

ACTION PLAN for SECTION 30, ART LIBRARIES, 2017-2018

Objectives of Art Libraries Section 2017-2018

- 1. Promote the IFLA Risk Register to art libraries and other cultural heritage organizations.**
This contributes to Key Initiative 3.3 Safeguarding documentary cultural heritage through disaster risk reduction.
- 2. Promote excellence in art library facilities, drawing attention to model renovations, new construction, and innovative planning methodologies.**
This contributes to Strategic Direction 3 Safeguarding cultural heritage in its diverse forms, and Strategic Direction 1 Enabling library services to act as key providers of information, education, and research.
- 3. Promote development of the open-access Art Discovery Group Catalogue, an international, collaborative project that was endorsed by the ALS in 2014.**
This contributes to Strategic Direction 2 Promoting equitable access to information and knowledge in any format and in any place.
- 4. Build a bigger audience for the art libraries international community**
This contributes to Strategic Direction 4 Establishing the capacity to raise the voice of librarians at national, regional and global levels.

Objectives <i>What do you want to achieve?</i> <i>Use your list above</i>	Project or activity <i>What project or activity are you going to do?</i>	Main tasks <i>What are the specific things you need to do?</i>	Responsibilities and timeline <i>Who will do them and by when?</i>	Resources <i>Do you need specific skills, money or technology?</i>	Communications <i>How will you communicate your achievements?</i> <i>To whom? By when?</i>	Measures of success <i>How will you show the impact of your work?</i>	Progress <i>Report here briefly the progress of your work, at least every month</i>
1.Promote the IFLA Risk Register to art libraries and other cultural heritage organizations	1.1 Prepare outreach support materials about the RR	1.1.1 Offer to provide HQ with additional translations of RR informational and promotional materials 1.1.2 Promote RR via social media 1.1.3. Promote RR via ALS webpage and IFLAART mailing list	1.1.1 Lucile, December, 1, 2017. As desired by HQ, organize translation of selected RR promotional materials, utilizing SC Members language expertise 1.1.2. Ekaterina, Dec 15, 2017 + Post periodical messages about the RR on the ALS Facebook page 1.1.3. Ekaterina, Dec 15, 2017. Post periodical messages about the RR project on the ALS webpage and IFLAART mailing list				

	<p>1.2 Promote the RR in regional and national forums for librarians, archivists, and other cultural heritage professionals</p> <p>1.3 Engage art libraries to register themselves on the RR</p>	<p>1.2.1 Promote RR in person at various regional and national forums</p> <p>1.3.1 Engage each member of the ALS to promote the RR in one's country</p>	<p>1.2.1 Every member of the section who has an opportunity to do so (at least 5 of us)</p> <p>1.3.1 15 members of the ALS, each of us can make at least 1 institution to register by June 30d, 2018 (at least 10 art libraries on the RR)</p>
<p>2. Promote excellence in art library facilities, drawing attention to model renovations, new construction, and innovative planning methodologies</p>	<p>2.1 Publish peer-reviewed versions of papers from the ALS 2016 Chicago Satellite Meeting "The Art Library as Place: Building on the Past, Building for the Future"</p>	<p>2.1.1 Establish partnership with Art libraries journal, for possible publication of papers in one of their 2018 issues.</p>	<p>2.1.1 Lucile, Ensure the finalization of the publication and promote it</p>
<p>3. Promote development of</p>	<p>3.1 Provide user feedback to the</p>	<p>3.1.1 Promote use of the ADGC</p>	<p>4.1.1 All SC members. Nov</p>

<i>the open-access Art Discovery Group Catalogue, an international, collaborative project that was endorsed by the ALS in 2014</i>	ADGC Steering Committee that will inform product development	at our home institutions and forward feedback from users of all levels	2017+
	3.2 Promote awareness of the ADGC to a wide audience	3.2.1 Disseminate information about the ADGC via social media	3.2.1 Ekaterina. Nov 2017+ Post periodical messages about the ADGC on the ALS's Facebook page
		3.2.2 Promote ADGC via ALS webpage	3.2.2 Ekaterina. Dec 2017+ Post message about the ADGC on the ALS webpage
		3.2.3 Promote ADGC in person at various regional and national forums	3.2.3 Everyone in the section who has an opportunity to do it
		3.2.4 Present a WLIC 2018 paper on the ADGC during the open session of ALS in Kuala Lumpur	3.2.4 Lucile, Rüdiger. March, 2018. Draft description enclosed in the Programme Enquiry Form to IFLA HQ by deadline.
4. Build a bigger audience for the	4.1 Use Basecamp 3 to	4.1.1 Create ALS Basecamp	4.1.1 Lucile, Isabel. Sept+, 2017. Create

<i>art libraries international community</i>	centralize communication and archive SC exchanges	projects and organize them	Basecamp projects for ALS and begin using it for all official communications
	4.2 Create a social media presence for the ALS	4.2.1 Create ALS Facebook page (instead of group) and issue an open invitation to followers	4.2.1 Isabel. Sept 2017+. Create ALS Facebook page and issue an open invitation.
		4.2.2 Enliven the Facebook page with timely content of interest to art librarians internationally	4.2.2 Isabel, Ekaterina and all SC members. Oct 2017+ Make regular Information Officer and member posts
	4.3 Promote the ALS' actions and achievements	4.3.1 Work on a project about ALS history that will enable to promote and illustrate its international importance	4.3.1 Isabel, Ekaterina, Sep+ 2017, create a Basecamp project about the history of the section, that will be completed all the year (Margaret Shaw article in Art libraries journal, list of officers, previous

chairs of ALS
interviews, archives
accessible ...)

4.4 Increase
the audience of
ALS worldwide

**4.4.1. Increase the
number of
members and
corresponding
members of ALS**

4.4.1 Lucile, sept+,
2017. Find a
replacement for
Sandra's seat in the
SC.

**4.4.2. Organize a
satellite
conference in
Kuala Lumpur,
August 2018,
about Islamic art
collections
worldwide, and
an off-site tour if
possible.**

4.4.2 Lucile, Steven,
Viveca, Sept+, 2017.
Contact the host,
the Museum of
Islamic arts, and
keep the deadlines
for program, call for
papers, etc.

**4.4.3. Organize an
open session in
Kuala Lumpur,
August 2018,
about the
reciprocity of
action between
users and art
libraries**

4.4.3. Lucile, Isabel,
Ekaterina. Nov +,
2017. Keep the
deadlines for
organizing
everything.

Resource requirements

If you wish to request resources for any of your planned activities, ensure the details above are complete, then copy the project and task details from above and add the necessary detail below.

This replaces the Project Funding Application form used in previous years. It is therefore **extremely important that you submit it to your Division Chair and HQ by the deadline 30 October 2016.**

The Professional Committee will agree in the December PC meeting a draft allocation of funds for anticipated reimbursements during 2017. Following confirmation of the level of PC Funds for 2017, the Division Chairs and HQ Professional Support Officer will communicate with Units in January/February to finalise the details. The PC would also appreciate hearing about resource requirements you already anticipate for 2018.

Project or activity and Main task <i>Use your list above</i>	
Resources <i>Do you need specific skills, money or technology?</i> For what do you need resources in relation to this task? Match your needs again the resources listed below*	
Amount of funding. How much money would you like to request from Professional Committee Funds? <i>Explain your rationale for the estimated amount in each case.</i>	
Timing.	

When would the money need reimbursement?
Usually reimbursements are made on production of invoices following completion of the work, however, pre-payment can be arranged in some circumstances

* Resources

Use the following list in order to identify what kind of activity needs resourcing and therefore what details the PC will expect to read. If you have other details or requests, do not feel restricted to this list:

1. Project meeting (please note that the PC Funds are extremely limited so physical meetings that need funding are not encouraged unless necessary to move a project forward urgently; please try to conduct discussions online or via telephone conference and coordinate your work online where at all possible) –
 - a. why is the meeting needed and why can it not be conducted online,
 - b. who needs funding (give names),
 - c. where is the meeting planned and when (if known),
 - d. what costs cannot be covered by the project participant themselves (hotel, flight, local travel, subsistence);
2. Publications –
 - a. what document(s) need funding support,
 - b. how many copies need printing, if any,
 - c. what services are required, if any (editing, design, proof-reading, etc.),
 - d. delivery of the document (from where, to where, why);
3. Meeting/workshop logistics – (if this is a project team meeting, see above), ensure there are details to describe the meeting appended when you submit this funding request to the PC (how many people are expected, what are the objectives, who are you partnering with, when and where is it anticipated it will take place, who will be the local organiser),
 - a. what logistics need funding (computers, room hire, refreshments, printing),
 - b. what participant costs might need support (travel, accommodation),
 - c. what trainer costs are there (honorarium, travel, accommodation),
 - d. by what other means is the event being funded (participants' own costs, sponsors, etc.). Give details;
4. Webinar –

- a. What is being planned and with whom,
 - b. Who is the target audience,
 - c. What technical requirements are there;
- 5. Software –
 - a. What software is required and why;
- 6. Advocacy materials –
 - a. See the relevant number above (project meeting, publication, webinar, etc.);
- 7. Other - funding item not covered by the categories above.

Next steps

Please send your completed Action Plan to Joanne Yeomans (joanne.yeomans@ifla.org) and your Division Chair by 30th October 2016.

Questions?

If you have questions or would like help with your Action Plan, please contact Joanne Yeomans (joanne.yeomans@ifla.org) or your Division Chair. We're ready to help.