

International/Indexer Meeting

Minutes of the International/Indexer meeting, Friday 11 July 2008
held in Winchester, UK, at 2:00 PM before the opening of the Society of Indexers conference

Present

Hilary Faulkner (SI, Publications Director in waiting)
Auriol Griffith-Jones (SI, Publications Director)
Jill Halliday (SI, International liaison)
Ann Kingdom (SI, Marketing)
James Lamb (*Indexer*, Webmaster)
Sue Lambert (*Indexer*, Assistant Editor)
Fred Leise (ASI)
Maureen MacGlashan (*Indexer*, Editor)
Paul Machin (*Indexer*, Subscriptions Manager)
Christopher Phipps (*Indexer*, Reviews Editor)
Ruth Pincoe (ISC/SCI, International liaison co-ordinator)
Christine Shuttleworth (*Indexer*, Indexes reviewed)
Regrets: Cate Allwood, Liqun Dai, Pam Sholefield

08/01 Welcome and Introduction

Ruth Pincoe opened the meeting, welcomed everyone, and invited those present to introduce themselves. The meeting was chaired by Ruth Pincoe

08/02 International business

The Triennial meeting will be held on 8 March 2009, at 2.00 pm, during the ASAIB conference, which will be held 8–10 March 2009 at the Maropeng World Heritage Site, near Johannesburg, South Africa.

(a) International Agreement revision

- i. Clauses involving the participation of individuals in societies other than their own require clarification. Potential difficulties were raised in relation to individuals who are members of special interest indexing groups, particularly regarding entries in registers of indexers available. The participation of individuals in training courses run by other Societies also requires clarification. [**Action: JH & FL**]
- ii. Straightforward revision of clauses relating to *The Indexer*, to reflect 2008 changes are required: this involves clauses 8 and 9 (regarding SI's role in the *Indexer*); clauses 5 and 10 (regarding the role of all Societies in the *Indexer*); clause 11 (regarding the role of the editor); and clauses 12 and 13 (regarding the price of subscription). [**Action: MM**]
- iii. It was agreed to draft a new clause regarding the position and role of the International Co-ordinator (the position currently held by Ruth Pincoe). [**Action: RP & JH**]

(b) International Agreement ratification.

It was noted that ratification had been agreed by all but the Chinese society [**Action: RP**]

(c) International representation

It was recognised that the role of the international liaisons appointed by the various Societies is one that depends on good knowledge about the history of the Societies. Because it takes some time to become familiar with these details, there can be difficulties if this position is held by a

new person each year. Continuity in International representation was recognised as being important.

(d) Other International issues.

The value of face-to-face meetings was agreed, despite the cost of air travel to meetings. We agreed that whenever possible, it was important for international representatives present at conferences around the world to gather for an informal or semi-formal meeting where ongoing issues regarding international business and the *Indexer* can be discussed. We also hoped that *Indexer* representation at international conferences could increase.

08/03 Indexer

(a) Matters arising from 2008 changes.

The major changes introduced in 2008 have gone smoothly. However, the rolling renewal system was proving problematic with institutional and agent subscriptions. So it was agreed that institutional and agent subscriptions would continue on a manual basis. **[Action: PM & JL]**

(b) Copyright permissions – state of play.

Retrospective copyright permission is required from authors for electronic reproduction of *Indexer* articles. The project began in May 2007 and so far 33% of permissions have been granted. Failed email addresses have been a problem. As publication date goes back (The *Indexer* was first published in 1958) more detailed research is required to find authors, or their next of kin's, contact details. A disclaimer will eventually be added to the website to the effect: "The *Indexer* has made every reasonable effort to locate, contact and acknowledge copyright owners and wishes to be informed by any copyright owners who are not properly identified and acknowledged on this website so that we may make any necessary corrections."

(c) Webmasters report.

Digitisation of back issues was complete. Articles currently pending electronic copyright permission don't include a live link to the pdf file.

(d) Marketing.

Copies of the advertising postcard were introduced to the meeting, these could easily be distributed. Institutions, library schools and information science courses could be specifically targeted.

It was also suggested that a line be added to the *Indexer* website: "Please ask your library to subscribe to this journal." **[Action: JL]**

(e) International editorial input.

Journal content is showing good spread but it was acknowledged that there isn't currently a good mechanism for involving other societies in policy-making. Agreed that each society and network be encouraged to nominate someone to what would more appropriately be called the International *Indexer* Board. An appropriate person may be a corresponding member, would need to be committed to the *Indexer*, and make a concerted effort to attend the International/*Indexer* meeting. The online discussion group (set up after the 2005 editorial board meeting) has not been active, but it was again agreed that it was in principle a useful tool for ongoing discussion about developments relating to *Indexer* matters, once membership of the board is established.

[Action: MM to approach the Societies for nominations to the International *Indexer* Board]

Next meeting: The next joint International/Indexer meeting will be held in the margin of the 2009 SI Conference in York: 11–13 September 2009. (It was noted that the timing of the 2008 meeting in the early afternoon prior to the opening of the conference has worked particularly well.