<td>Welcome, Introduction, and Apologies. Tina Yang as Chair of RSCAO opened the Meeting and welcomed all members who attended the Meeting via Zoom.</td>
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### 2. Adoption of Agenda.
The agenda was adopted without amendments.

### 3. Confirmation of the Minutes of the Business Meeting held via Zoom on 10 November 2020.
The minutes which were previously circulated were passed with amendments to Item 6 of the Agenda.

**6. Report from the Chair of IFLA Division 5**
IFLA’s General Assembly was held on 5 October 2020 and was livestreamed from the National Library of the Netherlands in the Hague. Sanjay Bihani congratulated Winston Roberts as the recipient of IFLA Scroll of Appreciation 2020.

He also touched on the upgrading of the Regional Sections to Regional Divisions in IFLA’s new governance structure proposal. There will be 6 Regional Divisions with each having a Regional Division Committee made up of up to 20 members. The Chairs of the Regional Divisions will make up the Regional Council. There would also be more interaction between the Governing Board and the regions. There will be a Professional Council that would be organisationally aligned with the new Regional Council. The Professional Council comprises the Professional Council Chair and the Chairs of the eight Professional Division Committees. As for the Regional Office, the roles would remain the same and they would work more with IFLA HQ to promote advocacy to the region.

Sanjay asked all members to respond to the survey. IFLA will make an announcement in February 2021.

### 4. Matters arising from the Minutes.
Follow-up actions were taken on matters arising from the last Business Meeting. Some items were further discussed at the present meeting.

**4. 5a. Action Plan for 2021**
Jayshree Mamtora stated that the matter has been resolved through email discussions. There were some confusion in the minutes and there is no need to pursue the matter further.

**13e. Inactive RSCAO members**
Vicki McDonald stated that there in IFLA there is a process to terminate inactive members. She will email the details to Tina Yang for further action.

**Action**
Vicki McDonald will email to Tina yang further details on
termination of inactive members.

### 5. Report from the Chair, IFLA-RSCAO
Tina Yang mapped the activities of RSCAO to IFLA Strategy 2019-2024. RSCAO’s activities from November 2020 to February 2021 were mapped to Initiatives 1.1, 3.1, 3.2, 3.3 and 4.2. The emphasis were on focus area and outputs. She also reminded members to join the webinar which will be held on completion of the Meeting.

### 6. Report from the IFLA Regional Office
Soh Lin Li from the IFLA Regional Office (RO) presented her report which was previously circulated to the SC members. She noted the following:

- a. Increase of 39 members and 10 member countries.
- b. IFLA HQ allocation of €5,500 for the Mid-Term Meeting was not spent in the absence of a physical meeting.
- d. Donation of 1,000 pre-loved children’s English books to the national Library of Laos and 12,00 pre-loved children’s books to libraries in Indonesia.

### 7. Report from the Information Coordinator, IFLA-RSCAO
The Information Coordinator listed all the tasks completed from April 2020 to February 2021.

*Report from the Communication and Marketing Sub-Committee 2019-2020*

Members of the Sub-Committee are as follows:
- Dilara Begum (Convener)
- Wat Tat Hoi (Co-Convener)
- Ying Chen (North and East Asia)
- Irina Subhina (Central Asia)
- Dolores Carungui (South East Asia)
- Arshad Mahmood (South Asia)
- Cendrella Habre (West Asia/Arab Countries)
- Winston Roberts (Oceania)
- Tina Yang (Chair)
- Jayshree Mamtora (Co-Chair)
- Nor Edzan Che Nasir (Secretary)

The Communication and Marketing Sub-Committee has completed the new “About the Asia and Oceania Section” page.

### 8. Reports from Sub-Regional Conveners
Reports were available for only 4 sub-regions namely Central Asia (Irina Shubina); North and East Asia (Ying Chen); West Asia/Arab Countries (Cendrella Habre) and South East Asia (Dolores Carungui). There are no reports from South Asia.
Nor Edzan Che Nasir enquired on the need for the SRC Reports since it is difficult for the SRCs to get feedback from regions which have a large number of countries such as South East Asia. Winston Roberts noted that this is also true for Oceania. She dwelled on the possibility of doing away with the Reports. Jayshree Mamtora and Premila Gamage stated that the Reports would provide news for the activities in the various regions. It would also allow for libraries and library associations to be involved in activities in the region.

**Action**

Arshad Mahmood (South Asia) and Winston Roberts (Oceania) has to submit their Sub-Regional Reports to the Secretary.

Nor Edzan Che Nasir will organise an online meeting with the SRCs.

### 9. Report from the Strategic Planning Sub-Committee 2019-2020

Members of the Sub-Committee are as follows:
- Jayshree Mamtora (Convener)
- Cendrella Habre
- May Chang
- Premila Gamage
- Ramesh Gaur
- Sanjay Bihani
- Vicki McDonald
- Winston Roberts
- Tina Yang (Chair)
- Nor Edzan Che Nasir (Secretary)

The RSCAO Action Plan for 2020-2021 was completed and submitted to IFLA in December 2020 with two Focus Areas.

**SDG Stories from the Asia and Oceania Region**

A further call sent to countries with a submission date of November 2020 was unsuccessful. The Working Group agreed to split the project into two stages:

- to collate the data from the original stories selected and release it as a booklet sooner rather than later; and
- to identify further ways of collecting stories from countries not represented.

### 10. Report from the Programme Sub-Committee 2019-2020

Members of the Sub-Committee are as follows:
- ChihFeng Lin (Convener)
- Arshad Mahmood
- Cendrella Habre
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<th>16 August 2021</th>
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Ramesh C. Gaur  
Tina Yang (Chair)  
Jayshee Mamtora (Co-Chair)  
Nor Edzan Che Nasir (Secretary)

The Programme Sub-Committee will prepare for a virtual session for IFLA WLIC 2021. The Programme Sub-Committee will have a Zoom meeting to discuss further details.

**Action**  
ChihFeng Lin will organise a Zoom meeting for the Programme Sub-Committee.  
Chihfeng Lin

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| a. | Call for proposals for IFLA WLIC 2021  
Vicki McDonald stated that IFLA WLIC 2021 will be a virtual conference and currently three online platforms are being reviewed. The theme for WLIC 2021 is “Let’s work together for the future” and it will be held over a period of two weeks is August 2021. The closing date for proposals for sessions is 9 April 2021. |

b. | IFLA Elections  
Sanjay Bihani noted that 2021 is an election year for IFLA. He said that all current RSCAO members will be able to stand for election for the Regional Division Committee which will have 20 members. Details of the election process will be released by 1 March 2021. |

c. | Asia Pacific Forum on Sustainable Development  
Stephen Webber has requested for a representative from RSCAO to speak at the Asia Pacific Forum on Sustainable Development to be held on 23 March 2021 at 8.15 (Bangkok time). Tina Yang requested for a speaker from among the RSCAO members but Dilara Begum stated that she has accepted an invitation from Stephen Webber to speak on Bangladesh. |

| 14. | Close of Meeting  
The Chair closed Meeting at 11.50 am (Hong Kong time) and thanked everyone for their presence. |

NEN/21.03.2021