



**CONVENING NOTICE FOR THE IFLA 2020 GENERAL ASSEMBLY to be held  
5 November 2020, in the Koninklijke Bibliotheek, The Hague, Netherlands.**

To: Voting Members of IFLA

(National & International Associations, Institutional Members and Honorary Fellows)

***Copies for information to:*** Governing Board members

Regional Managers

Institutional & Individual Affiliates

Corporate Supporters

Bodies with Consultative Status

Date: 5 August 2020

The IFLA Governing Board has pleasure in submitting this Convening Notice for the General Assembly meeting of the Federation. The IFLA 2020 General Assembly will be held Thursday 5 November in the Koninklijke Bibliotheek, Prins Willem-Alexanderhof 5, in The Hague, The Netherlands.

Should restrictions due to the Covid-19 pandemic prevent this meeting taking place, it will be held at the Public Library of Bremen in Bremen, Germany on 30 November 2020. In this event further information will be distributed.

***This document should be brought to the meeting by all voting delegates.***

## **Agenda**

**Thursday 5 November 2020, 13:00 – 15:00**

1. Opening by the Chair of the General Assembly
2. Appointment of Tellers
3. Establishment of a Quorum
4. Adoption of the Agenda
5. Minutes of the previous meeting, held in Athens, Greece, 28 and 29 August 2019
6. In memoriam of those members who have died during the past year
7. Presentation of the Report of the President
8. Presentation of IFLA's Annual Report by the Secretary General
9. Presentation of the Annual Accounts by the Treasurer
10. Presentation of IFLA Honours and Awards
11. Address by the President
12. Motions and Resolutions (see following pages)
  - 12.1 Motion to approve the holding of the next General Assembly in August 2021 (Art 8.2 of the Statutes refers);

- 12.2 Motion to approve amendments to Articles 12 and 17 of the current Statutes (and re-numbering elsewhere where needed). These Articles explain how IFLA can make amendments to the Statutes themselves and decide on other major issues and thereby:
  - Allow a resolution on important issues to be decided by either a meeting of the General Assembly or a ballot of all Members;
  - Ensure there is a single timeframe for decisions on all resolutions by Members whether at a General Assembly or by a ballot.
- 12.3 Motion to propose to the Governing Board to investigate alternative and sustainable ways to conduct future WLIC and arrange WLIC as a global event only every third year.
13. Announcement of future World Library and Information Congresses
14. Close of the Assembly

Details of voting arrangements, including more information on the process for proxy voting will be distributed by 5 September 2020.

## NOTES

### **1. Representation**

Each Member is entitled to be represented at any General Assembly by one or more representatives. One such person shall be designated by the Member to exercise the right to vote. Honorary Fellows are entitled to be present and have the right to vote.

Each Member may nominate another Member to exercise proxy votes on the Member's behalf at a General Assembly. Such Member must notify the Secretary General of the appointment of a proxy holder no later than 48 hours prior to the start of the meeting and on the designated form. Voting may take place during the General Assembly on any motions and resolutions submitted in accordance with the Statutes.

### **2. Quorum**

**National and International Association Members:** The attendance at General Assembly of a simple majority of eligible National or International Association members will constitute a *quorum*. Quorum will be reached if the number of National and International Association members present or represented by proxy is 50% +1 of the total number of National and International Association members who have paid their fees for the current year. It is therefore especially important for representatives of National and International Association members to obtain their voting slips on arrival at the venue.

#### **FOR PROXY HOLDERS:**

Your own voting slip and those of members you represent by proxy will be available at the venue two hours before the beginning of the General Assembly.

If you have not paid your 2020 membership fees you will not be eligible to vote. In order to vote, Members must be financial and have paid any outstanding fees by 29 October 2020.

### **3. Resolutions**

**Resolutions of an exceptional and urgent character** proposed after the deadline specified in Article 9.5 of the Statutes, that is at least three months before the date of the meeting, must be submitted to the IFLA Secretariat office by the **deadline of 12.00 on Tuesday, 3 November 2020**.

All resolutions must be proposed and seconded by authorised representatives of Members whose names and affiliations must be included and must clearly express the action recommended to be taken by the Federation.

All resolutions must be brief, clear in intent and legible. Brief additional background or explanation may be attached if necessary. The Executive Committee may seek clarification or rephrasing to ensure that the meaning and intent of a proposed resolution are clear and may nominate someone to assist the proposer to revise a proposed resolution in order to conform to these Rules.

Additional items of an exceptional and urgent character may be added at the discretion of the President or other person who is acting as the chair of the meeting, with the consent of the majority of the Members present or represented. It must, at the same time, be handed over in writing to the Chair.

## **General Assembly 2020, The Hague, Netherlands**

### **Agenda item 12 - Motions and Resolutions**

#### **12.1 Motion to approve the holding of the next General Assembly in August 2021 (Art. 8 of the Statutes refers)**

##### **Motivation:**

The legislation of the Netherlands, as stated in the Dutch Civil Code, Part 2, Sections 48 and 49, requires that the Governing Board must submit an annual report and annual financial statements to the General Assembly within six months of the end of the financial year, unless the General Assembly has extended this period. The period may be extended on account of special circumstances for no more than five months. This is reflected in Article 8.2 of the amended Statutes.

IFLA's financial year ends on 31 December, and its General Assembly (formerly Council) meets during the Congress, normally in August, more than six months later. The General Assembly must therefore authorize the Governing Board to present the annual report and financial statements at the next Congress. IFLA's lawyers advise that this authorization has to be given every year. A blanket authorization is not permissible.

##### **Motion:**

to authorize the Governing Board to convene the General Assembly to coincide with the next IFLA World Library and Information Congress which shall take place in August 2021. In the case of an unavoidable delay the General Assembly may be convened at a later date, but no later than 30 November 2021.

#### **12.2 Motion to approve amendments to Articles 12 and 17 of the current Statutes (and re-numbering elsewhere where needed).**

##### **Motivation:**

##### **The Current Situation**

IFLA's Statutes, in articles 12 and 17, set out rules on how major decisions are taken, in particular around changing the Statutes themselves. However, it contains two major flaws:

Firstly, the current procedure takes at least six months to complete. To make a revision to the Statutes there has to be:

- a) a consultative ballot of all members (for which no less than eight weeks must be given), followed by;
- b) the issuing of a convening notice with the proposed changes to the statutes at least three months ahead of a General Assembly.

Given the time required for preparing mailings and counting votes, this means that any process to change the Statutes currently needs to start six months or more before a General Assembly.

Whilst the consultative ballot gives all Members the opportunity to express their views, the General Assembly is only required to take notice of – but not necessarily follow – the result of the Members' ballot. This creates the possibility for the decision of a ballot of all members

to be overturned by those present or represented at the General Assembly, held during the IFLA Congress. As IFLA increases its membership – in particular in parts of the world where it may be difficult to attend the General Assembly every year – this rule risks becoming increasingly outdated.

### **Proposed Changes to the Procedure for Amending the Statutes**

To address this situation, the Governing Board is recommending amendments to Articles 12 and 17 of the current Statutes (and re-numbering elsewhere where needed). These Articles explain how IFLA can make amendments to the Statutes themselves and decide on other major issues.

The changes aim to make for a simpler and more inclusive process of decision-making by Members by:

- Allowing a resolution on important issues to be decided by *either* a meeting of the General Assembly *or* a ballot of all Members
- Ensuring there is a single timeframe for decisions on all resolutions by Members whether at a General Assembly or by a ballot

These changes, if accepted, will mean that the process of making amendments will be far quicker, and that on crucial decisions, the voices of all Members can genuinely be heard, regardless of their ability to attend a General Assembly or identify a representative. A ballot of members held in February 2020 found 98% in favour of these changes.

### **Motion:**

To amend Article 12 of the IFLA Statutes as detailed in Appendix 1

To amend Article 17 of the IFLA Statutes as detailed in Appendix 1

### **12.3 Motion to propose to the Governing Board to investigate alternative and sustainable ways to conduct future WLIC and arrange WLIC as a global event only every third year.**

#### **Motivation:**

A more sustainable WLIC

The World Library and Information Congress, WLIC, is of vital importance to the global library community. Librarians and information specialists from all over the world interact to develop library services and advocacy. Unfortunately, the annual WLIC also generates carbon pollution from the long distant flying and the expensive travelling unables many librarians in the world to participate. IFLA is a strong advocate for the Agenda 2030, so it would be appropriate for its own congress to be organised as a sustainable event.

Some associations have gone far to have sustainable international conferences, implementing a multi-location approach in which participants travel to a regional hub closer to home. For example, the 15th International Conference on Music Perception and Cognition in 2018 was organised on several locations on four continents. Each hub held its own keynote speakers and panel sessions. But the hubs also connected with each other for virtual panel sessions and discussions. Conference organizers reported that under this semi-virtual approach, the

number of countries represented increased by 50% and per capita carbon pollution was reduced 70% compared to a traditional international conference.

<https://www.yaleclimateconnections.org/2019/10/how-can-academic-and-professional-organizations-reduce-flying-to-conferences/>

Submitted by: Karen Linder, Swedish Library Association, Ann Berit Hulthin, Norwegian Library Association.

**Motion:**

We propose to the Governing Board to investigate alternative and sustainable ways to conduct future WLIC and arrange WLIC as a global event only every third year.

**Appendix 1 – Motion 12.2 Motion to approve amendments to Articles 12 and 17 of the current Statutes**

Original Text ( <i>paragraph numbers or text which will change appear in italics and in red</i> )	Proposed Text ( <i>paragraph numbers or text which will change appear in italics and in red</i> )																				
<p>Article 12 Voting in the General Assembly</p> <p>12.1 Each Member shall have a minimum of one vote in the General Assembly and in postal and/or electronic ballots.</p> <p>12.1.1 The number of votes shall be in accordance with the following formula:</p> <p>12.1.1.1 The votes of National Association Members are determined according to their operating expenditure:</p> <table border="0" data-bbox="181 678 1102 861"> <thead> <tr> <th>Operating expenditure in Euros</th> <th>Number of votes</th> </tr> </thead> <tbody> <tr> <td>Less than 50.000</td> <td>10</td> </tr> <tr> <td>50.000 to 499.999</td> <td>20</td> </tr> <tr> <td>500.000 to 2.999.999</td> <td>30</td> </tr> <tr> <td>3.000.000 and over</td> <td>40</td> </tr> </tbody> </table> <p>12.1.1.2 All International Association Members have five votes each.</p> <p>12.1.1.3 Other Association Members have two votes each.</p> <p>12.1.1.4 All other Members, including Honorary Fellows, have one vote each.</p> <p>12.1.2 Each Member may nominate another Member to exercise proxy votes on the Member’s behalf at a General Assembly. Such Members must notify the Secretary General of the appointment of a proxy holder in advance in writing or by electronic communication in accordance with requirements set out in the Rules of Procedure.</p>	Operating expenditure in Euros	Number of votes	Less than 50.000	10	50.000 to 499.999	20	500.000 to 2.999.999	30	3.000.000 and over	40	<p>Article 12 Voting in the General Assembly</p> <p>12.1 Each Member shall have a minimum of one vote in the General Assembly and in postal and/or electronic ballots.</p> <p>12.1.1 The number of votes shall be in accordance with the following formula:</p> <p>12.1.1.1 The votes of National Association Members are determined according to their operating expenditure:</p> <table border="0" data-bbox="1102 678 2029 861"> <thead> <tr> <th>Operating expenditure in Euros</th> <th>Number of votes</th> </tr> </thead> <tbody> <tr> <td>Less than 50,000</td> <td>10</td> </tr> <tr> <td>50.000 to 499,999</td> <td>20</td> </tr> <tr> <td>500.000 to 2,999.999</td> <td>30</td> </tr> <tr> <td>3.000.000 and over</td> <td>40</td> </tr> </tbody> </table> <p>12.1.1.2 All International Association Members have five votes each.</p> <p>12.1.1.3 Other Association Members have two votes each.</p> <p>12.1.1.4 All other Members, including Honorary Fellows, have one vote each.</p> <p>12.1.2 Each Member may nominate another Member to exercise proxy votes on the Member’s behalf at a General Assembly. Such Members must notify the Secretary General of the appointment of a proxy holder in advance in writing or by electronic communication in accordance with requirements set out in the Rules of Procedure.</p>	Operating expenditure in Euros	Number of votes	Less than 50,000	10	50.000 to 499,999	20	500.000 to 2,999.999	30	3.000.000 and over	40
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<p><i>12.2 Votes in General Assemblies shall be cast in accordance with the provisions in the Statutes and the Rules of Procedure.</i></p> <p>12.2.1 Except as otherwise determined in these Statutes, decisions shall be carried by a simple majority of the votes cast, not counting Members not voting and Members who require their abstentions to be noted.</p> <p>12.2.2 If a motion should receive an equality of votes for and against, the chair of the General Assembly shall have the deciding vote.</p> <p><i>12.3 The Governing Board may hold postal and/or electronic ballots in accordance with the provisions in the Statutes and the Rules of Procedure to determine the Members' views on issues of importance. The Governing Board shall hold these ballots in any event in case of a proposal for changes to the fees applicable to the various classes of membership, of the amendments of the Statutes and of the dissolution of the Federation.</i></p> <p><i>12.3.1 The outcome of such ballot shall be reported to the Members by post and/or electronic means no later than at the next General Assembly. The General Assembly will take the outcome of such ballot in consideration, when voting on the subject of the ballot.</i></p> <p>12.4 The allocation of votes as set out above also applies to the election of the President-elect and the ten members of the Governing Board referred to in Art. 13.3.2. In all other matters each Member has one vote.</p>	<p><i>12.2 Votes in General Assemblies and in postal and/or electronic ballots shall be cast in accordance with the provisions in the Statutes and the Rules of Procedure.</i></p> <p>12.2.1 Except as otherwise determined in these Statutes, decisions shall be carried by a simple majority of the votes cast, not counting Members not voting and Members who require their abstentions to be noted.</p> <p>12.2.2 If a motion should receive an equality of votes for and against, the chair of the General Assembly shall have the deciding vote.</p> <p><i>12.3 The Governing Board may hold postal and/or electronic ballots in accordance with the provisions in the Statutes and the Rules of Procedure to enable Members to vote on resolutions on issues of importance.</i></p> <p><i>12.3.1 The outcome of such ballots shall be reported to the Members by post and/or electronic means within one month of the closing dates for votes or at the next General Assembly whichever is the sooner.</i></p> <p>12.4 The allocation of votes as set out above also applies to the election of the President-elect and the ten members of the Governing Board referred to in Art. 13.3.2. In all other matters each Member has one vote.</p>
<p>Article 17 AMENDMENT OF STATUTES</p> <p><i>17.1 No amendment of these Statutes may be made other</i></p>	<p>Article 17 AMENDMENT OF STATUTES</p> <p><i>17.1 Amendments to these Statutes must be approved by</i></p>



<p><i>than by a resolution of the General Assembly, convened by a notice stating the intention to amend the Statutes and including the text of the proposals.</i></p> <p><i>17.1.1 The notice for convening shall state the intention to amend the Statutes and include the text of the proposals.</i></p> <p><i>17.1.2 The notice for convening shall be sent at least three months prior to the date of the meeting to all Members.</i></p> <p><i>17.2 Any proposal to amend these Statutes shall be subject to a postal and/or electronic ballot of all the Members of the Federation to determine the Members' views on this subject in accordance with the provisions of Articles 12.3 and 12.3.1.</i></p> <p><i>17.2.1 Notice of the ballot shall be given in accordance with the provisions of Articles 17.1.1 and 17.1.2.</i></p> <p><i>17.3 The Governing Board may formulate proposals to amend these Statutes, either on its own initiative or in response to a request from Members.</i></p> <p><i>17.3.1 If a request to amend these Statutes is submitted to the Governing Board through the Secretary General and is signed by at least as many Members as shall be required to cast one tenth part of the votes of the full membership, the Governing</i></p>	<p><i>either</i></p> <p><i>17.1.1 a resolution of the General Assembly convened in accordance with Articles 9.1 and 9.2; the notice of convening must state the intention to amend the statutes and include the text of the proposals, or</i></p> <p><i>17.1.2 a postal and/or electronic ballot of all Members in accordance with Article 12.3. The ballot paper must state the intention to amend the statutes and include the text of the proposals. There must be a minimum of two months between the issuing of ballot papers and the closing date for votes to be received.</i></p> <p><i>17.2 The Governing Board may formulate proposals to amend these Statutes, either on its own initiative or in response to a request from Members.</i></p> <p><i>17.2.1 If a request to amend these Statutes is submitted to the Governing Board through the Secretary General and is signed by at least as many Members as shall be required to cast one tenth part of the votes of the full membership, the Governing</i></p>
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Board shall act upon the request.

**17.4** The proposal for amendment of the Statutes shall be considered to be carried if a two-thirds majority of the votes cast are in favour of their adoption. If a quorum is not present, the provisions of Articles 11.2.1 and 11.2.2 shall apply.

**17.5** Amendments to these Statutes only enter into force after they have been recorded in a notarial deed.

**17.5.1** Any member of the Governing Board is authorized to appear before the notary to record the amendments to the Statutes.

**17.6** The members of the Governing Board are required to deposit a copy of the notarial deed recording the amendments, as well as the amended complete and continuous text of the Statutes, at the register in the office of the Chamber of Commerce in The Hague.

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