Attendees:

Present: Chair Christine Brown, USA; Marydee Ojala, USA; Information Coordinator Julie Biando Edwards, USA; Edwin Qobose, Botswana; Trude Faerevaag, Norway; Laverne Page, USA; Jane Sanchez, USA; Rania Shaarawy, Egypt.

Apologies: Jin Hongya, China; Jooza Al Marri, Qatar; Lilianna Nalewajska, Poland; Mijin Kim, Canada; Najwa Hendrickse, South Africa; Philippa Andreasson, Sweden.

Absent: Carme Fenoll Clarabuch, Spain.

Observers: Stephan Matthias, Germany; Tom Haney, USA; Adjou K. Boateng, UK; Genny Jon, Canada; Ashafa Mahmud, Nigeriap; Muneera Albuainain, Qatar; Qi Chen, USA; Langin Huang, USA; Abdulla Mohamed, Sudan; Ceuila Justino, Peru; Giuseppe Vitello, Italy; Ombolade Adeagbo, Nigeria; Beth Hylen, USA; Mauricio Fino, Columbia; Hloele Phafoli, Lesotho.

Business:

8. Welcome remarks and apologies.
   a) Chair welcomed the committee and visitors.
   b) Apologies noted from SC members above

9. Adoption of agenda.
   Agenda adopted as is.

10. “What makes a Dynamic IFLA Professional Unit.”
   c) Chair reviewed the IFLA criteria that define a successful standing committee. We need to use social media more to reach out to membership. She promised to get list of all SC members so that we can be in regular email communication. Being a member has to be about more than just planning sessions at congress. Chair further impressed upon members to meet more often online or remotely.

Action:
   a) Chair will make a Google Doc about the criteria so that SC members can comment on where we want to focus.
   b) Chair also requested SC members to provide comments by mid-September so she could
communicate them to IFLA.
c) Chair will set up regular remote meetings for the committee.

4. **Planning of Satellite meeting next year.**
Hosting on discovery systems jointly with IFLA IT Section, 15-17 August at the University of Warsaw. We will need lots of help with preparation. Julie and Chair met with chair of IT on the 16th August. Submissions will come in the form of a 2-3 page report on a project or activity. Accepted reports will be shared with all participants ahead of the meeting so that everyone can read ahead of time. We won’t be dealing with big and complicated papers or power point presentations. A small group will be chosen to complete longer papers for inclusion as a special issue of the IFLA Journal. We need help getting sponsors. Lilianna is organizing the local arrangements team. All SC members are encouraged to attend so that we have people to moderate sessions.

*Action:* Julie, Rania, Laverne volunteered to read submissions.

5. **Development Response Document.**
Document was drafted and approved.

*Action:* Julie will send to IFLA next week.

6. **Brainstorming ideas for RISS session in 2017.**

   a. Marydee circulated some ideas about a session topic for next year’s congress, dubbed “*Storytelling for Sustainability and Solidarity.* Do we want to shake up the format? Perhaps start with a presentation and then have a discussion? Instead of discussions or presentations, let’s tell stories – how do we get funding? How do we advocate? How do we construct stories? Perhaps structure this like a TED talk – starting with a more formal, invited keynote speaker. We could look into videotaping them. Should we ask, instead of written submissions, for videos to help determine speakers?

   b. Possible topics: Who is the reference librarian? What is the Third Place? What is the future of reference services? How does technology change what we do? What are our new titles going to be? What do we value? What do solidarity and sustainability look like for us.

*Action:*
   a) Marydee and Christine will work on this and send out to the SC.
   b) Marydee and Jane will take the lead on this, and will need other volunteers.
   c) Marydee will work on getting a keynote.
7. **Review of draft Annual Report/ Creation of new Action Plan (will be emailed out).**

   a) We need to update our Annual Report.
      *Action:* Chair will add the last six months to the annual report.

   b) Decide on what to keep/add to new Action Plan.
      *Action:* Chair will begin a draft and solicit feedback from the SC. This will need to be officially posted on the RISS website.

   c) In terms of Standards, there is a template and guideline that we need to use for this. Thanks to Jane and Rania for putting this together.
      *Action:* 
      a) Chair will send the standards to the SC for review, via a Google doc. Chair will give a deadline for feedback.
      b) Chair will send the template to Jane and Rania.
      c) Jane and Rania will complete and submit by December 2016.

   d) We have to create a communications plan.
      *Action:* Chair and Julie will communicate to the SC about this.

   e) We need other projects. Ideas? Working with library schools? Have an un-conference on how reference is being taught now? What is it being called now? Perhaps we could do a survey to library schools on what is reference being called, how is it being taught, new job titles. Discussion to be continued.

8. **Election 2016 (call should go out for election of positions for 2017-2021).** Not discussed.

9. **Other ideas/issues.**

   a. Najwa emailed Chair and let her know that she is unable to get support for IFLA activities and hence she is not able to continue with duties of a Secretary. We need to vote on a new secretary and information coordinator.

   b. The chair passed a vote of thanks to Marydee for taking the lead in preparing this year’s session.

   c. Dinner was announced to be tonight at Guild House at 7:30, 624 North High Street and members were asked to indicate if they would attend?