

NY trip outline schedule

	Sunday 14 May	Monday 15 May	Tuesday 16 May	Wednesday 17 May	Thursday 18 May	Friday 19 May
AM	Land in NY	Recovery day with optional trip	<p>Welcome, overview of privacy and USA and presentations from two key stakeholders</p> <p><u>Carnegie Corporation of New York, 437 Madison Avenue New York, NY 10022</u></p>	<p>Breakfast and trip TBC</p> <p>Lunch time seminar <u>Carnegie Council for Ethics in International Affairs, 170 East 64th Street, New York, NY 10065</u></p>	<p>Presentations from two key stakeholders</p> <p>Location TBC</p>	Free time
PM			Choice of bilaterals/visits (external) TBC	Choice of bilaterals	Choice of bilaterals/visits (external) TBC	
Evening		Informal dinner	Free time	Free time	Dinner (with reflection and discussion)	Leave for UK

NY Study Trip Invitees:

- Brian Ashley, Director Libraries, Arts Council England
- Mike Bell, Deputy Chair Culture Tourism and Sport Board, Local Government Association
- Aude Charillon, Carnegie Partner, Newcastle Libraries
- Ciara Eastell, CEO, Libraries Unlimited
- Ryan Meade, Public Affairs and Communications Consultant, Ireland
- Will Perrin, Founder, Talk About Local
- Nick Poole, CEO, Chartered Institute of Librarians and Information Professionals
- Catherine Stihler, MEP, European Parliament
- Albert Tucker, Trustee, Carnegie UK Trust
- Martyn Wade, Chair, Chartered Institute of Librarians and Information Professionals
- Trisha Ward, Assistant Director, Libraries NI

I will attend with another member of CUKT staff.

STIHLER Catherine

From: Jenny Peachey <lucy@carnegieuk.org>
Sent: 25 August 2016 12:02
To: STIHLER Catherine
Subject: Study Trip to New York
Attachments: NY flight details.pdf; NY trip schedule for invitees.pdf; NY study trip invitees.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Vanessa

Dear All

I hope you are well.

Many thanks to those of you that have responded to our email regarding flights and biographies. For those of you that haven't yet got in touch, I am following up on the email we sent to ask whether you would be so kind as to get back to me by the end of next week with:

- Short biography
- Photograph of yourself
- Your decision regarding flight arrangements

I have forwarded the original email and attachments here for your reference.

Thank you

Best wishes

Lucy

Forwarded message:

Dear All

**Study trip to New York
Sunday 14 May 2017 – Friday 19 May 2017**

Thank you to responding to Martyn's invitation to participate in a study trip to the USA. We are delighted that you are able to join us in New York to explore how librarians in the UK and Ireland might develop an enhanced role on the vital public policy issue of online data privacy.

My name is Jenny Peachey and I am Senior Policy Officer at the Trust. I will be organising and leading the trip and as such am writing to confirm some practicalities. I will provide more detail in due course. I have attached an outline of the schedule for the trip and the participants for your reference. There will be 12 of us altogether.

I would be very grateful if you could send me a photograph of yourself and a short biography. This will help us both explain to our US colleague who we all are and allow us to know a little about each other before the trip.

We will be covering the flights and accommodation. We will be staying at the Yale Club. The Yale Club is a private members club and is located at 50 Vanderbilt Avenue on the corner of 44th Street, across from the western entrance of Grand Central Terminal.

Flights

If you would like to fly out on Sunday 14 May 2017 and return Friday 19 May 2017:

- Please let us know which of the options in the attached “NY flight details” document you would like to book
- We will then book and cover the cost of a return flight
- If the airport you wish to fly from is not listed in the attached, please let us know

Flexibility in flights

Should you wish to travel on different dates:

- We ask you to kindly arrange your own flights if you are not asking us to arrange your flights **both there and back.**
- We will reimburse you up to the amount we would have spent on a return ticket for travel Sunday 14 May and Friday 19 May (the amount varies depending on your location and is noted in the attached “NY flight details” document)

Flexibility in accommodation

- We ask you to kindly arrange any additional accommodation required.
- It will not be possible to extend your stay at the Yale Club I am afraid.

Expenses

The Trust rates are as follows:

- Travel – reimbursement is provided on rail, bus, tube or taxi as necessary.
- Subsistence – breakfast up to £15; lunch up to £20; dinner up to £30.

Please note receipts and a completed expenses form are required in order to claim expenses.

If you have any queries regarding the above, please do not hesitate to contact me or my colleague Lucy Smith at jennyp@carnegieuk.org and lucy@carnegieuk.org respectively. To book flights please liaise with Lucy.

We look forward to hearing from you and receiving your photo and bio.

Best wishes

Jenny

Dr Jenny Peachey
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Carnegie Library Lab New Publication

Carnegie Library Lab is a programme created by the Carnegie UK Trust to support and develop innovation and leadership in the public library sector across the UK and Ireland. Read about our first cohort of Partners' projects, from Digital Toyboxes to Creative Writing workshops, [here](#).

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