

Minutes of EALRGA ANNUAL GENERAL MEETING
(held in conjunction with the ASAA Biennial Conference 2014, Perth)

Date: 08 July 2014

Time: 1.00-2.30pm (Canberra/Melbourne time)

Venues:

- **(Canberra site) - Menzies Flex Lab, Level 3 Menzies Library, ANU.**
- **(Melbourne site)- Monash University Library meeting room**
- **(Perth site) – University of Western Australia Library**

(The three sites were connected via Skype for a joint meeting. Skype communication method was utilized. The meeting was very successful with 18 EALRGA members, including two members from Melbourne University, two members from Monash University, and one member from the University of Western Australia, participating.)

Attendees:

- **Canberra site:** Rebecca Wong (Chair), Darrell Dorrington (Treasurer), Hua-Jun Ni, Miyuki Matthews, Yu Sasaki, Ji-Yeon Cho, Nithiwadee Chittravas, Gerry An and Fonny Kyle from the Australian National University Library; Andrew Gosling (former Chief librarian of the NLA), Jung-Ok Park and Irina Chou from the National Library of Australia;
- **Melbourne site:** Bick-Har Yeung from Melbourne University Library and Jung Sim Kim (Web maintainer) from Monash University Library
- **Perth site:** Aline Scott-Maxwell (Monash University), Michelle Hall (Melbourne University), Amy Chan (Australian National University), Linda Papa (University of Western Australia) and Di Pin Ouyang (Secretary) (National Library of Australia)

Apologies: Ayako Hatta (Editor) and Mayumi Shinozaki

Agenda

- 1) **Welcome to EALRGA and Asian Studies librarians**
- 2) **2013 EALRGA AGM Minutes**
- 3) **Treasurer's report**
- 4) **Website update**
- 5) **EALRGA Activities in 2013/2014**
- 6) **Roundtable: Landscape of East Asian Librarianship in Australia - organization models, roles, and partnerships**
- 7) **A.OB.**

ITEM 1: Welcome to EALRGA and Asian Studies librarians

Ms Rebecca Wong, current President of the EALRGA committee, welcomed everyone and thanked the host library at UWA, and in particular Linda Papa, who organized the venue and facilities to make this on-site and remote gathering possible.

Ms Wong also added that we are indebted to Skype for its new FREE group video services.

Ms Wong asked participants from each site to quickly mention their name, organization, role or specialization before going through to Agenda Item 2.

ITEM 2: 2013 EALRGA AGM Minutes

Ms Wong distributed the 2013 EALRGA AGM minutes and the Group discussed them:

Matters arising:

- **Amendments on page 1 and last page** raised by Melbourne University (Actioned by Di Ouyang)
- **Follow-up action for ITEM 4: Mailing list** - List of Librarians (public or semi-public) across Australia to be posted on EALRGA website
 - We all agreed the mailing list will be the most effective way to encourage communication and information sharing. However, some scholars are reluctant to give away their personal email addresses. '*A short report on a survey of Asian Librarians in Australia - snapshot of academic and state library collections, July-August 2013*' by Michelle Hall is being published in EALRGA Newsletter No. 63 (January 2014)
www.ealrga.org.au/newsletter1401/1401_hall_1.html
 - List of librarians not yet openly available [Michelle Hall: a few respondents not comfortable to be labelled as Asian Studies librarian because of their non-specific role. Some indicate Asian Studies is a shared duty among their colleagues or provide a generic contact]. Some are appreciative of the follow-up by Michelle Hall and Ayako that they get to know the potential source of information and support. List not to be officially published but will be kept by Secretary for reference if necessary.
 - An EALRGA Mailing list (listserv) is currently with Ayako. Business confidentiality will have to be treated carefully when posting to open mailing list.
 - Does the web hosting service provider have a mailing list service? If not we can explore a hosting service by one of our institutions. Ms Wong suggested ANU Server and she will try to see if this is acceptable.
 - The list will include all existing mailing list members, which includes international East Asian librarians or scholars (e.g. CEAL members), as well as vendors.
- **Follow up Item 6: Proposed projects from last AGM**
 - Latest update from the National Library: a list of Chinese "*congshu*" - project for EALRGA - has already been completed. A draft copy was sent to ANU. Will distribute to other institutions for comments. However, collating the *Sikuquanshu* holdings across Australia has not yet begun due to the limited staffing resources at NLA.

- Latest update on “National Licence Agreement”. At the ASAA 2014 Library Panel, Michelle Hall discussed a national collection development policy for Asian Studies materials. I believe there will be further discussion and debate on this topic to guide our way forward.
- Latest update for a central register of all online databases that are subscribed to by major Australian libraries. All major libraries around the Australia have updated this list and it is available through the [ALIM website](#). Bick-har Yeung queried whether this can be automatically harvested from Trove by NLA instead of doing it manually.

Apart from the various projects and activities, Ms Wong sincerely thanked Ayako Hatta for her outstanding work in editing and distributing the *EALRGA Newsletter* on time.

Ms Wong suggested that the last AGM minutes be adopted. Moved by Darrell Dorrington, seconder Di Ouyang.

(see appendix B for the 2013 EALRGA AGM Minutes)

ITEM 3: Treasurer’s report [as at 30/6/2014]

Everyday [Community Solutions] account: 032-778 458334

- Balance at 30/6/2014 \$453.68
- Interest for the year 90c.
- Transfers into account included some term deposit interest and transfers of excess funds from Cash Reserve
- Some payments awaiting finalization of internet banking.

Cash Reserve account: 032-778 458342

- Balance at 30/6/2014 \$50.96
- Interest for the year 90c.

Term Deposit: 032-705 121001

- Interest earned for 2013-2014 financial year: \$245.40
- Current value \$7,742.76 due to mature 7/9/2014

Current ongoing expenses:

Web hosting (Digital Pacific) for ealrga.org.au: 1 year from 26/4/2014 \$58

Domain name registration: 2 years from 26/4/2014 \$19.90

ITEM 4: Website update

Web hosting services reviewed by Jung Sim. Jung Sim is worried about the costs increasing because of the limited MB available with the package. She proposes that list not to be hosted by a particular institution because of concerns of continuity. Further testing of existing web services and other cheaper options to be explored.

Jung Sim asked if the EALRGA website title “EALRGA East Asian Library Resources Group of Australia incorporating JALRGA the Japanese Library Resources Group of Australia” still retains the phrase “**incorporating JALRGA, the Japanese Library Resources Group of Australia**”? (Action: Di Ouyang will follow up and get back to Jung Sim.)

ITEM 5: EALRGA Activities in 2013/2014

- On top of the various projects and initiatives reported above, Rebecca Wong acknowledged Ayako, our Committee member who is responsible for the Newsletter, and who has committed to making sure that the biennial newsletter is published on time and with rich content.
- A joint X'mas lunch between CJK librarians and APSIG members was held in Canberra at the end of 2013 – this was our first informal gathering between the two groups.
- A reminder on submissions to the next Newsletter - due at the end of this month on 31st July.

ITEM 5: Roundtable: Landscape of East Asian Librarianship in Australia - organization models, roles, and partnerships

- a. The Group talked about the various initiatives and projects above, then went on to discuss the latest challenges to the profession in terms of the latest organizational development, budget limitations, and our many years of attempting to move towards a more collaborative approach, informal peer-to-peer discussions via the establishment of more effective communication channels, etc. Ms Wong said she does think we need greater cooperation between libraries
- b. The Group also noted it will be useful to have a more in-depth exchange from library colleagues from different institutions to share some background on their organizational models and updates in order to provide some food for thought and make available some more information to enable a solid debate in tomorrow's forum
 - Linda Papa of UWA: Linda's role is supporting teaching, learning and researchers at UWA. As we shift to e-resource preference, Linda is looking after e-resources as well as a subject liaison specialist but not specializing in Asian Studies.
 - Alex Philp of NLA – same budget reduction in overseas collecting. However, the Library continues strongly to support Asian Studies. Services we offer continue to be in demand and will stay that way for a while. We are trying hard to increasingly purchase e-resources.
 - Aline Scott-Maxwell of Monash University: we are in a similar situation to the last AGM meeting. We already lost our Chinese librarian, and a freeze on positions by the university makes it increasingly difficult.
 - Bick-har Yeung of Melbourne University – further consolidation and BH's position will be abolished and moved into a generic liaison role.
 - Rebecca Wong of ANU – reconsolidating after we lost 1/3 of our staff at the end of last year. ANU still has the blessing of the DVC for the AP collection as a significant national resource and able to recruit a CJK librarian to report for duty on 1 Aug. Vernacular Technical Services staff are being redistributed and integrated into mainstream technical teams.
- c. Re-modelling our organisation? Further ideas raised on preferred means of partnership and exchange

Aline Scott-Maxwell brought up the need to incorporate SEA library resources. Andrew Gosling supported the idea. Two committee members voted for the idea but Ms Wong will consider the need to maintain EALRGA as an icon and reorganize to develop a larger ALRGA umbrella.

Meeting closed at 2.30pm at Canberra/Melbourne Time

Appendix A: Some proposed actions during ASAA 2014 Conference

While in Perth attending the ASAA conference, Aline Scott-Maxwell, Michelle Hall, Amy Chan and Di Ouyang met and discussed some new proposals regarding how we could work more collaboratively to deliver better services to our readers.

The Group discussed creating a document re our collection development areas, how we source materials for each area (vendors, suppliers etc) and how we catalogue them (eg. In-house, outsourcing, purchasing records etc). It would be very useful to exchange information on all these matters - especially as there is more pressure on staffing and as we lose specialist knowledge. Also a few thoughts came up which could be discussed and explored further:

- Document what we are doing and also how we are doing it
- Document who is responsible for what (in each organisation) – produce a list of contact details
- Hold the 'Library Forum' each year to interact with each other face-to-face. Of course the virtual world has become a reality. But face-to-face meetings would deliver results more effectively.
- Incorporate colleagues of wider Asia Studies into the existing EALRGA network, such as SEA, APSIG (ALIA Asia Pacific Special Interest Group) and EALRGA into Asian Studies Librarians
- Develop a platform, similar to ALIM (Asian Libraries in Melbourne), to support all Asian Studies

Appendix B: New committee member contact details

Present:

Rebecca Wong
Manager, Menzies Library
Australian National University
Canberra ACT 0200 Australia
rebecca.wong@anu.edu.au

Secretary:

Di Pin Ouyang
National Library of Australia
Canberra ACT 2600, Australia
douyang@nla.gov.au

Treasurer:

Darrell Dorrington
Menzies Library
Australian National University
Canberra ACT 0200 Australia

darrell.dorrington@anu.edu.au

Newsletter editor:

Ayako Hatta
Asian Studies Research Collection
Matheson Library, Monash University
Clayton, VIC 3800, Australia
ayako.hatta@monash.edu

Web Maintainer:

Jung-Sim Kim
Asian Studies Research Collection
Matheson Library, Monash University
Clayton, VIC 3800, Australia
jung.sim.kim@monash.edu

Appendix C: Confirmed Minutes of 2013 EALRGA AGM

Minutes of EALRGA ANNUAL GENERAL MEETING

Date: 22 July 2013

Time: 2.00-3.30pm (Canberra time)

Venues:

- **(Canberra site) - Menzies Flex Lab, Level 3 Menzies Library, ANU.**
- **(Melbourne site)- Monash University Library meeting room**

(The two sites were connected via Skype for a joint meeting. Skype communication method was utilized as we thought it would be more interactive for the presentations than a tele-conference. However, due to system problems, we had to switch to telephones after only 15 minutes. The meeting was nevertheless very successful with 16 EALRGA members, including two members from Melbourne University and two members from Monash University, participating.)

Attendees:

- **Canberra site:** Rebecca Wong, Darrell Dorrington, Hua-Jun Ni, Miyuki Matthews, Catherine Churchman, Ji-Yeon Cho, Gerry An from the Australian National University Library; Jung-Ok Park, Mayumi Shinozaki and Di Pin Ouyang from the National Library of Australia;
- **Melbourne site:** Bick-Har Yeung and Ayako Hatta from Melbourne University Library and Aline Scott-Maxwell and Jung Sim Kim from Monash University Library

Apologies: Michelle Hall

Agenda

ITEM 1: Welcome and vote of thanks to committee members stepping down

Ms Rebecca Wong, current President of the EALRGA committee, welcomed everyone and moved a vote of thanks to committee members stepping down. They are:

Bick-har Yeung, President, service from 22nd March 2011 to 30th April 2013
Rebecca Wong, Secretary, service from 22nd March 2011 to 30th April 2013
Wan Wong, Treasurer, service from 22nd March 2011 to 30th April 2013
Michelle Hall, Newsletter Editor, service from 22nd March 2011 to 30 Dec. 2012
Ayako Hatta, Newsletter Editor, service from Jan. 2013-
Renata Osborne stepped down as President in 2011 and now serves as an ongoing committee member.

Rebecca thanked all sincerely for their hard work and contributions during their full or part term of service from 22nd March 2011 to 30th April 2013. Rebecca especially

wanted to thank Bick-har Yeung on her vision of implementing a sound structure for EALRGA which will benefit the long term succession of the Group. Bick-har brought the group together for regular annual meetings and a continued presence in major conferences in the past two years. She is so delicate that she quietly nudged everyone she could to move the group forward and made lots of things happen - not just by resurrecting the constitution established in 1977 which stated that Committee be re-selected every two years, but also in this round we have a rich group consisting of librarians from Melbourne and Canberra, with good representation on Chinese, Japanese, and Korean librarianship!

Rebecca expressed in particular her gratitude to Ms Wan Wong. Though Wan works in another area of the NLA, she supports the group by working in her own time to maintain our bank account, scan and upload all back issues (from issue 1, November 1978) of the EALRGA newsletter online (www.ealrga.org.au/newsletter.html). She also organised migration of the EALRGA website to the current domain.

Rebecca again expressed her thanks to Bick-har for her initiative on the nomination process and procedures for voting for the new committee. This is the first time the committee was elected. Previous committees were appointed.

Bick-har Yeung also expressed her appreciation to Wan Wong's contribution to the EALRGA newsletter archives and the e-Newsletter. We couldn't have gotten this far without Wan Wong's great help!

Rebecca also thanked Michelle Hall for stepping in to be the Newsletter editor in 2012.

Rebecca talked through a bit of the history of EALRGA and quoted Andrew Gosling's address on the 30th anniversary of EALRGA in 2008: "*Considering the small number of East Asian librarians in Australia that [30 years] is a real achievement. EALRGA has depended on a few dedicated librarians, mainly current and former staff.*"

Finally Rebecca said that now we are in the 36th year, we have more dedicated librarians, a bigger group of combined current and former staff, and are ready to support each other to tackle the challenges on provision of East Asian library resources and services and continue to reach out to those who need our support in a collaborative manner.

ITEM 2: Introducing new committee members

Rebecca introduced the new EALRGA committee members with effect from 1st May 2013:

Ms Rebecca Wong, the president
Ms Di Pin Ouyang, the secretary
Mr. Darrell Dorrington, the treasurer
Ms Ayako Hatta, the newsletter editor
Ms Jung Sim Kim, the web maintainer

Rebecca stated that the new committee members will serve a two-year term. She said new CJK librarians are encouraged to participate in committee activities. More discussions on succession plans will be discussed by current and past Committee members.

It was recommended that only the Committee members appointed by election would

be listed on the EALRGA website.

The individual contact details will be attached at the end of this minute (*see appendix A*)

ITEM 3: 2012 EALRGA AGM Minutes (held in conjunction with the ASAA Biennial Conference 2012, on 12 July 2012, in the University of Western Sydney Library, Parramatta, Sydney)

Meeting discussed the minutes from 2012 EALRGA Annual General Meeting (In conjunction with the ASAA Biennial Conference 2012, in the University of Western Sydney Library, Parramatta, Sydney)

There were a few clarifications, a few corrections and a few explanations:

- Follow-up action for ITEM 6: List of Librarians (public or semi-public) across Australia. It was proposed at the last AGM that a list of librarians with an interest in East Asian Studies library resources and services, detailing affiliating institutions, role, and name shall be posted on the EALRGA website. Aline Scott-Maxwell, from Monash University Library, said she is working on this list and it should be soon available for distribution.
- Confirmation of the last AGM minutes: Minutes from last AGM meeting confirmed by Darrell Dorrington. Seconder Bick-har Yeung.

(see appendix B for the 2012 EALRGA AGM Minutes)

ITEM 4: Report on Committee handover meeting on 10 May 2013

A meeting for a “handover” was held on Wednesday 8 May at Yacht Club. The attendees were: Rebecca Wong, Wan Wong, Darrell Dorrington and Di Pin Ouyang.

Here are some highlights for the handover meeting:

- **Membership**

Membership remains open to librarians, academics/individuals with an interest in East Asian libraries and information resources, including vendors, and is free of charge

- **Mailing list**

An EALRGA Mailing list (listserv) will be the most effective way to encourage communication and information sharing? This can be established using the listserv function available from our current subscription to the website hosting service

- ✓ Latest mailing list is with Ayako? Will check with Ayako after the meeting
- ✓ Business confidentiality will have to be treated carefully when posting to open mailing list

- **EALRGA and APSIG**

- ✓ Pros and cons of EALRGA merging with APSIG was discussed. Rebecca will discuss with George Miller
- ✓ Rebecca met with George Miller on 9 May. He shared the history of South

East Asia Resource Group established back in the 70's. The Group later on became APSIG and operates quite independently within ALIA. Though he agreed that access to the group has been limited to librarians since then. He recalled that EALRGA was established in a later stage copying the model of SEARG by East Asian libraries and has a closer relationship with ASAA but not ALIA. He shared the view that that will be the advantage of EALRGA. He agrees that APSIG and EALRGA can work closely together.

- **AGM 2013**

- ✓ To be held in July after CSAA
- ✓ To be conducted in a model that will encourage participation (Webinar? Phone conference?)
- ✓ AGMs will tie to ASAA conference (biannual) when possible
- ✓ Treasurer
- ✓ Wan handed over the financial records to Darrell
- ✓ Wan, Darrell, and Rebecca will visit the bank to change over signatures to Darrell as the new Treasurer and Rebecca as the backup.

ITEM 5: Treasurer's report

Treasurer Darrell Dorrington reported we are in the process of migrating our EALRGA day-to-day account to one which can support online banking for ease of use. In the meantime, these are the latest figures:

Day-to-day account: 032-719 300844

- Opening balance: \$259.55
Interest from term deposit: \$101.89
Current balance: \$361.44
- Outstanding accounts (to be paid once online banking is sorted): QPrint: 500 double sided colour bookmarks \$140
Web domain registration and April 2012-April 2014 hosting fee (to Wan Wong): \$137.50
- Total outstanding: \$277.50
- Therefore potential remaining balance: \$83.94
[Potential balance @ 10/12/2013 = \$225.66]

Term Deposit: 032-705 121001

- Term deposit interest 11/2/2013 to 11/6/2013: \$101.89
[total interest 1/7/2012 to 30/6/2013: \$293.92]
Principal of \$7,558.68 reinvested for 5 months 29 days @ 3.75% from 11/6/2013 to mature 10/12/2013 [approx. \$141 interest]
- An updated report will be circulated to the executive when the day-to-day account is migrated to one that is capable of handling online banking.

ITEM 6: Website update

Ms Jung Sim Kim, the web maintainer, firstly thanked Wan Wong for her training on editing, uploading and maintaining the EALRGA website. While she was attending the KSAA conference in June 2013, she visited Wan and spent some time in learning the process. Now the new updated website is available at: www.ealrga.org.au/

A new feature '[WHAT'S NEW](#)' has been added in along with other four tabs:

[EALRGA COMMITTEE](#) [EALRGA NEWSLETTER](#) [LINKS TO RELATED SITES](#)'.

Ms Jung Sim asked if the website title is still the same as 'incorporating JALRGA the Japanese Library Resources Group of Australia'. Mayumi Shinozaki will confirm later.

ITEM 7: EALRGA Activities in 2012/2013

- 1) A briefly report back from the KSAA, JSAA and CASS conferences. A more detailed report on KSAA, JSAA and CSAA will be available in the EALRGA newsletter:
 - The 8th Biennial Korean Studies Association of Australasia (KSAA) Conference was held at ANU from 27-28 June 2013. Darrell thanked Jung Sim Kim for her initiative to set up a small "library consultation room" at the conference venue where librarians can offer "drop-in" demonstrations of some of our products.
 - The 18th Biennial Japanese Studies Association of Australia (JSAA) Conference was held at ANU from 8-11 July 2013. The senior librarian from NLA Mayumi Shinozaki reported it was a great success and she presented a paper on the 'Manuscripts Collection on Japan at NLA'. Rebecca Wong reported that the Library Booth was tended by Mayumi Shinozaki, Cathy Churchman, and some ANU staff. Archive Forum – presented by National Archives, JACAR, AWM, NLA, which was chaired by Rebecca Wong and the convenor was Professor Li Narangoa. Prof. Li inspired a lot of interest and offered some interesting views on how academics can get to "know" a collection exists even if it is not available in the catalogue!! Especially relevant when talking about Archival research.
 - 18th Biennial Chinese Studies Association of Australia (CSAA) Conference was held in Hobart from 9-12 July. The Library panel was held in the theatre, where three librarians presented their talks: Di Pin Ouyang of the National Library of Australia on "*Trends in the usage of the Chinese collections at the National Library of Australia*;" Bick-har Yeung of the University of Melbourne Library on "*A national collection to support research on southwest China at the East Asian Collection, University of Melbourne*;" and Darrell Dorrington of the ANU Library on "*Going online: recent collection developments at the ANU Library*." It was well received by a large audience.
- 2) Proposed projects:
 - It was proposed that we should work on an "Inventory of Australian Chinese 'congshu' (丛书)". This project will be similar to the [Asian Studies subscription databases](#) - list of Asian Studies databases subscribed to by Australian research libraries which ALIM has completed. Maybe we will work on the inventory of Sikuquanshu (四库全书) holdings across Australia first and then go on to the remaining Congshu lei (丛书类)。NLA will start the list and forward it to libraries for additions.
 - The second proposal was to work on a 'National Licence Agreement'. The concept of a purchasing consortium is a good idea. However, how can purchasing consortiums work? Who would be the coordinator to initiate the activities? We need to talk/discuss this further.

- The third proposal was to have a central register of all online databases that are subscribed to by major Australian libraries. NLA will initiate the list and forward to academic libraries.