**83nd WLIC Wrocław, Poland**

**Division Leadership Forum: Division II – Library Collections**

Date: Sunday, August 20, 8:30-10:00 (Session 067)

Location: Centennial Hall (Hala Stulecia), Conference Room B

Attendance:

Frederick Zarndt, Division II Chair (Outgoing)

Ann Okerson, Acquisition and Collection Development Section, Chair (Outgoing); Division II Chair (Incoming)

Margret Plank, Audiovisual and Multimedia Section, Secretary

Peter Collins, Document Delivery and Resource Sharing Section, Secretary (Outgoing); Chair (Incoming);

Kathryn James Philip, Genealogy and Local History Section, Secretary (Outgoing)

Jim Church, Government Information and Official Publications Section, Chair

Cornelie Butz, Government Information and Official Publications Section, Secretary

Niels Bønding, News Media Section, Secretary (Outgoing)

Alenka Kavčič-Čolić, Preservation and Conservation Section, Chair

Becky Ryder, Preservation and Conservation Section, Secretary

Helen Vincent, Rare Books and Special Collections Section, Chair

**Krister Östlund,** Rare Books and Special Collections Section, Secretary (Outgoing)

Sharon Dyas-Correia, Serials and Other Continuing Resources, Chair (Outgoing)

Meg Mering, Serials and Other Continuing Resources, Secretary (Outgoing); Chair (Incoming); Division II Secretary (Outgoing)

Guests:

Jerôme Fronty, Acquisition and Collection Development Section, Chair (Incoming)

Deborah Benrubi, Audiovisual and Multimedia Section, Chair (Incoming)

Peter Bae Seangill, Government Information and Official Publications Section, Information Coordinator (Outgoing); Secretary (Incoming); Division II Secretary (Incoming)

Ertugrul Limen, Government Information and Official Publications Section, Information Coordinator (Incoming)

Tanja de Boer, Preservation and Conservation Section, Information Coordinator (Incoming)

Danielle Culpepper, Rare Books and Special Collections, Secretary (Incoming)

Saul Alejandro Niño, Cataloging

Claudia Helena López

Khasiah Zakaria

1. Welcome and introductions.

Frederick Zarndt welcomed everyone to the meeting. Incoming, outgoing, and continuing officers and guests introduce themselves.

2. Election of Division II Secretary

Peter Bae Seangill agreed to be secretary of Division II. He is also the incoming secretary of the Government Information and Official Publications Section.

3. Annual Reports and Action Plans

Annual reports and action plans are due in October. Annual reports should cover the conference year August 2016 to August 2017. Concerns were raised about the annual report template. Requested information for the various columns seems repetitive. A better approach would be to provide a summary of a project in one column. The template seems to have been created for larger sections, such as the Public Library Section, who are involved in more diverse and complex projects. Frederick assured everyone that leaving some columns blank was alright. Columns that are to narrow can be made wider.

4. New members

Helping new members become involved in sections’ activities is important. Setting up social events (e.g., coffee) can be a good opportunity to meet and to get to know new members. New members may know what they should expect from the section or what the section should expect of them. Officers may find it informative to learn why new members are joining their sections.

IFLA member organizations can send people to two sections. Organizations may not send anyone. IFLA does help contact these organizations. IFLA has a small overworked staff and are not able to make this a higher priority. Sections can contact the member organizations but often do not know who to contact. IFLA does not supply contact names because of strict European Union privacy laws. On the other hand, IFLA is keen to increase membership.

5. Professional Committee’s Officers Forum

The forum was held after the first business meetings of sections instead of before them to allow outgoing, incoming and continuing officers to attend. Updates from the forum are usually reported on at the first Section meetings. This year’s forum had fewer updates than usual. Section members seem more likely to attend the first section business meeting. Because of meeting conflicts, some cannot attend the second meeting. The second section meeting is also shorter than the first business meeting.

6. Other

IFLA has chosen Zoom (https://www.zoom.us) for teleconferencing and virtual meetings. It can also be used for webinars. Instructions for its use are on Basecamp at <https://goo.gl/juXJoo>

Remember to use Basecamp.

SurveyGizmo is available. Contact Joanne Yeomans or Helen Mandl for assistance.

IFLA website re-design has been delayed but is in the works.

Project proposals are due in October. A concern was raised that the template for project proposals can be overwhelming.

Frederick will be presenting at the IFLA Market Session on August 20th. He will be reporting on the e-legal deposit survey results.

The Officer’s Reception will also be held on August 20th. The reception is for current chairs and secretaries. Attendees at the Division II Forum expressed a concern why Information Coordinators are considered officers. This concern is not a new issue.

IFLA business-related meetings was a final discussion topic. Several attendees noted conflicts with these meetings and their section’s open sessions and other meetings. If the IFLA business meetings are important, more effort should be made to avoid these conflicts.