Endorsed Minutes of the sixty-first meeting of the Governing Board, held on Friday 12 April 2019 from 09.00 – 16.00 in the Koopman Room (IFLA offices), Koninklijke Bibliotheek, Prins Willem-Alexanderhof 5, The Hague, Netherlands.

Present:

**Members:** Glòria Pérez-Salmerón (President, Chair); Barbara Lison (Treasurer); Antonia Arahova; Michael Dowling; Marwa El Sahn; Ágnes Hajdu Barát; Vicki McDonald; Victoria Okojie; Victoria Owen; Raissa Teodori; Maja Žumer.

**Staff:** Gerald Leitner, IFLA Secretary General (SG); Helen Mandl, Deputy Secretary General & Director Member Services (DMS); Stephen Wyber, Manager Policy & Advocacy (MPA); Esther Doria, Project Coordination Assistant (minutes).

Welcome and apologies
The President opened the meeting and welcomed all. She congratulated Barbara Lison on becoming the new IFLA President-elect. There were apologies from Christine Mackenzie (President-Elect); Huanwen Cheng; Patrick Losinski; Torbjörn Nilsson; Ann Okerson; Viviana Quiñones; Knud Schulz and Sueli Mara Soares Pinto Ferreira.

1. General business
1.1 Adoption of agenda
The agenda was adopted.

1.2 Adoption of the minutes
1.2.1 Minutes of the meeting on 14 December 2018 inclusive closed sessions
The Minutes of the meeting on 14 December 2018 inclusive closed sessions were accepted.

Resolution: The Governing Board accepted the minutes inclusive closed sessions as a true and accurate record of the sixtieth meeting of the Governing Board held 14 December 2018, in The Hague, Netherlands, for signing by the President.

1.2.2 Minutes of the meeting on 14 December 2018
The Minutes of the meeting on 14 December 2018 were accepted.

Resolution: The Governing Board accepted the minutes as a true and accurate record of the sixtieth meeting of the Governing Board held on 14 December 2018, in The Hague, Netherlands, for signing by the President.

1.3* Resolutions agreed since last meeting, to be read into the Minutes
The following resolutions were agreed since the last meeting and are recorded in the minutes of this meeting:

Renewal of the UNESCO Chair in Cultural Property Protection and Peace at the University of Newcastle
In 2015, IFLA supported the creation of a UNESCO Chair in Cultural Property Protection and Peace at the University of Newcastle in the United Kingdom. Under the guidance of Professor Peter Stone, this has played an important role in efforts to reinvigorate the International Blue Shield, not least through the dedication of staff time to its operation. In line with standard practice, the Chair is subject to renewal every four years, and IFLA’s support was sought in order to aid this process. Given the progress that has been possible under the current set-up, it makes sense to continue at least for a further term.

**Resolution**: The Executive Committee, on behalf of the Governing Board, decided to offer IFLA’s support for the renewal of the UNESCO Chair in Cultural Property Protection and Peace on 1 April 2019.

**Draft Treaty on Libraries, Archives and Museums**

IFLA’s current official position at WIPO is to promote the 2011 Treaty on Libraries and Archives (TLIB), a document which has been up on the IFLA website in various versions for some years. With a changing landscape at WIPO and the emergence of an energised education lobby, the need to have an updated version has become clear. The proposed text covers all of Libraries, Archives and Museums (TLAM), and proposes a more flexible approach, responding to comments by Member States. At the same time, while IFLA may have this Treaty ready, it is important to ensure that it is released at an appropriate moment, in particular with a view to bringing around those members who currently oppose progress towards an international instrument.

**Resolution**: The Executive Committee, on behalf of the Governing Board, adopted the revised version of TLIB, with a launch date to be set subsequently and according to the optimal timing at WIPO.

**Memorandum of Understanding with TASCHA**

IFLA worked in partnership with the University of Washington’s Technology and Social Change Group (TASCHA) in 2016-17 in order to produce the Development and Access to Information Report. With a new edition planned for 2019, IFLA organised a planning meeting with TASCHA in October 2018. In order to support ongoing decision-making and set out processes and deadlines, a Memorandum of Understanding was created, allocating tasks and setting deadlines.

**Resolution**: The Governing Board noted that the Secretary-General, on behalf of IFLA, signed a Memorandum of Understanding with TASCHA about the preparation of the 2019 Development and Access to Information report.

1.4  Matters arising not elsewhere on the agenda

1.4.1  From the minutes of 28 December 2018

There were no matters arising from the minutes of 28 December 2018.

1.4.2  From the Executive Committee

The Executive Committee met the previous day. The discussed several items related to WLIC and Financial Matters, which will be further discussed with the agenda items to follow, and the EC made decisions regarding the 2019 Honours and Awards.
Resolution: The Governing Board noted the report of the Executive Committee.

2. Strategic matters
2.1 Advocacy
2.1.1 Overview of advocacy activities since last meeting
Stephen Wyber, Manager, Policy and Advocacy, updated the GB on the progress of advocacy activities since the last meeting. IFLA’s overall advocacy work focuses on making information available, ensuring that libraries are seen as partners in development, promoting an open information infrastructure, empowering library users, and safeguarding cultural heritage.
In line with the key themes in the Global Vision, we are aiming increasingly to develop tools and methods which enable advocacy at all levels.

Resolution: The Governing Board noted progress of the advocacy activities.

2.1.2* President’s programme
The President’s activities since the last GB meeting in December have continued to focus on her presidential programme. She accepted invitations to participate in conferences, seminars and library advocacy meetings. While talking about her presidents’ programme she also discussed IFLA’s transformation, libraries, SDG’s and IFLA’s Global Vision.
During her visits to different countries, she has met with the local library community and encouraged institutions and associations to become IFLA members, noting that IFLA has a mission to raise awareness of the importance of high-quality library services for communities and to help the profession deliver on its promise. Key to these is becoming an engaged, inclusive and united library field.
The President participated in the following events since the last GB meeting in The Hague:

- Visit to Taiwan, China, on 9-12 January 2019.
- Visit to New Zealand, Wellington, Christchurch and Auckland on 6-10 February 2019.
- ALIA Information Online 2019, Sidney, Australia, on 11-14 February 2019.
- Cluster FESABID and the ODSs.
- IFLA LAC midterm meeting events in Brasilia, Brazil, on 11-14 March 2019.
- Brazilian Librarian's Day on 12 March 2019.
- IIBCt General Council Meeting on 13 March 2019.
- IFLA LAC Standing Committee meeting on 14 March 2019.
- 7th German Library Congress in Leipzig, Germany, on 18 – 21 March 2019.
- Mentorship in the implementation of the Russian national project "Culture in the field”.

Resolution: The Governing Board noted the President’s programme.

2.1.3* President-elect’s programme
The President-elect participated in the following events since the last GB meeting in The Hague:

- Together with the President and Secretary General, followed up on an introduction by José Borghino, Secretary General of the International Publishers Association to the International Federation of Arts Councils and Culture Agencies (IFACCA) which is based in Sydney, and met with Meredith Okell, Communications and Engagement Manager. IFACCA is the global network of arts councils and ministries of culture with member institutions in over 70 countries. Half their membership is made up of government ministries of arts and culture and the other half by arts councils. They have official consultative status with UNESCO.
- In March she met with Dr Susan La Marca, Executive Officer, School Library Association of Victoria who is also the Oceania region representative on the International School Library Association, which works closely with the IFLA School Libraries Section. It was an opportunity to talk about the IFLA Global Vision and also the SDG stories and Susan is keen to use these as a focus for SLAV’s advocacy. As a result of the meeting she was invited to submit an article to their journal and to speak at their conference in November about IFLA.

Resolution: The Governing Board noted the President-elect’s programme.

2.1.4* Governing Board members reports on official representation
The following Governing Board members reported on official representation:

Marwa El Sahn:
Marwa El Sahn represented IFLA as GB member to animate a Global Vision Workshop in Beirut (Lebanon) on 11 and 12 March 2019. This successful workshop was organized in cooperation with the Lebanese Library Association (LLA) at USEK university and involved 30 librarians.

Barbara Lison:
Barbara Lison represented IFLA at the following events:
- Bibliotheca European Sales Meeting in Amsterdam.
- Bibliothekskongress in Leipzig.
- Meeting of BII (Bibliothek & Information International) in Berlin.

Patrick Losinski:
Patrick Losinski presented to the OCLC Leadership Team on April 4th. Within his presentation, he thanked them for their continued lead sponsorship of WLIC each year. Columbus Metropolitan Library hosted the OCLC IFLA Fellows on April 5th. It included a presentation by Patrick Losinski and an extensive tour of their library system. And of course he stressed his involvement with the IFLA Governing Board and encouraged their lifelong participation in IFLA.

Vicki McDonald:
The IFLA Library Buildings & Equipment Standing Committee held their mid-term meeting at the State Library of Queensland on 12 March 2019. Vicki McDonald welcomed the Committee and also provided a tour of the State Library. On 14 March 2019 Vicki McDonald attended the ALIA Australian Library Design Awards. She provided a welcome to delegates and also chaired a session which included a panel session of IFLA LBES Standing Committee members.

**Victoria Owen:**
Victoria Owen attended the following meetings on behalf of IFLA:
- As IFLA Representative on the Board of the WIPO Accessible Book Consortium; teleconference meeting February 15, 2019.
- As the Governing Board Representative to CLM, she attended the March 21-22 joint FAIFE-CLM mid-term meeting in London, UK.
- As an IFLA delegate, she attended the WIPO Standing Committee on Copyright and Related Rights 38, April 1-5, 2019, Geneva, Switzerland.

Victoria Owen reported: “Each of the meetings involved copyright and related rights as they relate to libraries, archives and museums. At WIPO SCCR we are moving ahead with the discussion on an instrument for libraries, archives and museums. A number of us have been attending WIPO SCCR meetings for years and are seeing some positive indications of the work that has been undertaken on this file. It would be important for IFLA to continue its support of the highly capable leadership of Winston Tabb on this file. He is a skilled diplomat and can navigate the nuanced and political environment at WIPO.”

**Resolution:** The Governing Board noted the reports from Governing Board members on official representation.

2.2 **Strategic partnerships**

2.2.1* Overview of Strategic Partners activities since last meeting

IFLA works closely with fellow cultural heritage associations in the context of the Blue Shield, WIPO and UNESCO, and with others in the Internet Governance, copyright, and local content fields.

A highlight has been the meeting with a number of Strategic Partners in January 2019, which led to agreement on some specific joint projects. A round of meetings with UNESCO contacts in February has reaffirmed the breadth of IFLA’s cooperation with the organisation, with welcome potential to work through IFLA’s PAC Centres. Indigenous languages will be a particular area of focus in 2019 – the International Year – and work is ongoing with the Global Alliance of Partnerships for Media and Information Literacy (GAPMIL).

IFLA continues to be closely aligned with other cultural heritage organisations at WIPO, as well as seeing opportunities to work with it in our own capacity building initiatives.

**Resolution:** The Governing Board noted the strategic partnership developments since the last meeting.

2.3 **Policy and Standards**

2.3.1 Overview on Policy Developments

Work is ongoing on background documents around the proposed Statement on Censorship, in order to ensure that a full package is available on release of the statement.
There is ongoing work on a statement on archiving rights and publicly identifiable information. There is also potential for a statement around extended collective licensing, a general statement on library cuts, and one on open educational resources. We will also continue work on user-generated content. Meanwhile, discussions continue around following up on the statement on copyright literacy and copyright education with a survey of current library association practices in this area. The 25th anniversary year of the IFLA-UNESCO Public Library Manifesto provides an opportunity to work with the Public Libraries Section on the review.

Resolution: The Governing Board noted the Overview on Policy Developments.

2.3.2 Update on IFLA Linked Data and Namespaces
In the previous GB meeting it was reported that work had begun on the preliminary stages of the development of a metadata registry for IFLA technical standards. IFLA followed up with the only company working in this area and able to host the IFLA metadata registry – Metadata Management Associates (MMA) to make the necessary steps towards the establishment of a registry and the submission of existing technical standards into the registry system. Helen Mandl reported that there has been some delay in moving this forward, but the contact is now almost ready, and preparations have already been made by the workgroups to set up their data to be uploaded into the system.

Resolution: The Governing Board noted the progress of the work on IFLA Namespaces.

2.4 Planning

2.4.1 Strategic Direction 1 Libraries in Society
Work on the toolkit to help libraries engage in national literacy and reading strategies is almost complete, with the final version due to be launched at WLIC. IFLA has joined the organising committee for the 2019 Global Media and Information Literacy (MIL) Week. We have issued an invitation to members to join the Global Alliance of Partnerships for Media and Information Literacy (GAPMIL) with a view to maximising the number of library votes at the upcoming elections. IFLA continues to draw on the findings of the 2018 edition of the Trend Report, and is planning both for the 2019 Update, and a wholesale refresh in 2020.

Resolution: The Governing Board noted the progress of Strategic Direction 1.

2.4.2 Strategic Direction 2 Information and Knowledge
IFLA continues to make the case for a full, modern and flexible set of exceptions and limitations to copyright, as well as for an open and accessible internet, in order to maximise access to information and its impact on society. IFLA continues to engage in discussions at the World Intellectual Property Organisation, the European Union and at national level in favour of better copyright laws, with welcome progress on all fronts. It is developing its capacity to act in support of members in relevant domestic reforms. The Marrakesh Implementation Guide and Monitoring Report appear to be having a growing impact. IFLA will shortly finalise both its public access policy toolkit and guidelines on public access in libraries.
Resolution: The Governing Board notes the progress of Strategic Direction 2, and welcomed the publication of the guide on Marrakesh Treaty implementation in libraries.

2.4.3 Strategic Direction 3 Cultural Heritage
The General Agreement between the sixteen Preservation and Conservation (PAC) Centres and IFLA expired in the end of 2018. Based on the past three years of performance and the Final Reports, the PAC Centres have been reviewed. 14 PAC Centres have been asked to sign new agreements with IFLA, with two others providing additional information. IFLA is working to raise their profile, and support the sharing of their expertise. A task group looking at adapting preservation standards for the digital age is being formed, following up from the work on all of IFLA’s relevant preservation standards. Work is advancing well under the Digital Unification Working Group, which is moving towards a final draft of a set of guidelines. Given the time and cost involved, it will focus rather on promoting the guidelines through other relevant events. At WLIC 2019, the Preservation and Conservation Section and the PAC Centres will host joint meetings in order to work more closely together on delivering the Global Vision in their field.

Resolution: The Governing Board:
- Noted the progress of Strategic Direction 3.
- Noted that the Digital Unification Working Group intends to promote its work through other channels than a dedicated conference.

2.4.4 Strategic Direction 4 Capacity Building
IFLA continues to advocate internationally for libraries as partners for development, drawing on the Development and Access to Information report. We are increasingly exploring engagement possibilities at the regional level, both in order to prepare for the High Level Political Forum, and to support national-level work. Materials from the International Advocacy Programme and Building Strong Library Associations programme are being regularly used in support of capacity building. The lessons from the evaluation of the IAP programme will feed into IFLA’s ongoing thinking. Plans for the 2019 High Level Political Forum are being developed, centred on the arguments that the Development and Access to Information Report will provide.

Resolution: The Governing Board noted the progress of Strategic Direction 4 since December 2018.

2.4.5 Data Privacy Update
With the implementation of the General Data Protection Regulation (GDPR), IFLA has to ensure that personal data is kept securely and that any sharing of data occurs only when permissions to do so have been agreed to by the persons involved. Completion of data privacy permissions must be provided before new members are fully processed and invoiced. This procedure ensures we have relevant permissions from the beginning and particularly covers the provision of member data to section officers who are classed as third parties. Membership staff are still working to obtain permissions from a small number of organisational members who have not yet responded to emails to provide this information. Within the recent nomination and election process across all committees, data privacy permissions were included from the start. In previous years, these permissions were only
sought once a person had been elected. The change in procedure ensures we have verifiable data and permissions covering the publication of personal data to members and also allowing IFLA to note names and email contacts on the IFLA website. IFLA’s lawyer was involved in advising on GDPR requirements to cover the creation of the new IFLA website. IFLA has established a framework and data processing agreement with our development partner, BitFactory, and these were recently signed before work on the next phase of the website project occurs.

Resolution: The Governing Board noted the Data Privacy Update.

2.4.6 IFLA and SIGL Activities

2.4.6.1 SIGL overview

During the SIGL Board meeting, held the previous Sunday, an agreement was made to amend the SIGL statutes. From August 2019, there will be some changes in the SIGL Board structure. The new Board will consist of three Board Members instead of four. Instead of the IFLA President and IFLA President-elect being part of the SIGL Board, the former IFLA President will automatically become SIGL Chair. There will be one representative of the Bill & Melinda Gates Foundation until 2022; after which representation from the Bill & Melinda Gates Foundation on the SIGL Board will cease. The third Board member will be a representative from the Library Field. For this position, there is a requirement that this Board member has not been a member of the IFLA Governing Board in the past 2 years. A draft of the new Statutes is currently being reviewed by the IFLA lawyers and the Notary.

Resolution: The Governing Board noted the SIGL overview.

2.4.6.2* Global Vision Project

More ideas continue to be submitted in the Ideas Store, and IFLA has maintained its contact with the associations and the Global Vision community. Planning is underway for the next steps and the future of the Ideas Store.

Resolution: The Governing Board noted the Global Vision Project.

2.4.6.3* Library Map of the World

In 2019, the LMW team aims to have some content published on the LMW from all countries where IFLA has members. Getting more content online is this year’s priority. So far, the LMW team managed to engage with data and content contributors in 135 countries. Content from 115 countries is published on the LMW website. New data collection and curation processes have been introduced to all engaged contributors. This includes adjusted data collection on the number of libraries and a new data submission and updating form.

More SDG stories are being published as the LMW team undertook a new and proactive approach in identifying potential impactful stories from various sources and reaching out to potential contributors. Additional capacity building tools and resources have been made available to LMW contributors to increase their engagement with the LMW. The team is working to scope potential site developments to improve the usability of the LMW website.
Resolution: The Governing Board noted the Library Map of the World activity.

2.4.6.4* DA2I report
IFLA has continued to promote the existing Development and Access to Information Report and its findings. Progress is well advanced on the next DA2I report. It will be launched at the President’s Meeting 2019 in Buenos Aires, with a formal announcement at the Ministerial Forum on the previous day. The earlier release will make it easier to promote, as well, at the High Level Political Forum, where we will be bidding for a side-event. Our goal is to ensure that the report continues to represent both a calling card, and a sign of IFLA’s contribution to global thinking about how to achieve the SDGs.
Once the report is launched, we will continue to look for opportunities to promote it ourselves, as well as produce tools which allow it to be useful for library associations.

The 2019 edition of the DA2I report will follow the same structure as the 2017 edition, with a chapter on data, one on libraries, and five on individual SDGs. The data chapter will look at trends and developments against the 2015 baseline, giving a first idea of where countries may need to be investing effort, and helping to identify good examples. We hope that this will build the case for others to take a more comprehensive look at access.
The library chapter will mirror the data chapter, providing stories of library activities that show the capability of the field to provide answers.
Individual thematic chapters will look at SDG4 (education), SDG8 (employment and growth), SDG10 (inequality), SDG 13 (climate change) and SDG 16 (governance), with writers from three different continents and a mixture of academic, advocacy and government backgrounds.
The report will be shorter than last time, with most of the data available online. This will also make it easier to draw on this information in supporting library engagement in voluntary national reviews and other advocacy work. The data work will also support submissions to the International Expert Advisory Group on SDG data, which in 2019 will be moving towards finalising recommendations for new indicators.

The Ministerial Forum and the President’s Meeting will be followed by a Regional Meeting focusing on Strategy, for which representatives from Library Associations from all countries in the LAC region have been invited by IFLA.

Resolution: The Governing Board noted the update on the DA2I work.

2.4.6.5* New IFLA Website
After the Concept phase and the Discovery and Design phase were finalized, we have now entered the Development phase of the new IFLA website. IFLA has been working on the website project with Bitfactory – a software development company based in Rotterdam.
A new agreement framework with Bitfactory for the Development stage was signed. As the website development will be carried out in line with Scrum/Agile methodology, it will be divided into six Sprints (iterations of development cycles), each lasting approx. two weeks. Sprint #1 is scheduled for April 1-12, 2019. A sprint retrospective is planned after each session to evaluate the work and find the ways to improve.

Resolution: The Governing Board noted the update on the New IFLA Website.

2.4.6.6* Staff and Office
The Governing Board was provided with an overview of IFLA and SIGL staff in April 2019.

Resolution: The Governing Board noted the update on Staff and Office.

2.4.7 IFLA Strategy Approval
The final version of the IFLA New Strategy Framework 2019-2024 was handed out to the Governing Board members for final approval.


3. Professional matters
3.1 Congresses
3.1.1 WLIC 2018 Kuala Lumpur final report
At the Governing Board meeting in December 2018, the Final Report for WLIC 2018 from KIT and the evaluation report from delegates were presented. These documents provided the facts and statistics from the conference and the survey results showing that WLIC 2018 Kuala Lumpur scored IFLA’s highest ever rating from delegates. What was not available at the time was a clear picture of the WLIC finances, particularly in terms of promised sponsorship. In the lead up to the congress, Malaysia experienced a new government, stringent anti-corruption measures and, for our colleagues in the National Committee, more difficult processes in receiving and moving funding between departments and to outside bodies. As many of the promises for subventions and funding had been made before the new regime, ensuring that the funds were provided became more problematic.
Since December, IFLA staff have been in regular contact with the Malaysian National Committee seeking news of sponsorship promised by MCMC, the Malaysian Communications and Multimedia Commission and sponsorship from MyCEB, the Malaysian Convention and Exhibition Bureau. In mid-March, the MCMC sponsorship had finally been transferred to the Conference BV account.
The funds from MyCEB have also been included in the audited accounts because the auditors have been assured by emails that the payment is underway and expected.
The IFLA Secretary General would like to particularly acknowledge the work of Dato Nafisah Ahmad, Co-Chair of the National Committee, President of the Librarians Association of Malaysia, and Director of the National Library of Malaysia, for her assured and steady hand in finding a successful path through governmental departments and negotiations.

Resolution:
- The Governing Board noted the WLIC 2018 Kuala Lumpur final report.
- The Governing Board requests the Secretary General to pass on to the Malaysian National Committee their deepest appreciation for the work over the past months to bring the outcomes of the Congress to a successful conclusion.

3.1.2 WLIC 2019 Athens progress report
There has been good progress on the planning of the WLIC 2019 Congress. Since December the National Committee, IFLA HQ and KIT have had weekly teleconferences. Helen Mandl and Roberta Odebrecht and a team of colleagues (KIT) visited Athens in January. There was a constructive meeting with the National Committee and with the Volunteers Committee. The group also visited HAEF, the location for the Standing Committee meetings which is in a suburb of Athens and the venues for the Officers
Reception and the Cultural Evening. IFLA Secretary General Gerald Leitner also attended to meet with the National Committee and for appointments with a number of leading foundations in Greece.

The work of the National Committee and the Secretary General has resulted in substantial sponsorship and grants from a number of Greek foundations. They have been approved and actions are taking place to enable the transfer of funds to the conference account.

The grants include:

- Bodossaki Foundation - €5,000 – unrestricted grant (received)
- Onassis Foundation - €10,000 – registration grants for Greek librarians (in process)
- Aikaterini Laskaridis Foundation - €50,000 – registration grants for Greek librarians (in process)
- Stavros Niarchos Foundation - €137,000 – cultural evening catering and transportation (in process)
- Stavros Niarchos Foundation - €23,000 – registration grants for Greek librarians (in process)

Despite all the hard work to obtain additional funding, WLIC 2019 is currently still facing a deficit. The Secretary General asked the Members of the Governing Board for support in promoting WLIC 2019 by distributing the WLIC newsletter in the mailing lists in their countries. The contract with the Conference Center has been signed. Calls for poster sessions and volunteers have gone out. The congress programme is in the final stages and will be available from the Congress Website shortly. A number of drafts have been sent to Officers for review purposes.

IFLA HQ, the National Committee and KIT will continue to have regular teleconferences. KIT will undertake a site visit in May to ensure contracts with all suppliers are finalised.

**Resolution:** The Governing Board noted the WLIC 2019 Athens progress report.

### 3.1.3 WLIC 2020 Update

A closed session of the Governing Board followed.

### 3.1.4 WLIC 2021 Stage 3 report

A closed session of the Governing Board followed.

### 3.1.5 WLIC 2022 Call for expressions of interest

**Resolution:** The Governing Board decided that a WLIC 2022 Call for Expressions of Interest was not needed.

#### 3.1.6 Selection of Professional Conference Organiser

IFLA’s current Professional Conference Organiser (PCO) is KIT Group based in Berlin, Germany since 2012. Agreements have been signed with them for the periods 2012-2014, 2015-2017 and 2018-2020. In 2018, a further single year extension was agreed on to cover 2021. The Governing Board then requested that IFLA undergo a tender process to test the market and see what other companies may be suitable.

IFLA published a Request for Proposals for the appointment of a Professional Conference Organiser for 2022-2024. After the closing date 14 responses had been received. Three companies were shortlisted:

- Congrex Switzerland – based in Switzerland
- KENES Group – based in Israel and Bulgaria
- KIT Group – based in Germany
An initial comparison of costs was completed. The Secretary General and Deputy Secretary General then held phone interviews with each company to discuss their proposals and to clarify issues regarding their fees and fee structure.

The conversations with the shortlisted three companies were a starting point to understanding their proposals and fee structures. To make a final decision, more information is needed, particularly from the KENES Group and KIT Group.

The CAC agreed that more information regarding the KENES Group and KIT Group should be obtained and made a recommendation to the Governing Board that the Secretary General and IFLA staff hold face to face meetings with representatives of KENES Group and KIT Group and that the Secretary General be given the authority to make the final decision and sign a contract with the recommended company.

Resolution: The Governing Board unanimously resolved that the Secretary General and IFLA staff hold face to face meetings with representatives of KENES Group and KIT Group, and gave the Secretary General the authority to make the final decision and sign a contract with the recommended company.

3.1.7 Other business from CAC

There was no other business from CAC.

3.2 Professional programme matters

3.2.1 Professional programme report

The Professional Committee met on 10 April. Martin Wade joined the PC meeting.

The PC considered the new IFLA Strategic Framework, especially in terms of its impact on the Professional Units. A number of items examined how to improve the quality and impact of work through improvements to the existing Action Plan Template, Project Funding Policy, WLIC Professional Programme and unit pages on the new IFLA Website. This discussion was aimed at helping units to demonstrate the alignment of their work with IFLA’s Strategic Directions and Key Initiatives.

As 2019 is an election year, the PC evaluated the status of Section Standing Committees and examined results for the Divisions and Review Groups.

With the new IFLA Strategic Plan it is critical that Sections align their work more clearly with that of IFLA’s. The current Action Plan Template is being amended to reflect feedback from the units and recommendations from the PC. IFLA HQ will provide an updated version of the template for approval by the PC. The final version will be distributed to the units for discussion in the June Officers’ Workshops. This workshop in The Hague will be the start of the drafting process of their action plans, which will be finished in August.

The Professional Unit representative that will attend the Workshops at IFLA HQ in June will also receive a document on the new Strategic Directions. Outcomes from the workshop will be taken into consideration when finalising the WLIC 2019 Professional Programme.

The PC had a discussion on the use of PC funds for the fees of consultants, experts, or otherwise paid professional labour. There was also discussion as to who was eligible to receive PC reimbursement for their work.

It was decided to clarify the Professional Committee Funding Policy to make it clear that Projects should be within the existing scope of the Unit’s expertise, and that outside consultants would only be considered in exceptional circumstances, examined on a case-by-case basis by the PC. It was agreed to develop a new Project Funding Proposal template,
requiring the units to give a more detailed breakdown of proposed amount of work, which will be circulated to the Professional Committee for approval.

The PC noted that the continued need and purpose of Satellite Meetings is an issue that needs further discussion in the coming years, however in the interim some points needed to be addressed to improve the planning of these meetings. It was decided that the geographic area in which Satellite Meetings can be held will be set by the PC on a yearly basis, depending on the location of the WLIC Congress in that year, starting with WLIC 2020. It was also clarified in the policy that Satellite Meetings are not guaranteed for approval, and are examined on a case-by-case basis by the PC. The host institutions for Satellite Meetings have been required to sign an agreement indemnifying IFLA from any liability or responsibility for these meetings. This agreement will be revised and included in any call for host institutions for future WLICs.

The programme for WLIC 2019 is ready and will be published on the website soon. It was decided that, starting from 2020, a representative from the unit that wins the Dynamic Unit Award will join the jury of the next year’s award, and their unit will not be eligible for entry that year.

The PC has 3 x 2-hour slots on the final day of the Congress. In the first 2-hour session, a programme will be developed for all members of Standing Committees and other interested participants. The aim will be to invite all Standing Committee members together to network, share stories and be inspired as they begin their IFLA journey.” The other 2 x 2-hour sessions will be used for Lightning Talks of 5-minutes each.

A jury is required for the Poster Sessions at WLIC 2019 for the award of Best Poster. One PC member and one representative from Art Libraries will be on the jury. The PC asked the GB to choose one of its members to join the jury. It was decided that Ágnes Hajdu Barát will join the jury.

The editor of the IFLA Journal will finish his 5-year appointment at the beginning of August 2019. The PC recommended that a general Call for Expressions of Interest for the IFLA Journal Editor should be published in the coming weeks. This was approved by the Governing Board. The PC also recommended that IFLA consider undertaking during the next 5 years an assessment of the IFLA Journal regarding its purpose and continued relevancy.

The PC noted that funding had been carried over to support the establishment and first year of the Namespace Project. They noted some concern around the ongoing funding and the future sustainability of funding for the project. It was noted that a decision was made by the GB at the start of the project to look for additional outside funding to be able to support ongoing expenses of the project, and it’s therefore not in the budget. The PC will make a plan on how to further proceed with this.

The PC reviewed the outcomes from the current elections process. The Professional Committee Chair and GB members congratulated Vicki McDonald on being elected as the new Chair of the Professional Committee. The PC questions if people should be able to be members of multiple review groups. As this is not currently addressed in the Rules of Procedure, this should be considered as part of the governance review in the coming year.

In Division I there was a tie between two candidates for the position of Chair.
After discussion the PC decided to recommend to hold a second election between the two candidates with the highest number of votes. The officers of Division I will be asked to vote again on the two candidates. If there is a tie in the second election there will be a draw from a hat to decide who will be the Chair.

Following recommendations from the ISBD Review Group Chair, the PC asked for endorsement from the Governing Board on eight appointments to the ISBD Review Group:

- Renate Behrens – Germany
- Gordon Dunsire – UK
- Mélanie Roche – France
- Rehab Ouf – Egypt
- Saeedeh Akbari-Daryan - Iran
- Flavia Bruni - Italy
- Judit Fejes – Hungary
- Holly White – Australia

Following recommendations from the PUC Chair, the PC asked for endorsement from the Governing Board on three appointments to the Permanent UNIMARC Committee:

- Saeedeh Akbari-Daryan – Iran
- Genovaiütė Rutkauskienė – Lithuania
- Héloïse Lecomte – France

All these appointments were endorsed by the GB.

Nominations for Standing Committee positions have remained stable. Following the election process, there are two Sections at risk as they have fewer than the required minimum of 10 SC members, and one Section has fewer than the required number of 40 IFLA members. These Sections will be given until the end of 2019 to co-opt additional members/raise their membership. The PC will carry out a review of three SIGs, with a decision on their continuation to be made in August 2019 and will re-examine two other SIGs in 2019 following their one-year extensions granted in 2018.

Resolution: The Governing Board:

- nominated Ágnes Hajdu Barát to join the jury for the Poster Sessions at WLIC 2019.
- endorsed a Call for Expressions of Interest for the position of IFLA Journal Editor.
- endorsed the eight appointments to the ISBD Review Group.
- endorsed the three appointments to the Permanent UNIMARC Committee.
- The Governing Board noted the newly elected Division Chairs for Division II, III and IV, the appointed Division Chair for Division V, and the new PC Chair.
- The Governing Board endorsed a second round of voting for the position of Division I Chair following a tie.

3.2.2 Professional committee report on items not elsewhere on the agenda

There were no further items.

3.3 Advisory Committee Reports

3.3.1 CLM

The CLM Advisory Committee held its mid-term meeting in London, including a joint session with FAIFE focusing on open access, including delivering on the Governing Board’s mandate of December 2018, and on data protection as a potential area for future work by both
committees. The Committee will organize three sessions in Athens and is engaged in a number of others. The CLM network continues to grow in number of participants. A statement on PLR is finalized and will shortly be made available.

Resolution: The Governing Board:
- Noted progress of the activities of the CLM Committee

3.3.1.1 CLM Report on Open Access and IFLA
CLM had a first discussion around how to deliver on the mandate of the Governing Board at its mid-term meeting. It engaged FAIFE in the conversation, agreeing on a way forwards in creating a working group and updating IFLA’s position on Open Access. CLM will report back to the Board at its next meeting, by which time the working group should be operational, and a draft of a revised Open Access statement underway.

Resolution: The Governing Board noted the progress made by CLM on the mandate given it by the Board.

3.3.2 FAIFE
The FAIFE Committee is working on statements on censorship and archiving rights and personally identifiable information, a broader policy paper on library neutrality, and a set of guidelines on public internet access in libraries. It is also improving its communications and engagement with the library community in its areas of work.

Resolution: The Governing Board noted the progress of the activities of the FAIFE Committee.

3.3.3* Cultural Heritage Programme
The Cultural Heritage Programme Advisory Committee has held one call in 2019 so far, discussing how it can support IFLA’s overall work on cultural heritage, in line with its terms of reference.
In particular it discussed plans for WLIC 2019 in order to promote complementarity between relevant programming, and welcomed the decision by the Professional Committee to move towards a form of track on preservation issues. They also discussed means of reinvigorating the Risk Register, and enhancing engagement with the UNESCO Memory of the World Programme.
In line with the terms of reference of the committee, five of its members are due for renewal in August 2019 – including the representatives of the PAC Centres, the Preservation and Conservation Section, and the UNESCO Memory of the World Programme, plus two expert members. Furthermore, the Committee as a whole needs to be reviewed. IFLA Headquarters will carry out a review, working both with current members of the Committee, and with representatives of relevant other committees, in order to make recommendations. These will be submitted to the Executive Committee, allowing for candidates for any new positions to be identified and the new Governing Board to take a decision about the composition of the Committee at its first meeting in August.

Resolution: The Governing Board:
- Noted the work of the Committee.
- Noted the planned review of Committee.
3.3.4* Committee on Standards
The Committee on Standards has monthly meetings, and is involved with the Namespace Project and the professional UNIMARC Committee.
The Committee is working on several Guidelines and Standards.

Resolution: The Governing Board noted the work of the Committee on Standards.

4. Financial Matters
4.1 2018 annual financial statements and management letter
4.1.1 IFLA Finance Report 2018
4.1.2 IFLA Management Letter 2018
The Treasurer presented the 2018 annual financial statements and management letter to the Governing Board.
The financial result of 2018 is very positive, with a surplus of € 290,937 against a budgeted surplus of € 608. The surplus in 2017 was € 32,660.
The result is positively influenced by results such as the positive result from IFLA Holding B.V. of € 158,558, the income from Magreet Wijnstroom Fund of €10,638 and the income from other IFLA Funds of € 15,744.
The surplus brings the general reserves of IFLA as per December 31, 2018 to € 1,513,581.
This amount is close to the operation costs for one year. It is IFLA’s goal that the general reserves are equal to cover the operation costs for one year, which should be available to close down the organisation.
The total income was € 2,183,797, compared to € 2,015,839 in 2017.
The total expenditure was € 1,892,860, compared to € 1,983,179 in 2017.

The Finance Committee made a recommendation to the Governing Board that the surplus result of € 290,937 is added against the reserves as follows:
- € 25,586 is added to the Earmarked reserves
- € 265,351 is added to the General reserves

The IFLA Management Letter 2018 was discussed. The auditors were very satisfied with the information they received from the administration, which enabled them to perform the audit effectively. They thanked all IFLA personnel for their cooperation. They noted that remarks from last year have been followed up very well.
It was further noted that professional management, staff and internal control is decisive. Due to the efforts of the Secretary General and the other staff members of IFLA, all aspects are under control and well mastered. The Treasurer thanked everyone who contributed to this for the work done.

IFLA has several bank-accounts but almost all the cash is on bank accounts at the ABN-AMRO Bank N.V. in the Netherlands. Due to the possible risk of bankruptcy or the risk of cyber-attacks, the auditors are advising the Board to reconsider if almost all the cash of around € 5,250,000 should be on the bank accounts of only one financial institution.
The number of bank accounts has already been discussed in previous Finance Committee and Governing Board meetings, and the Finance Committee recommended to the GB not to follow the advice of the auditors in this matter, and to continue to keep the funds at the ABN-AMRO Bank N.V., that is still paying a small interest rate of 0,03 %.

Resolution: The Governing Board:
• accepted the Annual Financial Report 2018 for presenting to the members at the General Assembly in August 2019.
• agreed that the surplus result of €290,937 is added against the reserves as follows:
  - €25,586 is added to the Earmarked reserves.
  - €265,351 is added to the General reserves.
• accepted the auditor’s Management Letter, with the exception of item 4 regarding the bank accounts.

4.2 Treasurer’s Statement Annual Report 2018
The Treasurer presented the Treasurer’s Statement in the Annual Report 2018 to the GB members.

The financial result of the year 2018 shows a surplus of €290,937, compared to a surplus of €32,660 for 2017. The surplus of 2018 brings our general reserves to €1,513,581, and earmarked reserves to €67,961. This level of reserves is close to the level of reserves required under our Reserves Policy. These reserves are an important asset for IFLA to secure our work and sustainability into the future.

Since 2012 IFLA’s World Library Information Congress has been operating through IFLA Holding B.V. and its subsidiaries, of which IFLA is the sole shareholder, therefore the consolidated company results are included in the annual financial statements of IFLA. The IFLA WLIC surplus showed a decreasing trend between 2014-2017 (2014: €126,364 surplus; 2015: €55,063 surplus; 2016: €7,975 surplus; 2017: €18,488 deficit). The WLIC of 2018 (Kuala Lumpur, Malaysia), however, resulted in a positive financial result of €158,588.

Thanks to funding from the Bill and Melinda Gates Foundation, in 2018 IFLA was able to spend €708,712 on Key Initiatives involving the International Advocacy programme. Furthermore, IFLA works strongly together with Stichting IFLA Global Libraries (SIGL) on projects primarily funded by the Bill and Melinda Gates Foundation through its Legacy Grant and Data Grant. Therefore, a part of IFLA’s staff and overhead expenses is jointly carried between IFLA and SIGL.

The past trend of decreasing membership income during 2014-2017 has been turned around in 2018, with an increase of €35,358, but it remains important for IFLA to explore additional funding opportunities in the coming years to ensure our ongoing viability. IFLA is very grateful to its member organisations and individuals who support us through donations and hosting activities, and to the organisations that support our initiatives and projects through grant funding.


4.3 Reduction of the duration of the 30% ruling from 8 to 5 years
A closed session of the Governing Board followed.

4.4 Shareholders Meeting for IFLA Holding BV and subsidiaries
4.4.1 Financial Statements 2018 IFLA Holding BV
4.4.2 Management Letter 2018 IFLA Holding BV

The General Meeting of the IFLA Holding B.V. was convened.
The General Meeting appointed Glòria Pérez-Salmerón, Director, Chair of the meeting.
The directors of the IFLA Holding B.V. – Gerald Leitner, Barbara Lison and Glòria Pérez-Salmerón – met on Wednesday 10 April 2019 and made the following recommendations to the shareholders meeting:

**IFLA Holding B.V.**
1. To adopt the Annual Accounts of the Company for the financial year ended December 31, 2018, as they have been presented to the meeting;
2. To adopt the proposal of the Board of Directors of the Company to add the net profit of the Company over the financial year from January 1, 2018 until December 31, 2018 amounting to € 158,588 to the other reserves;
3. To adopt the aforementioned Annual Accounts of the Company for filing, to be filed with the Chamber of Commerce;
4. To discharge the Board of Directors of the Company from its duties performed over the aforementioned financial year.

**Resolution:** The shareholders unanimously adopted all the proposed recommendations.

**4.5 Report on items not elsewhere on the agenda**
The Finance Committee decided to postpone the discussion on the Risk Management Plan to the next meeting due to the absence of Patrick Losinski and Christine McKenzie, who are both involved in this item. A decision was therefore made by the GB to move the Risk Management Plan forward to the next Governing Board meeting.

**Resolution:** The Governing Board accepted the postponement of the Risk Management Plan.

**5. Governance**
**5.1* Membership – admission of members**
**5.1.1 New members November 2018 – March 2019**
**5.1.2 Non paid – exclusion**
**5.1.3 Overview of cancellations**
The year 2018 started with 1,293 and ended with 1,333 paying members. Membership income for 2018 was € 749,000 (rounded) against a budgeted figure of € 755,000. This result represents 99% of the 2018 budgeted amount, compared to 93% of the budgeted amount for 2017. The 1% shortfall represents a loss of € 6,000 (rounded) against the 2018 budget, and an overall income increase of over € 35,000 (rounded) compared to 2017.

Budgeted income for 2019 is € 785,000 an increase of € 36,000 (rounded) on 2018 results.

Membership targets 2019:
- **Membership Retention:**
  IFLA will continue to improve the retention rate within the Institutional and Associate categories as these stakeholders represent the main membership income generators. Added to this, we anticipate increased retention rates and growth for Personal Affiliates as a result of the decision made by the Governing Board to reduce fees in these categories.
- **Growth in New Members:**
  In 2019 IFLA will focus on increasing membership among the Top 500 Universities and with National Libraries worldwide, following on from the established baseline
data created in 2018. A focus on improving global representation will also take place, with the aim to increase country representation in all IFLA regions. Special attention will be given to the regions of Africa and Latin America and the Caribbean to further improve representation in these geographical areas.

Work on the implementation of new internal procedures is underway, with a review of communications, membership benefits and financial processes underway. The Membership Team is working closely with business partners and stakeholder groups to ensure that processes are streamlined, transparent and efficient.

According to the Statutes, the IFLA Governing Board has to formally admit new IFLA members for the period 15th November 2018–14th March 2019.

**Resolution:** The Governing Board resolved to admit the new members for the period 15th November 2018–14th March 2019.

**Resolution:** The Governing Board noted the membership targets for 2019.

### 5.2 IFLA Annual Report 2018

The draft 2018 annual report was presented to Governing Board members. The annual report will be printed for the members and the General Assembly. The design will be similar to the design for the 2017 report. When IFLA changes the house style, this will also include the style of the annual report.

**Resolution:** The Governing Board unanimously approved the draft 2018 annual report and commissioned the Secretary General to give this report to the General Assembly.

### 5.3 Appointment of CLM Advisory Committee

According to the terms of reference of CLM, the chair is directly designated by the Governing Board on the basis of candidacies submitted by IFLA’s members. Following a mailing out to IFLA’s members in November 2018, and a deadline of 15 February 2019, one candidacy was received. As a result, it is proposed that the Governing Board nominate Martyn Wade to be chair of CLM.

According to the terms of reference of CLM, the members of the committee are designated by the Governing Board, on the recommendation of the chair. A call for nominations was made on 5 November 2018, with a deadline of 15 February 2019. The Chair of CLM proposed a list of candidates be nominated by the Governing Board as members of CLM from August 2019 to August 2021.

**Resolution:** The Governing Board unanimously nominated Martyn Wade for a first term as Chair of CLM.

**Resolution:** The Governing Board unanimously appointed the following nine members to the CLM Advisory Committee for the term 2019-2021:

- Bianca Amaro (Brazil), 1st term
- Sara Benson (United States), 1st term
- Christina De Castell (Canada), 2nd term
- Eric Chin (Singapore), 1st term
• Jessica Coates (Australia), 1st term
• Jan Kovacik (Slovakia), 1st term
• Adama Pam (Senegal), 1st term
• Susan Reilly (Qatar), 2nd term
• Ben White (United Kingdom), 1st term

5.4 Appointment of FAIFE Advisory Committee

According to the terms of reference of FAIFE, the chair is directly designated by the Governing Board on the basis of candidacies submitted by IFLA’s members. Following a mailing out to IFLA’s members in November 2018, and a deadline of 15 February 2019, no candidacies were received.

The advice of the Governing Board was therefore sought concerning an appropriate way forwards. There appeared to be the following three options:

• To appoint the Chair directly.
• Call to the List of Successfully Nominated Committee Members: IFLA could issue a call to the list of successfully nominated committee members (including the reserves), asking for bids to chair the Committee. On this basis, the Executive Committee on behalf of the Governing Board could then take a decision ahead of the first meeting of the Committee under the new mandate at WLIC.
• Re-issue a Call for Nominations to all Members: IFLA could re-issue a call for nominations to all National Association members, effectively repeating the process already run in November 2018. This would allow for a larger number of candidacies to be submitted. On this basis, the Executive Committee on behalf of the Governing Board could then take a decision ahead of the first meeting of the Committee under the new mandate at WLIC.

The Governing Board discussed the three different options.

During the discussion of the appointment of the FAIFE Advisory Committee Victoria Owen left the meeting, and abstained from voting.

The GB members unanimously decided to issue a new call for nominations to all National Associations IFLA members.

According to the terms of reference of FAIFE, the members of the committee are designated by the Governing Board, on the recommendation of the chair. A call for nominations was made on 5 November 2018, with a deadline of 15 February 2019.

The Chair of FAIFE proposed that the following candidates be nominated by the Governing Board as members of FAIFE from August 2019 to August 2021.

Raphaëlle Bats (France) – 1st term
Fiona Bradley (Australia) – 1st term
Laurie Bridges (United States) – 2nd term
Kirsty Crawford (Bangladesh) – 1st term
Jonathan Hernandez Perez (Mexico) – 2nd term
Davorka Psenica (Croatia) – 2nd term
John Spears (United States) – 1st term
Victoria Owen (Canada) – 1st term
Mandiaye Ndiaye (Senegal) – 1st term
Given that one of the candidates is also standing for the Governing board, the Chair proposes Armin Talke (Germany) as 1st Reserve, and Peter Kranz (Sweden) as 2nd Reserve.

**Resolution:** The Governing Board:

- Resolved to re-issue the call for nominations to all National Associations IFLA members.
- Resolved that on the recommendation of the current FAIFE Chair, Martyn Wade the nine members listed are appointed to the FAIFE Advisory Committee for the term 2019-2021.

### 5.5 Appointment of Committee on Standards

Diane Beattie is the current Chair of the Committee who would begin a third term which is possible as the Chair and who has declared an interest in the position. Following a call for nominations, the following seven people have been selected by the Professional Committee. The Governing Board was asked to endorse this selection:

Diane Beattie  
Renate Behrens  
Vincent Boulet  
Rehab Ouf  
Fatemeh Pazooki  
Frederick Zarndt  
Jing Zhang

**Resolution:** The Governing Board endorsed:

- on the recommendation of the Professional Committee, the appointed of the listed seven people to the Committee on Standards.
- the appointment of Diane Beattie as Chair of the Committee on Standards for the term August 2019 – August 2021.

### 5.6 IFLA representation on external committees

The Governing Board members were reminded that some representatives of IFLA are approved by the Governing Board at the first meeting of the new Governing Board at the WLIC, depending on whether the decision is made by the external organisation or by IFLA.

**Resolution:** The Governing Board noted the current state of IFLA representation on external committees.

### 5.7 IFLA Risk Management Update

The Governing Board already discussed the postponement of the IFLA Risk Management Update in item 4.5.

### 5.8 Performance Review of Secretary General – in camera

An in camera- session of the Board followed.

**Any other business**

There was no further business.
6. Next Governing Board meeting dates:

Athens, Greece

22 August: 12.00 – 14.00 CAC meeting; 14.00 – 16.00 Finance Committee; 16.00 – 19.00 EC meeting

23 August: 08.30 – 11.00 PC; 11.30 – 17.00 Governing Board

30 August: 09:00 – 10:30 PC; 11:00 – 17.00 Governing Board

The Hague, Netherlands

9 - 11 December 2019 – Governing Board meeting