

A. Constituting meeting

The only point to be dealt with in this meeting is the approval of the Bye-laws as constituted by the Organising Committee in Florence on May 23, 1969.

Although this was the third version, the Committee is aware that it can certainly not claim to be perfect.

Nevertheless it is hoped that there will be little or no discussion on its content. If someone disapproves of certain articles it is recommended that this be brought to the notice of the meeting and further studied by the Group Executive. After more than a year of preparation it is certainly time that work is commenced. It is our hope that the by-laws will be accepted without much discussion. Once they have been in force for a year or so, article 7b) opens the way for possible future amendment and revision.

After approval of the Bye-laws we are formally in existence, and the Constituting Meeting can be closed.

B. First General Assembly

1. Election of the Group Executive

Article 11 of the Bye-laws reads as follows: "The Group Executive shall consist of the Chairman and at least seven other members. The number of members may not exceed a total of twelve including the Chairman." In view of the fact that, for geographical reasons, it can be expected that several members will not be able to attend all Executive meetings it is recommended that the number of members shall be fixed at this maximum.

In order to ensure continuity in the work done hitherto, the organising committee has proposed that six of its members should be eligible to serve on the Executive for a period of one year. The members present at the meeting will receive a voting paper containing:

- a. the names of the six committee members;
- b. the names of all other members of the group that have been put forward for nomination.

It is the intention that each member votes for the twelve members of the Executive in such a way that all important countries and parts of the world are duly represented.

Voting papers bearing more than twelve crosses are invalid!

An ad hoc committee will check the voting papers and report to the meeting at once.

2. Employment of a Secretary

The number of applications is quite satisfactory. Although the appointment of the secretary is a matter for the Executive, some general information can be given during the meeting.

3. Programme of Activity

As you have seen from the tentative Programme of Activity the subjects have been broken down into five main groups:

1. Legal Matters
2. Managerial Matters
3. Sales and Promotion
4. Production
5. Editorial Matters

The most practical way to get the work started seems to be to nominate a few ad-hoc committees which will be in charge of the study of, and the reporting on, specific points of our programme.

According to article 12sub i) of the Bye-laws it is the duty of the Group Executive to form such ad-hoc study groups. In order to facilitate the work of the Group Executive, the members of the Group are kindly requested to make their suggestions during the meeting. It is the intention to hold the discussions on the programme proper in the second meeting at 15.30 h.

4. Next General Assembly

It is suggested that this Assembly be held in combination either with the Frankfurt Book Fair (Sept. 24-29) or with the informal I.P.A. working congress, planned for September 30 - October 2nd 1970 in London. There is, in principle, no objection to holding a meeting in Spring 1970 if there is a fair certainty that sufficient members will attend.

INTERNATIONAL GROUP OF
SCIENTIFIC, TECHNICAL AND MEDICAL PUBLISHERS

SURVEY OF SUGGESTED POINTS FOR THE PROGRAMME OF ACTIVITY

1) Legal Matters

Copyright questions

- changes in existing international copyright conventions (viz. Stockholm Protocol)
- photocopying of journal articles and other material
- reprint requests
- new legislation USA and other countries
- reprints of books of which copyright has expired
- possible copyright arrangements with USSR

2) Managerial Matters

- the field of information and retrieval
- development of large storage and retrieval systems for basic information
- training of staff
- royalty arrangements
- remuneration in the field of scientific publishing
- effect of mergers on the publishing business

3) Sales and Promotion Matters

a) Sales matters

- sales terms
- international returns policy
- international postal and shipping regulations
- future role of the scientific booktrade
- comparative studies on buying habits

b) Promotion matters

- international survey of journals reviewing scientific books
- mailing list maintenance
- cooperative mailing

4) Production Matters

- new printing techniques (viz. computer aided cold type printing)
- possibility of uniform book sizes

5) Editorial Matters

- training of staff
- style manuals
- unification of reference systems

It had previously been agreed that expert members for the sub-committees could be recruited from the staff of member firms but need not be nominated members. It was now decided to seek a chairman for the committee on NEW PRINTING TECHNIQUES from outside the Group Executive, since there was no member sufficiently well versed in this matter.

Dr. Beckman suggested Mr. Molander of Almqvist and Wiksell (Sweden) for this post and Mr. Booher put forward Mr. Shatzkin's name as a member of this committee. He will invite Mr. Shatzkin. The Chairman will invite Mr. Molander (he has accepted meanwhile).

Suggestions for further topics included the use of programmed learning, but this was finally discarded, the matter of SALES AND PROMOTION being considered of more interest. Dr. Proskauer thought there was room for an international information medium to be issued to scientific booksellers by the Group but Mr. Booher dismissed the idea as being an impossible job for a committee

Mr. Booher was invited to chair the committee on SALES AND PROMOTION selecting the aspect he thought most vital from among those mentioned in the Programme of Activity. He accepted. Mr. Baltzer's (North-Holland, Amsterdam) name was put forward as a possible member.

Dr. Oldenbourg suggested another matter which should receive attention, viz. standard book numbering, but this suggestion was not taken up.

The Chairman then passed on to financial matters. The Group's position was satisfactory; as the bank account was in Amsterdam, he proposed Mr. Frank as Treasurer, which would also make it easy for them to work together. This was agreed unanimously.

There followed a brief discussion on the secretariat. There were some 40 applications for the post of secretary and their quality was satisfactory. In case of need the Chairman would ask the G. E. members in the various countries to conduct interviews of candidates there.

The Membership sub-committee was already functioning; its composition was confidential, so as to avoid possible feeling among those who might be rejected. Its members are Messrs. Wiley, Frank and Salvat.

(Mr. Booher excused himself at 5.05 p. m.).

Mr. Bluhm suggested a member of the G. E. should be responsible for getting things moving in each country.

The Chairman said that the candidates put forward by the Organizing Committee had been selected to give national coverage and he thought that they would automatically exercise their influence in an unofficial capacity.

Mr. Frank regretted that the response from British publishers had so far been poor and suggested some promotion was needed there to win more members. He was sorry that Mr. Saugman has been unable to remain for this meeting.

The meeting closed at 5.15 p. m.