

Matters Arising from Mid-term Meeting, Manila, Philippines, March 2019 and Follow-up Actions



All responsible members should take follow-up actions and report on the results at the SC meetings in Athens, August 2019

Item	Description	Action	Responsible member(s)	Follow-up results
4.1	Some library associations were not active in promoting their library stories.	RO will liaise with the library associations and present them with sample library stories for reference.	RO	
4.2	How to gauge the feedback on the Section's Open Session from participants	The 2019 Programme Committee will work out a strategy.	Premila/2019 Programme Committee	
4.3	There are difficulties maintaining the FOIR list.	Information Coordinator is responsible to maintain the FOIR list. The current list should be kept as it is. No effort is needed to verify past members' email addresses. Outgoing members are automatically added to the list unless they explicitly reject.	Takashi, Information Coordinator	
7.2	Some sub-regional reports included countries in other sub-regions.	The report template will be revised to include a list of countries in each sub-region.	Tina, Secretary	
7.3	Some sub-regional reports covered too many events for each country and too much information on conferences.	Report should focus on important events/activities/projects rather than conferences alone, and include no more than TWO, most impactful events for each country. Priority will be given to events that can demonstrate IFLA or RSCAO's impact. This will help justify the Committee's application for the IFLA Dynamic Unit and Impact Award launched in 2018.	Sub-regional conveners	
7.4	Some events can be further publicized in the Section's newsletter.	RO will publish the selected events and ask Sub-regional conveners for details, if needed.	RO	
10	A&O Open Session at WLIC/IFLA 2019 at Athens, Greece	Premila will contact the candidates. Once confirmed, the finalists will be announced on the Section website. The Programme Committee will carry out the follow-up work until the Open Session in August 2019.	Premila/ Programme Committee	

12.2-12.4	Strategic Plan and Action Plan 2018-2019	Sanjay will forward the emails regarding Professional Committee's rejection of our funding requests to Cendrella to come up with other proposals for specific projects that require funding.	Sanjay & Cendrella	
12.5	The existing Action Plan is too broad with too many items.	The Action and Planning Committee (APC) will revise the plan with actionable projects/activities.	Cendrella/APC	
13	Communication and Marketing Plan 2018-2019	Action 1: CMC Members should follow the Guidelines for updating RSCAO Web and Social Media pages , and regularly post content to FB, and as well send it to the Information Coordinator for the Section's webpage. Action 2: SC Members and Corresponding Members should provide support by sending in updates of activities and events in their countries	CMC members All members	
14	Review of IFLA RSCAO Handbook	RO will send the revised version for Takashi to upload to the Section website.	RO & Takashi	
15.1	RSCAO nomination and elections for 2019-2023.	Action 1: Members are encouraged to work with their respective library associations to coordinate the voting, take into consideration the nominees from the underrepresented countries or regions in our current Committee, and nominees' past performance and engagement in the Committee. Action 2: RO will ask IFLA to email the ballot to each A&O Section member. Action 3: RSCAO Chair will write to Jihye Song and Margaret A. Terry as well as IFLA regarding discontinuing their RSCAO membership.	All members RO Sanjay	
15.2	Elections for RSCAO Chair and Secretary for 2019-2021	RO will coordinate the elections; Member are encouraged to familiarize themselves with IFLA Procedure for election of new Officers and Information Coordinator and participate.	RO All members	
15.4	Election for IFLA Governing Board for 2019-2021	RO will write to IFLA A&O Section members to appeal for support to the candidates from our region.	RO	
16.2	Venue and dates for mid-term meeting a) 2020 in Lebanon b) 2021	Cendrella and RO will work together to settle the meeting details which will be officially announced at the SC meetings in Athens in August 2019. Members who are interested to host the mid-term meeting in 2021 may	RO & Cendrella All members	

		inform Sanjay or Tina.		
17.1	Professional Unit Meeting at the Hague, 12-13 June 2019	Sanjay will reply to IFLA about recommending Cendrella to join the Hague meeting by 12 March	Sanjay	
17.2	RSCAO members' participation in the committee work	SC members are urged to comply with IFLA's rules and policies and fulfill the Responsibilities of all SC members accordingly.	All members	