

IFLA Section on Library Services to Multicultural Populations

Work Schedule March 2012 - August 2013

Please respond to Anne Kristin when a job is done

	Theme	Member Responsible/Lead	Deadline
1	Manifesto		
	Toolkit project	All members	Asap
	Future strategies	Tess, Esin	Continuing
	Translation of Manifesto: Chinese, Arabic by IFLA HQ	HQ	completed
	Translation of Manifesto: Turkish	Esin	Asap
	English version put in the IFLA house style	HQ	Asap
	Web-page:		
	The UNESCO logo and the IFLA-logo in the manifest in all languages	Jack & Tess	Asap
2	IFLA projects		
	Toolkit - Phase II	All members	Asap
	Translations - Tess will check to see what is needed	Tess	Asap
3	Revision of Leaflet	Mijin	Asap
4	Guidelines:		
	Arabic, Chinese	HQ	Asap
	Submit presentations to put on website	All members	Asap
	Translations of summary:		
	Spanish	Susana	Asap
	Swedish	Ann Katrin	Asap
	Romanian	Simona	Asap
	Danish	Susy	Asap
	Chinese Russian	HQ	
5	Apply for money/Report on Finances for 2013: SIG	Loriene and Te Paea	Asap
6	IFLA conference in Singapore		
	Working group for Singapore	Stephen, Lea, Svetlana, Esin	Asap
	Find a place for a whole day meeting	Esin	
8	Satellite Meeting 2014 Lyon	Ruth, Katrin, Fred and Esin	Asap
9	IFLA conference in Lyon	Svetana, Christiana and Fred	Asap

10	Pictures presentation of the Section's anniversary, use the pictures on our web Perhaps Flickr	Jack/Tess/Esin	Asap
11	Recruitment of new Committe members in Singapore More members; every SC-member must get 2 new Section-members Elections in Singapore: Chair & Secretary	All members All members, every year All members	Continuing Continuing
12	Section's Action Plan for 2013-2014	Tess	Asap
13	Marketing materials - bookmarks Order new USB's	Esin Susy	Asap
14	Section IFLA-website web editor SIG IFLA-website web editor Like our page! Share our facebookpage! Blog - purpose	Jack Jack All members Jack/Tess	Continuing Continuing Asap Asap
15	Newsletter (Send to Katrin, Fred and Christiana): Chair's column Report from the Midyear meeting in Zürich - the first two days Report from the Midyear meeting in Zürich - the last two days Indigenous (SIG) column The Singapore meeting Column of Sc members upcoming events Endpage with contact information and presentation of us Facebook/twitter/Flicker/Linkn-list - our social media work Leipzig conference From a German meeting about multicultural library services From a conference in Manchester Satellite meeting - Lyon Toolkit - news	Tess Katrin Ann-Katrin Tea Steven All members Tess Esin Esin Katrin Christiana Ruth Tess	before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May before 10. May
	Presentations of what is going on in your country about MCLS Photos	All members All members	before 10. May before 10. May
16	Newsletter; Management Desktoping Editing Read through the newsletter before it comes out	UVBC liaison Fred, Katrin, Christiana Tess, Anne Kristin	Continuing Continuing Continuing
17			

If speaking somewhere about the Section and its work: send note to Tess	All members	Continuing
Members' speaking calendar	Jack	Continuing