

CONSORTIUM *of* EUROPEAN RESEARCH LIBRARIES

Procedures for Selection of Chairman, November 2009

1. The present Chairman will have completed one term of three years (2006-2009) in November 2009. It will, therefore, be necessary to have an election for Chairman for the period 2009–2012 at the Annual General Meeting in November 2009.
2. The procedure adopted in 2000 is set out in Article 5.2 of CERL's Rules & Regulations:
 - '5.2 When the need to elect a Director to act as Chairman arose when the first Chairman had served two consecutive terms of three years (1994-2000), a search committee constituted by the Executive Committee deliberated whether it was necessary to add further regulations for this particular function. They concluded that members could be approached for initial soundings, which would be reported to the Executive Committee. The Executive Committee would then arrive at a recommendation to be submitted to the Members when soliciting nominations within the time limits in which all Directors have to be nominated (see above 5.1). This procedure was duly followed in 2000 for the election of the Chairman.'
3. As in 2006, the Executive Committee has established a Chairmanship Search Committee to oversee the process of selecting a candidate for the next three-year period. The members of the Working Group are: Dr Claudia Fabian, Dr Kristian Jensen, Mr Ivan Boserup, Dr Margherita Spinazzola, M. Jean-Dominique Mellot, Drs Jan Bos, with Dr Shaw as Secretary. The Working Group had a meeting in Munich in March following the meeting of the Executive Committee. The Secretary has circulated copies of the documentation prepared for the election of a new Chairman in 2006. Copies of these documents have been placed on the Directors section of the CERL web site.
4. The procedure to be followed will be that CERL Members will be invited in April 2009 to submit names for consideration, and a Search Committee will identify a candidate to recommend to the 2009 AGM. The Search Committee's recommendation will be reported to CERL Members in October 2009 at the point at which the normal official notice calling for nominations is issued. If any CERL Member wishes to put forward a further nomination, that may still be done.
5. The following procedural timetable will be followed:
 - 5.1. (April 2009) Directors' meeting approves procedures and Search Committee membership.
 - 5.2. (April-May 2009): Company Secretary sends out letter to all CERL Members calling for nominations (by mid-June 2009]
 - 5.3. (June-September 2009): Search Committee deliberates and puts forward a nomination to the Executive Committee and Directors.
 - 5.4. (October 2009): Company Secretary sends out the nomination proposed by the Search Committee, and notes that CERL members may still put forward nominations if wished.
 - 5.5. (November 2009): AGM election.
6. The following documentation will be used:
 - 6.1. Abilities, qualities and experiences required of the Chairman of CERL (updated from 2006)
 - 6.2. Job responsibilities of Chairman (updated from 2006)
 - 6.3. Draft letter to members announcing the election, the establishment of the Search Committee, and inviting nominations.

Approved by the Board of Directors at their meeting on 20 April 2009, at the Senate House Library, London

David Shaw
Secretary
13 May 2009