



**CONVENING NOTICE FOR THE IFLA 2021 GENERAL ASSEMBLY**  
to be held **25 August 2021 at 13:30 CEST, in The Hague, Netherlands**

To: Voting Members of IFLA

(National & International Associations, Institutional Members and Honorary Fellows)

*Copies for information to:* Governing Board members

Regional Managers

Institutional & Individual Affiliates

Corporate Supporters

Bodies with Consultative Status

Date: 25 June 2021

The IFLA Governing Board has pleasure in submitting this Convening Notice for the General Assembly meeting of the Federation. The IFLA 2021 General Assembly will be held Wednesday 25 August at 13:30 in The Hague, The Netherlands.

## **Agenda**

### **Wednesday 25 August 2021, 13:30 – 15:30**

1. Opening by the Chair
2. Appointment of Tellers
3. Establishment of a Quorum
4. Adoption of the Agenda
5. Minutes of the previous meeting, held in Melbourne, Australia 12 February 2021
6. In memoriam of those members who have died during the past year
7. Presentation of the Report of the President
8. Presentation of IFLA's Annual Report by the Secretary General
9. Presentation of the Annual Accounts by the Treasurer
10. Formal announcement of the Results of the Ballot for the Election of President-elect and for places on the Governing Board by the Secretary General
11. Motions and Resolutions
  - 11.1 Motion to approve the holding of the next General Assembly in July 2022 (Art 8.2 of the Statutes refers)
12. Address by the President, Christine Mackenzie
13. Presentation of Honours and Awards
14. Vote of thanks to the outgoing Governing Board
15. Introduction of incoming Governing Board
16. Address by incoming President, Barbara Lison
17. Close of the Assembly

Details of voting arrangements, including more information on the process for proxy voting will be distributed on 7 July 2021.

## NOTES

### **1. Representation**

Each Member is entitled to be represented at any General Assembly by one or more representatives. One such person shall be designated by the Member to exercise the right to vote. Honorary Fellows are entitled to be present and have the right to vote.

Each Member may nominate another Member to exercise proxy votes on the Member's behalf at a General Assembly. Such Member must notify the Secretary General of the appointment of a proxy holder no later than 48 hours prior to the start of the meeting and on the designated form. Members who have paid their membership fees for 2021 will receive more information on voting arrangements and proxy voting.

### **2. Quorum**

**National and International Association Members:** The attendance at General Assembly of a simple majority of eligible National or International Association members will constitute a *quorum*. Quorum will be reached if the number of National and International Association members present or represented by proxy is 50% +1 of the total number of National and International Association members who have paid their fees for the current year. It is therefore especially important for representatives of National and International Association members to obtain their voting slips on arrival at the venue or designate a proxy.

#### **FOR PROXY HOLDERS:**

Your own voting slip and those of members you represent by proxy will be available at the venue two hours before the beginning of the General Assembly.

If you have not paid your 2021 membership fees you will not be eligible to vote. In order to vote, Members must be financial and have paid any outstanding fees by 13 August 2021.

### **3. Resolutions**

**Resolutions of an exceptional and urgent character** proposed after the deadline specified in Article 9.5 of the Statutes must be submitted to the IFLA Secretariat office by the **deadline of 12.00 noon CEST on Monday, 23 August 2021.**

All resolutions must be proposed and seconded by authorised representatives of Members whose names and affiliations must be included and must clearly express the action recommended to be taken by the Federation.

All resolutions must be brief, clear in intent and legible. Brief additional background or explanation may be attached if necessary. The Executive Committee may seek clarification or rephrasing to ensure that the meaning and intent of a proposed resolution are clear and may nominate someone to assist the proposer to revise a proposed resolution in order to conform to these Rules.

Additional items of an exceptional and urgent character may be added at the discretion of the President or other person who is acting as the chair of the meeting, with the consent of the majority of the Members present or represented. It must, at the same time, be handed over in writing to the Chair.

## **General Assembly 2021, The Hague, Netherlands**

### **Agenda item 11 - Motions and Resolutions**

#### **11.1 Motion to approve the holding of the next General Assembly in July 2022 (Art. 8 of the Statutes refers)**

##### **Motivation:**

The legislation of the Netherlands, as stated in the Dutch Civil Code, Part 2, Sections 48 and 49, requires that the Governing Board must submit an annual report and annual financial statements to the General Assembly within six months of the end of the financial year, unless the General Assembly has extended this period. The period may be extended on account of special circumstances for no more than four months. This is reflected in Article 8.2 of the Statutes.

IFLA's financial year ends on 31 December, and its General Assembly meets during the Congress, normally in August, more than six months later. The General Assembly must therefore authorize the Governing Board to present the annual report and financial statements at the next Congress. IFLA's lawyers advise that this authorization has to be given every year. A blanket authorization is not permissible.

##### **Motion:**

to authorize the Governing Board to convene the General Assembly to coincide with the next IFLA World Library and Information Congress which shall take place in July 2022. In the case of an unavoidable delay the General Assembly may be convened at a later date, but no later than 31 October 2022.