

**ICRIS 2012 Triennial Meeting at the SI Conference,  
Mercure Brighton Seafront Hotel, Brighton, UK  
Wednesday 11 July 2012, 10:30 am to 2:50 pm  
MINUTES**

**Representatives**

American Society for Indexing (ASI): Pilar Wyman  
Association of Southern African Indexers and Bibliographers (ASAIB): Marlene Burger  
Australian and New Zealand Society of Indexers (ANZSI): Mary Russell  
Deutsches Netzwerk der Indexer (DNI): Elske Janssen  
Indexing Society of Canada/Société canadienne d'indexation (ISC/SCI): Ruth Pincoe (chair)  
Nederlands Indexers Network (NIN): Caroline Diepeveen  
Society of Indexers [Britain] (SI): Maureen MacGlashan

**Guest**

Jill Halliday (SI; Recorder)

**1 Welcome/Regrets**

Ruth Pincoe welcomed the attendees. Regrets were recorded from the China Society of Indexers (CSI).

**2 Minutes of the 2009 International Triennial Meeting held at Maropeng, S. Africa**

The minutes of the International Triennial Meeting held on 8 March 2009 were accepted as a true and correct record.

**3 Business arising from the 2009 International Triennial Meeting**

The ICRIS discussion list, moderated by Caroline Diepeveen, is running well. Newsletter exchanges are working satisfactorily. ICRIS meetings at society conferences have now become routine. The name ICRIS (International Committee of Representatives of the Indexing Societies) is established.

**4 2012 Revision of the International Agreement**

The proposed amendments to the International Agreement have been ratified by the boards or governing bodies of ANZSI, ASAIB, ASI, ISC/SCI, and SI.

Maureen MacGlashan raised several detailed points. Pilar Wyman raised the issue of reciprocal arrangements for conferences, but all agreed that the wording was clear. Other minor corrections were agreed to and accepted, and the order of several paragraphs was adjusted to a more logical sequence.

The second sentence of the final bullet point in Schedule E was revised to read (new text in bold):

*All international representatives attending the conference, **together with participants with responsibility for The Indexer**, will be invited to attend. **Other individuals may be invited at the discretion of the International Coordinator or the ICRIS member who is chairing the meeting.***

(Note: Subsequent to the Brighton meeting, further discussion occurred on the ICRIS list, and it was agreed to make the following changes:

- Throughout the document, the term “international liaison” – used to represent the individual representing each society or network – was revised to “international liaison person.”
- In paragraphs 6 and 8, the word “other” was added before the final “Societies.”
- In the final bullet point of Schedule E, the third sentence was revised to read: “... may organize interim international meetings at intervening Society conferences.”)

The final revised agreement is attached to these minutes and will be published in the September 2012 Issue of *The Indexer*. All societies are asked to ratify the revised International Agreement by 31 September 2012.

**Action: All**

**5 Report from *The Indexer* [Maureen: please revise as necessary]**

Maureen MacGlashan noted that she will discuss current issues related to *The Indexer* during the the conference. She also reported on the following points:

- Three of the 2012 issues have been guest edited.
- It was difficult to anticipate demand for the March 2012 special issue on digital trends, so a decision was taken to make additional copies available through Lulu print-on-demand.
- Plans are under way for a series of collections of themed articles compiled from earlier issues of *The Indexer*. The first of these publications will be directed at new indexers and would-be trainees and will be available at a modest price. Other subjects for the series could include names; databases and images; business, professionalism, and ethics; and the history of indexing.
- An e-book version of *The Indexer* has been considered, but decisions will need to be made about marketing, costing, and other options. There is no intention to abandon the print version at this stage. Pilar Wyman suggested that advertisements from companies such as software vendors could generate income.
- An alternative pricing model has been considered. It is essential to avoid losing subscribers. Group subscriptions have been suggested, but would be complicated to implement; this idea is on hold for the moment.
- Consideration should be given to a successor to Maureen MacGlashan and to ways in which *The Indexer* can generate sufficient income to pay an editor adequately.

**6 Business arising from informal ICRIS meetings 2009–2012**

- (a) *ICRIS Terms of Reference*. Mary Russell had raised this issue at the ICIRIS meeting in San Diego during the ASI conference (April 2012). She also prepared a draft document that was reorganized and edited by Heather Ebbs (incoming ISC/SCI international liaison), and further revisions were made subsequent to discussion at the ICRIS meeting in Ottawa, Canada, on 30 May. The function of this document is to detail the understandings on which ICRIS works. All present were asked to discuss the draft with their society boards and to send comments to Mary Russell. A revised draft should be ready for discussion at the ICRIS meeting to be held during the ANZSI conference in March 2013.

Consideration should be given to holding international sessions at all conferences, similar to those presented during SI conferences, in order to give more exposure to ICRIS. The topic “ICRIS: What It Is and What It Does” was suggested for the international session at the 2013 SI conference.

**Action: All**

- (c) *International distribution of publications at member rates*. The distribution of publications at member rates has presented problems because of difficulties of distributing such items via the members' sections of society websites. These problems are now resolved, but information on publication distribution should be added to the ICRIS Terms of Reference.

**Action: Mary Russell**

- (e) *Frequency and logistics for decision making*. The distinction between Triennial International Meetings and the ICRIS meetings held at society conferences must be understood and maintained. Decisions regarding revisions to the International Agreement should be made only at the Triennial Meeting. However, it was agreed that

decisions regarding ICRIS administration matters could be made outside Triennial Meetings and that other decisions could be taken by email discussion list as needed.

- (f) *History of ICRIS*. Jill Halliday has written a history of ICRIS for the September 2012 issue of *The Indexer*. Copies of the article were distributed. Mary Russell commented that a more detailed history including names of the various people who have been involved over the years should be compiled before it is forgotten. The history could be posted on the ICRIS website. Information is available in our minutes/archives. Jill Halliday agreed to prepare a framework and seek information from individuals involved in the early years.

**Action: Jill Halliday and All**

## **7 Liaison with the China Society of Indexers**

The ICRIS list is working well for English speaking members, but the Chinese members do not participate because of language difficulties. Contact should be made with them as they have not yet accepted or ratified the 2012 revision of the International Agreement. Liqun Dai has been the intermediary, and although she has given up indexing, she is prepared to continue her liaison role. Lai Lam, an ANZSI member based in Auckland, NZ, may also be willing to help. Mary Russell will contact her.

**Action: Mary Russell**

## **8 New Business**

- (a) *ISO 999*. All countries represented by indexing societies are signatories to ISO. Maureen MacGlashan expressed reservations about the effort that would be required for a revision of ISO 999. We heard a brief summary of the history of ISO 999 and the roles played by SI members Janet Shuter and Pat Booth. Money that might have been available for the ISO 999 revision has been syphoned off for a revision of the thesaurus standard.

Mary Russell suggested that we should acknowledge that ISO 999 exists, but also note that improvements are needed. The indexing world should move on rather than spend time and effort in the creation of another standard. However, a watching brief should be kept and developments on standards monitored. ICRIS members should advise their boards that ICRIS is interested in any activity regarding indexing standards.

**Action: All**

- (b) *ICRIS presence at Frankfurt Book Fair*. Practicalities of an ICRIS presence at the Frankfurt Book Fair were discussed. A stand costs €2,300 for five days, plus registration fees: each society would need to consider a contribution of about €470. Publicity materials, personnel, and accommodation would also be needed, and printing costs were estimated at €1,300. The Book Fair may not be the best focus for ICRIS right now, and the costs are prohibitive.

Elske Janssen offered information from Jochen Fassbender (DNI) about a potential joint event; Jochen considers that digital media issues should be addressed. Caroline Diepeveen will be going to the 2012 Frankfurt Fair, and noted that the Fair publishes a daily newspaper: ICRIS could submit an article and/or advertise in this publication. Caroline also reported that Pierke Bosschieter (NIN) intended to go to the Tools of Change conference to be held before the 2012 Fair.

- (c) *World directory of Indexers*. There was a brief discussion about a proposal from Max MacMaster (ANZSI) for a world directory of indexers. Because of the serious problems associated with such a project, and the idea was put aside.
- (d) *Terminology website*. Elske Janssen reported on a proposal from Jochen Fassbender to make links to websites that could give access to indexing terms in other languages, to aid in searching for terms. A glossary of indexing terms was discussed. Caroline

Diepeveen reported that Pierke Bosschier has designed a NIN bookmark with Dutch indexing terms.

- (e) *Other ICRIS meetings.* We discussed a proposal for a meeting of ICRIS that was not associated with a society conference, with a particular focus on providing a forum for indexers in Europe. Maureen MacGlashan proposed a two-day gathering: Lille, France, would be convenient in terms of train transportation, and the Charles de Gaulle University (**the Laboratoire d'Informatique Fondamentale de Lille [Maureen: Please correct and/or confirm]**) could be a possible venue. The meeting could have a symposium structure with a call for papers.

We agree that the idea of non-conference meetings of ICRIS is worth exploring further. Other possible locations include Luxembourg and Frankfurt (at Book Fair time).

- (f) *Society conferences in 2013.*
- The ANZSI conference will be held at the NZ Institute of Chartered Accountants in Wellington, New Zealand, 13–15 March.
  - The ASI conference will be held in at the Hotel Contessa in San Antonio, Texas, 17–19 April.
  - The ISC/SCI conference will be held in Halifax, Nova Scotia, in early June 2013.
  - The SI conference will be held will at the Wyboston Lakes Executive Centre, Bedfordshire, UK, 12–14 July.

## **9 Appointment of International Coordinator for 2012–2015**

Ruth Pincoe expressed her wish to stand down as she feels it is time to hand the role to someone else. Mary Russell had been approached and agreed to accept the position of International Coordinator for the next three-year term (2012–15). This appointment was accepted unanimously. Ruth was thanked for the work she ha done for ICRIS.

(Note: during the conference Jill Halliday and Ruth were also recognized with small tokens and our thanks for their many years of hard work in bring ICRIS together.)

## **10 Host for 2015 Triennial International Meeting**

ANZSI has offered to host the 2015 Triennial International Meeting. The date and location of the ANZSI conference have not yet been decided.

## **11 Rogues' Gallery**

Ruth Pincoe proposed the establishment of a “rogues' gallery” containing all the photographs taken at ICRIS meetings over the years and at other related events. These photographs could be stored in our archives and exhibited on the ICRIS website.

The meeting was adjourned at 14:50.