

International Committee of Representatives of Indexing Societies (ICRIS)

Informal Meeting, 4 June 2014, Toronto

Representatives present: Mary Russell, ICRIS Coordinator and ANZSI; Caroline Diepeveen, NIN and DNI; Maureen MacGlashan, SI and *The Indexer*; Heather Ebbs, ISC/SCI; Dave Ream, ASI

Guests: Isabel Steurer (Western representative, ISC/SCI), Ruth Pincoe (former ICRIS Coordinator), Mary Newberry (Co-president, ISC/SCI)

1. Welcome and regrets

Mary Russell welcomed all representatives and guests to the meeting.

2. Minutes from informal meeting in Charleston, 20 April 2014

Pilar Wyman (ASI), Jenny de Witt (ASAIB) and Heather Ebbs (ISC/SCI) had an informal meeting in Charleston during the ASI conference. No minutes were taken because of the small number of participants.

3. Introductions and brief news from all Societies

Caroline Diepeveen, NIN and DNI

A wide variety of terms might be used by individuals using online search engines (e.g., Google) to find something about indexers or indexing. These search engines look at a website's metadata to identify sites to return in a search. Both DNI and NIN have included a long list of such terms in the metadata for their sites to enable hits from online searches. These networks ask that these terms be added to the websites of the sister societies as well. If we (societies and networks) are all consistent, we should all show up whenever someone searches for indexers or indexing.

Action (all): The following terms should be added to the metadata for each of the sister indexing society websites, if possible:

DUTCH

index
indexen
indexer
indexeren
namenregister
NIN
register
registers
registerauteur
registermaker
tijdschriftregister
trefwoord
trefwoorden
trefwoordenregister
zakenregister

GERMAN

Indexing

Indexer
Index
Register
Registererstellung
Registermachen
Indexerstellung
Indexieren
DNI
Buchregister
Zeitschriftenregister
Sachregister
Schlagwortregister
Stichwortregister

In September 2013, Pilar Wyman gave a talk on ebook indexing to NIN and a couple of publishers, as reported by Roderick MacKenzie in the June 2014 *The Indexer*. It is hoped to make this an annual event (i.e., have an expert in to talk about an indexing-related subject).

As of 2014, both DNI and NIN have existed for 10 years. Jochen Fassbinder has suggested a collaborative meeting to celebrate, possibly at the 2016 Frankfurt Book Fair, as Netherlands and Flemish Belgium are the theme countries that year.

No one from NIN is planning to attend the ANZSI conference in Canberra in 2015, but there will be representation at the Triennial in York and at the ASI conference in Seattle.

Both DNI and NIN are growing, but so far neither network has instituted a membership fee, although they have charged fees for meeting room rentals and refreshments. NIN plans to continue on this basis, but DNI is considering membership fees.

There is a LinkedIn company page for NIN, but it is not user-friendly.

Isabel Steurer added some comments about the Frankfurt Book Fair and the DNI meeting, which she attended. There were about 15 people in attendance. The market for indexes in Europe is very different from that in North America, as are indexers themselves. Many indexers are in-house or very specialized. One session at the Book Fair was about new software that embeds anchors in a text file. The software is not yet fully developed; Isabel and Jochen have written something on this software for a forthcoming issue of *The Indexer*.

Heather Ebbs, ISC/SCI

The biggest news item from Canada is that ISC/SCI has now established an award for indexers: the ISC/SCI Ewart-Daveluy Award for Indexing. The first award will be given out in 2015; detailed information will be available soon on the ISC/SCI website.

ISC/SCI has instituted emeritus membership, which is offered to indexers who have retired, to enable them to maintain membership in the society. Thus far there is one indexer in this category, Chris Blackburn.

ISC/SCI membership is around 125. No decisions have yet been taken about the 2015 conference location.

Maureen MacGlashan, SI

Membership numbers have been continuing to go down slightly, mostly because of people not renewing—both current indexers who are finding money tighter and retiring members who are no longer actively indexing. The figures are being analyzed.

The SI training course is being reviewed to bring e-indexing into the frame.

A recent survey of members on work and fees seemed to indicate that people are getting the amount of work they want at appropriate fees. However, the survey was conducted before Elsevier terminated its relationship with Western world indexers, which has affected a great many SI members. Also, anecdotal evidence is to the effect that both fees and work are decreasing.

Various improvements have been attempted with the website, but a new director is planning to take a thorough look.

SI membership is around 500. SI's 2014 conference will be held in Cirencester, England, September 5–7. The 2015 conference will be in conjunction with the Society for Editors and Proofreaders and will be held at York University, 5-7 September. The 2015 Triennial Meeting, hosted by ANZSI, will take place immediately prior to the Conference on Friday 4 September. Details will be posted to the ICRIS webpage.

Dave Ream, ASI

ASI has a new management company embodied by Gwen Henson, the new Executive Director. The transition occurred in September 2013, and the new management appears to be working out well.

The website has been transferred to WordPress, which also appears to be a success.

At this year's AGM, for the first time the budget was not circulated. In the ensuing discussion, it was agreed that this should be posted for every member to see. It will be going up regularly on the members-only section of the website. (As an aside, Mary noted that ANZSI posts all council documents, including the budget, on the members-only area of their website. Maureen noted that the SI Board minutes, which include financial information, are also posted as soon as approved.)

The indexing specification for EPUB 3 has gone through two public comment periods. Therefore, the DTF is now refocusing to look for publishers and the developers of reading systems who might be interested in supplying content and products to utilize the spec. As part of that process, Dave Ream and others are giving talks at a lot of conferences and trying to ally with other industry groups for increased promotion. Dave is giving a webinar in July for publishers (*Beyond the Back of the Book: Indexes in the Digital Age for Better User Experience and Discovery*). New president Charlee Trantino is initiating the Strategic Alliances Task Force (SATF), including board and non-board members, to look at building relationships with industry groups.

Dave noted that Kevin Broccoli has started a new course on embedded indexing with the University of California Berkeley distance education program.

Membership has dropped a bit after a bump generated by the ASI training course. The 2015 ASI conference will be in Seattle.

Mary Russell, ANZSI

Founding ANZSI member John Simkin died in January. He was a strong supporter of the international group. John was a life member. ANZSI is naming the indexing medal after him.

Mary Russell is trying to track and count all registered indexers in ANZSI. The society has no formal training structure, but they do have a formal registration process (the submission of a published index for peer review, leading to accreditation). There has been a decline recently in the number of members seeking accreditation, from 12–13 annually in the early years to 4 or fewer per year now.

The next ANZSI conference will be held 6–9 May 2015 in Canberra in conjunction with the Institute of Professional Editors.

Recently ANZSI introduced a fee for inclusion in Indexers Available. This was not met favourably by some long-standing members. The fee structure is being reviewed.

4. ICRIS terms of reference

a. Name changes

Glenda Browne's name had been corrected on the terms of reference on the ICRIS website. Also, the Chinese society has a new name—China Society of Indexing and Database Management—which needs to be changed in the Terms of Reference.

Actions:

- ICRIS representatives are asked to have their society's web administrator change the name of the Chinese society to China Society of Indexing and Database Management on the appropriate web link.
- Maureen MacGlashan will change the CSI name in Schedule A of the International Agreement.

b. International Agreement

It was agreed that a line about accommodation in the Terms of reference should be added, saying "The provision of accommodation is at the discretion of the hosting society."

Maureen brought up the procedural issue of how ICRIS can act on decisions between formal meetings at the Triennial, given that not all signatories to the Agreement are present at informal meetings.

Action: Mary Russell will review the International Agreement and Terms of Reference and prepare a marked up copy with any changes that have occurred since Brighton in time for the ANZSI and ASI conferences in 2015.

5. ICRIS webpage (<http://tinyurl.com/ICRIS-page>)

Maureen, with the help of *The Indexer webmaster* aimed to keep the ICRIS webpage up to date, and it was excellent way of accessing all ICRIS-related information. Unfortunately not many people, including ICRIS members, seemed to be aware of the page. Maureen encouraged her ICRIS colleagues to do what they could to increase awareness.

6. The Indexer news

The June issue had been distributed, and most of the copy for September had arrived. CISDM had sent an interesting report of their 2013 conference which usefully complemented the report from Frances Lennie and appeared in the June *Indexer*. There were also a couple of Chinese articles for publication in the December 2014 issue.

Maureen noted that with both the December 2013 and March 2014 issues more than half the promised articles had not materialized, with many of the potential authors waiting until the last moment to tell her that they would not submit after all. Partly for that reason, she had reprinted an article on legal indexing from a 1963 edition of *The Indexer*, but much of the advice is still current and the article had in fact generated a lot of interest. In contrast to the situation at the end of 2014, the in-tray for December 2014 and March 2015 was fast filling up with much of the material already sent for setting.

A suggestion for discontinuing the practice of using the back cover of *The Indexer* for society conference information had not found favour. In general people seemed to find it a useful way of accessing this information and for profiling all the societies.

7. 2015 Triennial

Nothing further.

8. Other business

a. **2018 Triennial:** The Chinese society has expressed keen interest in hosting the 2018 Triennial. Mary has explained the numbers involved and the expectations (probably about 12 international people and 4 to 5 hours for the ICRIS meeting). They would still like to know what the formal procedure is for applying to host it.

During the current meeting, it was agreed that it would be good to pursue the idea of CSIDM hosting the 2018 Triennial. In the normal rotation, it would be North America's turn to host (shared between ISC/SCI and ASI); these societies would need to confirm that they are willing to put off their "turn" till 2021. Further, because of the government requirements in China for such conferences, some sort of official application form is probably needed; it should include a list of requirements (e.g., interpretation services, numbers, location, etc.).

Actions:

- Heather and Pilar will speak to their executive councils about delaying their hosting of the Triennial till 2021 to allow CSIDM to host 2018.
- Mary and Maureen will draw up a list of hosting requirements, looking specifically at the questions asked by CSIDM in their emails to Mary.
- Mary will continue the dialogue with CSIDM.

b. **ICRIS logo:** During the current meeting, it was agreed not to pursue the development of an ICRIS logo.

c. **Japanese indexers:** There has been some interest from Japanese individuals in indexing societies. There was a Japanese gentleman at the ASI conference. Another was at the ANZSI conference last year. A third is someone Frances Lennie met at the China conference.

Action: Mary will follow up with Frances.

Next informal ICRIS meeting: SI, Cirencester, 5 September 2014