

Minutes of Meeting of International Societies and *Indexer* Representatives, Middelburg, Netherlands, 29 September, 2010

Present: Ruth Pincoe (chair; ISC/SCI), Ann Hudson (SI), Ann Kingdom (SI), Jill Halliday (SI), Christine Shuttleworth (SI, *Indexer*), Maureen MacGlashen (SI, *Indexer* editor), Christopher Phipps (SI, *Indexer*), Bill Johncocks (SI, *Indexer*), Pam Scholefield (SI, *Indexer*), Noeline Bridge (ISC/SCI, *Indexer*) Marlene Burger (ASAIB), Pierke Bosschieter (NIN), Jochen Fassbender (DNI), Pilar Wyman (ASI), Silvia Benvenuto (SI, Italy), Mary Russell (ANZSI), Max McMaster (ANZSI)

Regrets: Frances Lennie (ASI) and Richard Shroul (ASI)

Societies represented: American Society for Indexing (ASI); Association of Southern African Indexers and Bibliographers (ASAIB); Australian and New Zealand Society of Indexers; Deutsches Netzwerk der Indexer (DNI; German Network of Indexers); Indexing Society of Canada / Société canadienne d'indexation (ISC/SCI); Nederlands Indexers Network (NIN; Netherlands Indexing Network); Society of Indexers (SI)

1. Welcome and introductions

Ruth Pincoe welcomed the delegates.

2. Indsocintreps List

Discussion covered whether the list should be expanded and criteria for inclusion. It was recommended that each Society have two people on the list. *The Indexer* uses the Indsocintreps List for verifying address and contact information so keeping it up-to-date is essential. Each Society should notify Caroline Diepeveen who manages the list of any changes. Caroline was thanked for her work.

ACTION: All International Liaisons

3. International Agreement issues

(a) Ratification

All Societies have now ratified the 2010 modified version of the 2009 (Maropeng) revisions to the International Agreement. The concerns raised by ASI over procedural problems were sorted out by Heather Ebbs (ISC/SCI) and Jill Halliday, by shifting some of this detail to Schedule C.

(b) Newsletter access and advertising

Mary Russell raised the issue of access to each others Society newsletters. Should website access be restricted to members of the board or governing council of the various Societies, or could access be provided for all members of the various Societies via the members-only areas of their websites.

Jill Halliday and Pilar Wyman will contact their boards about access to *Sidelights* and *Keywords* respectively. ANZSI *Newsletters* are freely available after three months.

It was recommended that all boards or governing councils of all Societies should discuss the issue of whether they would be willing to allow access to their newsletter for members of other Societies.

ACTION: All International Liaisons – ASAP

A sub-committee to collect responses from the respective Societies on this matter was formed comprising Mary Russell (ANZSI, chair), Jill Halliday (SI) and Pilar Wyman (ASI), and to report via the Indsocintreps List by March 2011.

ACTION: Mary Russell, Jill Halliday, Pilar Wyman – March 2011

This same sub-committee (Mary Russell, Jill Halliday, and Pilar Wyman) plus Maureen MacGlashen was asked to look at the issue of free advertising for Societies both in *The Indexer* and in the newsletters of the individual Societies. Many of the Society advertisements in *The Indexer* are for conferences. Now that the *Indexer* is published quarterly and all conference announcements are posted on the back cover, there is less need for Society advertisements in the body of *The Indexer*. This subcommittee will report on a proposed revision to the International Agreement clauses concerning advertisements by March 2011.

ACTION: Russell, Halliday, Wyman, MacGlashan – March 2011

(c) Readability

It was suggested that the International Agreement could do with some headings to enhance readability. Ruth Pincoe and Ann Kingdom will make the necessary editorial changes.

ACTION: Ruth Pincoe and Ann Kingdom ASAP

4. The Indexer Issues

(a) Due to increasing workloads it is no longer possible for the SI office to manage the non-editorial side of producing *The Indexer* and SI have looked at outsourcing for this aspect of the work. Info Today have decided against being involved but Taylor & Francis have been reasonably encouraging and are putting together a proposal. Taylor & Francis currently provide marketing, subscription and packaging services for *The Indexer*.

(b) The assistant editor position has vanished as it was no longer needed. The duties have been picked up by others.

(c) Glenda Browne has stepped down after five years as Around the World (ATW) editor. She had done a fantastic job and completely transformed this section. Terri Hudoba (ASI) has taken over as ATW editor.

(d) Previously the role of the Corresponding Members was to report on events of their Societies, but this responsibility is now part of the duties of the ATW editor. It was recommended that Corresponding Members in future be known as *Indexer* Advisors. The Advisors need to be sufficiently high-up in their Societies to be able to speak on behalf of their Societies. The Advisors' role would be an active one, providing information about what their Societies want in *The Indexer*. These Advisors would form the International *Indexer* Advisory Committee (see Schedule C of the International Agreement).

ACTION: All International Liaisons

(e) Christine Shuttleworth (*Indexer* Reviews Editor) was asked to write a piece on how she wanted reviews presented. Content of her article should include requests for indexers to submit

favourable reviews of their own indexes as well as blog reviews. Christine noted, however, that she did not wish to receive reviews that go no further than mentioning “contains index”.

(f) Christopher Phipps (*Indexer* Reviews Editor) and Michael Jackson (*Indexer* North American Reviews Editor) actively seek material for review. They were also keen to receive German and Italian titles for review.

(g) The meeting expressed deep appreciation to Maureen MacGlashen and her team at SI for putting the journal together.

5. International Meetings in 2011 and 2012

(a) 2012 Triennial

The upcoming International Triennial Meeting will be held in Brighton, UK, at the SI conference in 2012. All Societies and Networks are actively encouraged to send representatives. The International Agreement is in place but some tweaking is still required.

(b) International gatherings at 2011 Society conferences.

The following guidelines for international gatherings at Society conferences were discussed:

- Informal gatherings of all international representatives attending a conference should be held just prior to the conference, possibly on the day before the conference begins. Representatives should plan travel arrangements so as to attend this meeting.
- Each Society needs to know which international representatives will be attending their conference so they can make the necessary organisational arrangements.
- The International Liaison of the host Society is responsible for making arrangements for the international representatives gathering.
- Each Society should post dates and times of conferences and the associated international gathering on the Indsocintreps listserv as soon as these details are known so that Societies can appoint representatives and make travel plans.

ACTION: All International Liaisons

(c) 2011 International meetings schedule

- ASI conference 28–30 April 2011, Rhode Island (with International meeting tentatively scheduled immediately after ASI Board Meeting on 27 April)
- ISC/SCI conference 27–29 May 2011, Vancouver (joint conference with Editor’s Association of Canada) (with International Meeting tentatively scheduled for Wednesday afternoon 26 May)
- ANZSI conference 12–14 September 2011, Brighton, Victoria

6. China report

Maureen MacGlashen and Mary Russell reported on their visit to Shanghai in late September 2010. Maureen provided background to the China visit. Originally she was going to attend the CSI conference in Shanghai but the conference dates had been changed. As a result a two-day tailor-made programme was arranged for Maureen and Mary, which resulted in extremely useful discussions with Chinese indexers. Discussion subjects included: updating ISO 999 (Standard); qualifications for indexers; and e-book formats.

Indexing in China has a much more academic base than elsewhere. Database indexing is also a major part of their indexing work.

Maureen and Mary were privileged to meet Zhang Qiyu, an extremely well respected Chinese indexer who had an article in *The Indexer* three years ago.

As a result of the meeting there was a prospect of an ongoing relationship with CSI. CSI will nominate an English speaker as their *Indexer* Advisor.

7. Website conundrums

Jochen Fassbender raised the issue that because Dutch and German use two different forms – “index” and “indexer” –search engines might deliver differing results depending on which form is used in the search. It would be advantageous if both search terms could be used within other Societies websites to enhance access. Jochen Fassbender and Pierke Bosschieter were asked to write up this concern for the Indsocintreps listserv.

ACTION: Jochen Fassbender and Pierke Bosschieter

It was also strongly suggested that all Societies should have links to each others websites. However it was recognised this request may cause difficulties for some Societies due to their website configurations. Societies were asked to hand this request on to their respective webmasters to see what could be arranged.

ACTION: All International Liaisons

The meeting ended with a vote of thanks to Ruth Pincoe for organising and chairing the meeting.