



INTERNATIONAL FEDERATION OF LIBRARY  
ASSOCIATIONS AND INSTITUTIONS (IFLA)

PROFESSIONAL COMMITTEE

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**Minutes of the meetings held on 22 and 24 April 2008 at IFLA Headquarters, The Hague**

**Present:**

Nancy E. Gwinn (Chair), Ingrid Parent (Division 1), Steve W. Witt (Division 2), Torny Kjekstad (Division 3), Patrice Landry (Division 4), Lynn F. Sipe (Division 5), Trine Kolderup Flaten (Division 6), Anna Maria Tammaro (Division 7), Pascal Sanz (member), Zhang Xiaolin (member), Ellen Tise (President-Elect, ex-officio member), Jesus Lau (observer on 22 April), Sinikka Sipilä (observer on 24 April)

**Staff:**

Sjoerd Koopman, Sofia Kapnisi (minutes), Josche Ouwerkerk (during discussion on congress issues, agenda item M07-05))

**M08-01 Welcome**

The Chair, Nancy Gwinn, welcomed all present and asked everyone to introduce themselves. Everyone did so by mentioning name, profession and involvement with IFLA.

The Chair conveyed apologies from Premila Gamage.

**M08-02 Agenda (DOC 08-009)**

The Chair announced that the agenda had been restructured. The items 06.0.1, 06.0.2 and 06.0.3 would be discussed on Thursday 24 April.

Also the President-Elect's programme (Ellen Tise) on her request would be discussed on Thursday 24 April.

Item 08-09 needed some clarification, there are 3 project proposals to be discussed, and document 08-018 would be redone by Josche Ouwerkerk before the end of the meeting. Sjoerd Koopman informed that document 08-031 was still under construction but would be ready for the Thursday meeting.

The Chair informed that there had been no report from the Working Group on administrative money and that there will be a report hopefully in August.

The agenda was then approved.

**M08-03 Minutes Professional Committee, December 2007 (DOC 08-004)**

There were no corrections or additions. The minutes were then approved.

**M08-04 Matters arising**

*Action List, December 2007 (DOC 08-005)*

- \* M06-31.0.2 Prepare package with documentation re: Review of Sections.  
Done
- \*M07-36.2.3 Improvement of IFLA Express  
Ongoing / It is arranged for the Quebec City Congress that each language group will have its own version; a coordinator, Carole Brault, is already appointed.
- \*M07-18.3 a. Write to Mr. Civalleiro  
Done by Sjoerd Koopman who also informed the PC that Mr. Civalleiro is finishing this year his work with IFLA; he has one paper for the Quebec City congress, with the AVM Section. Bruce Royan and Trine Kolderup Flaten are aware.  
b. To look at the programme once this is filled out and then take decisions about speakers not being able to present their papers.  
Ongoing
- \* M07-33.3.1 Situation Libraries for the Blind.  
The complications are cleared up. Since the mid-term meeting of February there is a secretary (Thomas Kahlisch) as well as a Chairman (Bente Dahl Rathje).
- \*M07-22.1.2 Certificates of Appreciation  
Issue for next year (2009)
- \*M07-24 Dates on documents on closed web-site for GB members changing each time the list is refreshed: inform Edward Swanson  
Done
- \*M31.3 Working Group for reviewing the IFLA Professional Structure  
Agenda item 06.0.3
- \*M32.1 Working Group for reviewing / recommending new system regarding the administrative money  
Ongoing, to report in August 2008
- \*M33.7.1 Announce name change of the Reading Section  
Name corrected on website, will be announced on new leaflets, programmes, etc.
- \*M34.4.1 To always have a slot in Congress for ICABS in collaboration with sections  
Done
- \*M34.4.1 Agenda item 08-07.4
- \*M34.6 Establish contact between Pascal Sanz and UNIMARC  
Not done yet
- \*M07-35 President –Elect’s Programme  
Agenda item 08-08
- M36.2.4 Review and select Poster Sessions Quebec City congress  
Agenda item 09.1.2
- M36.2.5 Satellite meetings 2008; the division chairs to help complete the list  
Done
- M36.4.1 Announce congress theme for Brisbane 2010  
Done
- M06-38 Management of IFLANET transition period  
Ongoing

*Other matters not elsewhere on the agenda*

Not applicable to this meeting.

*Decisions taken by email*

1.600 Euro funding of project “How do you say reference?” of Reference Section has been approved.

**M07-05 Congress Professional Programmes**

*05.1 Québec 2008*

*09.1.1 Programme (DOC 08-015)*

During the discussion on this agenda item, the conference officer, Josche Ouwerkerk, was present to note comments/suggestions and clarify queries.

There were some concerns on important sessions overlapping or being planned in an inconvenient moment of the day (for achieving maximum attendance).

The Chair noted that one of the two newcomers’ sessions should be rescheduled, possibly moved to the morning. Josche Ouwerkerk will do that.

Torny Kjekstad raised the question of similar themes planned by different sections.

Trine Kolderup Flaten asked for the full programme with the speakers listed, to check how many papers each speaker presents and possible overlaps.

Josche Ouwerkerk will make a list to trace such problems. She also informed the PC that the programme is almost full. It will be finished and put on the web by the following week; any changes will be applied later.

*09.1.2 Poster Sessions (DOC 08-016)*

Premila Gamage and Torny Kjekstad made the posters’ selection this year. The selected posters are 139 out of the proposed 155.

Torny Kjekstad reported that they based their selection on quality; refused proposals from companies, resubmitted posters and rejected papers, and accepted a big number of proposals coming from the same country (Cuba), since that is permissible. There had been a doubt about the motives of six proposals on the same theme of “MyHealthVet” programme for veterans, of which only one has been accepted as it is coming from a librarian.

Clarifying the questions of Jesus Lau about how no-shows are counted and if it is admissible to have the poster presented by a colleague, Torny Kjekstad informed that only empty boards are counted as no-shows so the poster can be presented by a colleague.

Sjoerd Koopman informed that there is a black list of posters that have been presented in past congresses and are resubmitted, long-term projects excluded; there must be a final check on that list.

*09.1.3 Satellite meetings (DOC 07-004RR)*

Sjoerd Koopman reported that the list is stable now. The communication with the people involved in order to collect and verify information about dates, venues, etc. seems to be a great problem. Division Chairs are encouraged to stay in touch with the HQ and send information when necessary.

Sjoerd Koopman wrote to all organizers to help recruit new IFLA members. The HQ will be sending them publicity materials according to size of meeting and language used.

After some discussion, it was agreed that an investigation should be made to evaluate the overlapping of participation between the satellite meetings and the annual congress. Some questions could be incorporated to the congress evaluation survey constructed by Maurits van

der Graaf such as the importance of satellite meetings being held in the same city/ country of congress, the fee issue and possible discounts if attending both (or more).  
The bottom line is to try to use the satellite meetings as source for new membership.

### *05.2 Milan 2009*

#### *09.2.1 Proposed Satellite Meetings (DOC 08-008)*

Sjoerd Koopman asked all to contact the organizers and come back with more concrete information.

Patrice Landry and Anna-Maria Tammaro mentioned possible difficulties (tourism and deserted cities) for those meetings because of the dates coinciding with big religious holiday in mid-August.

All the proposed Satellite meetings were approved.

### *05.3 Brisbane 2010*

No discussion on this item.

### *05.4 Congresses in general*

#### *09.4.1 Future of IFLA Congresses (Patrice Landry c.s.) (DOC 08-017)*

The Chair of the Working Group, Patrice Landry, thanked all volunteers for their work. He then explained the way that the group worked, informed that there had been 4-5 versions of the report and that Lynn Sipe did the English language control.

Then he went into analysis of the report by running through every article separately.

#### 1. Choice of Venue

The need for clear distinction of the role of each of the three parties – IFLA, PCO and NC – was discussed without final conclusion. The EC will do after 2010 an assessment of the current model of using the PCO. It was decided that in August, the prospect of continuing with the same model will be discussed by the EC. The Chair, Nancy Gwinn, reported that the new Secretary General, Jennefer Nicholson, will present her own report about the issue during the GB meeting in August.

The second theme of this article, the location of the annual congress, also raised discussion; Josche Ouwerkerk will suggest to the congress survey consultant to add a relevant question in the survey, and then with the results drawn by it will make a study to report back to the December PC.

#### 2. Conference Venue

On the recommendations of the WG on this subject, the PC agreed that:

- The exhibition must stay in the main conference venue, as it is now.
- To talk to the PCO about the possibility of holding the business meetings offsite as a cost-saving measure. The PCO should investigate balance of cost and practicality.
- The suggestion to have the library visits scheduled on Fridays was rejected as impractical.
- The current five-day span of the congress should remain.

#### 3. Conference program

On the recommendations of the WG on this subject, the PC agreed:

- To see if a remodelling of the programme frame is possible in order to make it more flexible (time slots of 1, 2, or 3 hours).
- To make a study on the satellite meetings in order to see if they need to happen every year, if the registration fees should have some connection to the registration fees of the congress (possible discounts) and most urgently to document the participants' intentions/habits of attending both satellite and main conferences. About that a relevant question should be added in the survey.

#### 4. Registrations and fees

The discussion mainly went over the recommendation of the WG to explore other methods of payment to enable participants from developing countries to take advantage of the early bird registration fee. It was decided to discuss the possible mechanics of it with the PCO.

#### 5. Hotels & Tours

The recommendation of the WG to have a fixed price for Tours would be discussed with the PCO in the GB meeting of Wednesday 23 April.

On the recommendation about the alternative list of non-congress hotels it was decided to ask the Local Organizers to provide IFLA with this list and then publish it on IFLANET.

#### 6. IFLA Express

This point was not reviewed by the WG as it had been reviewed separately by the PC and the GB.

#### 7. Simultaneous Interpretation

On the WG's recommendation to balance the difficulty of having SI in all 6 languages because of the costs by having the papers translated in as many languages as possible, the PC decided to propose to language caucuses to copy the francophone system for paper translations.

Sjoerd Koopman proposed to have a representative from each language community at the French community meeting-seminar of the 7<sup>th</sup> of August.

Josche Ouwerkerk mentioned that the proposal of the NC to provide an extra SI room for only French SI was turned down and instead the NC was asked to have as many French translations as possible.

Pascal Sanz complained about the HQ making such decisions, as only the PC should.

#### 8. Offering new services during the congress

Patrice Landry explained that the idea of this point is to be flexible and move forward; the response to the movie "The Hollywood Librarian" shows the intention to do new things.

Time and venue still have to be arranged. Josche Ouwerkerk would talk about it with the NC during her visit to Quebec the coming week.

### **M08-06 IFLA's Professional Programme and professional Structure**

#### *06.0 General*

Items *06.0.1*, *06.0.2* and *06.0.3* would be discussed later

#### *06.1 Division 1: General Research Libraries (Ingrid Parent)*

Ingrid Parent reported that the essay contest initiated by the University Libraries Section concerning the African and Latin American Library Associations has concluded with four winners who get a free congress registration offered by the section.

About the project "National Libraries Online Directory," Ingrid Parent reported that the National Libraries Section has started the project and they have to solve problems like who is going to host the directory and how to make it as much inclusive as possible. In any case, the directory should be ready by August 2008.

##### *06.1.1 IR in National Organisations SIG (DOC 08-023)*

The request of the new group to hold an exploratory meeting at the Quebec City congress has been approved. Ingrid Parent explained that the National Libraries Section has taken the initiative to host this group but this should be shared with other sections; the Management of Library Associations Section should be involved.

### *06.2 Division 2: Special Libraries (Steve Witt)*

Steve Witt remarked that many sessions' themes are dealing with digital issues.

On this Anna Maria Tamaro pointed out the need for convergence and strategic thinking to achieve this convergence. More specifically, she informed the PC about the intention of the Italian Ministry of Culture to sponsor a programme that would focus on the convergence of libraries-archives-museums and maybe publishers regarding digital matters (preservation).

The PC received this option positively and there has been a discussion about how to approach this. The event would have to be hosted together with an IFLA group. The main idea is to start with a workshop (all day) at the Milan congress (or around it), which ICABS could organise and conduct with the collaboration of as many sections as possible.

Anna-Maria Tamaro will prepare a written proposal and then ICABS can move the idea further by contacting all divisions to express their interest in collaborating for this programme; ideally this would happen before August 2008.

Sjoerd Koopman and Josche Ouwerkerk will investigate about which day of the congress will be the most suitable for this event.

At this point the new Secretary General, Jennefer Nicholson was welcomed.

### *06.3 Division 3: Libraries Serving the General Public (Torny Kjekstad)*

Torny Kjekstad reported that the IFLA Multicultural Library Manifesto was approved by IFAP (Information for All Programme of UNESCO). It is published on IFLANET and is now on its way to UNESCO.

IFAP had its meeting, now is working on the follow-up.

The Chair of the Libraries for the Blind Section, Bente Dahl Rathje, has been invited on behalf of the World Blind Union to give a speech as one of three key speakers on an international press conference at the Amsterdam World Book Capital, on 23 April 2008.

The Chair of the Children and Young Adults Section has been invited as key note speaker at the symposium in honour of celebrating the 2nd anniversary of The National Library for Children and Young Adults Seoul, in Seoul, on 26-27 June 2008.

The cooperation between IRA (International Reading Association) and IBBY (International Board for Books for Young People) is working well.

#### *06.3.1 Name change LSDP Section into Accessible and Inclusive Library services Section (DOC 08-025)*

After some discussion the PC decided that though they sympathise with the idea that "disadvantaged" should be changed, the section should come up with a more descriptive name; the proposed name sounds very vague.

The Section is also advised to consult with the large Library Associations to see how they name similar services.

### *06.4 Division 4: Bibliographic Control (Patrice Landry)*

Patrice Landry reported that IFLA's IME ICC (IFLA Meetings of Experts on an International Cataloguing Code) drafted the document "Statement of International Cataloguing Principles". It is now available for world-wide review in order to get feedback and compose the final draft.

See: [http://www.ifla.org/VII/s13/icc/principles\\_review\\_200804.htm](http://www.ifla.org/VII/s13/icc/principles_review_200804.htm)

### *06.5 Division 5: Collections and Services (Lynn Sipe)*

Lynn Sipe reported that three of the Sections had successful mid-term meetings in March. Two of the fifteen Satellite meetings of 2008 are organised by these sections. The one in Boston is very expensive, there will be a financial penalty if less than 100 persons attend.

*06.6 Division 6: Management and Technology (Trine Kolderup-Flaten)*

Trine Kolderup Flaten reported that all is going well; the sections are preparing their programmes for the Quebec City congress.

There was no response yet on the question of name change of the Information Technology Section. The proposal arrived the following day and was discussed at the meeting of Thursday 24 April. See “other business”

*06.7 Division 7: Education and Research (Anna Maria Tamaro)*

Anna Maria Tamaro reported that the main task of the sections is the congress programme. The selection of papers has been very difficult. Some authors complained about their papers having been refused. For the rest there is good collaboration between the sections; three of them are collaborating for the E-learning Discussion Group.

*06.8 Division 8: Regional Activities (Premila Gamage)*

Premila Gamage was absent so there was no report from the Division.

There have been some problems with the Latin America Section that the PC is aware of.

**M08-07 IFLA’s Core Activities**

*07.1 IFLA/ALP*

No discussion on this item

*07.2 IFLA/CLM and 07.3 IFLA/FAIFE*

CLM and FAIFE will be invited to attend the December 2008 meetings as observers.

*07.4 ICABS*

*07.4.1 ICABS and IFLA (DOC 08-010)*

The PC accepted the report without dissent. It would be discussed as an agenda item at the GB meeting of Wednesday 23 April.

On comments about the co-opted members of the PC, the Chair, Nancy Gwinn, proposed that the core activities could be invited on rotation so that they can all report to the PC.

**M08-09 Finances and Projects (Vice Chair)**

*09.1 Project Proposals 2008 (DOC 08-012 and DOC 08-022) and 09.2 Financial year-Budget 2008 (DOC 08-018)*

Ingrid Parent informed the PC that it has over allocated funds. There was a misunderstanding about the money that the PC receives, thinking that the money not spent in the previous year can be carried forward to the following year. So in December 2007 the PC thought to have a budget for 2008 of 75.000 Euro though it had only been 60.000. Ingrid Parent will discuss this issue further with the Treasurer Gunnar Sahlin.

Of the 3.844 Euros left for projects, 1.600 has been allocated by email decision to the project “How do you say Reference?” of the Reference and Information Services (Div. 5).

The balance of 2.244 Euro was all that was available for three proposed projects.

The PC decided:

- To allocate 500 Euro to the project “Guidelines for L. to L. Partnerships” of the Academic & Research Libraries Section (Div. 1)  
In December 2007, the PC had allocated 1.500 Euro for the 1<sup>st</sup> phase of the project, concerning a survey and information gathering. The Section has changed the request,

presenting also a much more clear and detailed proposal. The new request is for 2.000 Euro for the 1<sup>st</sup> year and 5.000 Euro for the second. The 1.500 Euro already allocated has not been spent, so with the approval of the 500 Euro the requested sum for the 1<sup>st</sup> year is reached.

- To not fund the proposed project “a short history of INTAMEL” of the Metropolitan Libraries Section (Div. 3)  
In the past it had been decided not to fund publications about the history of sections. Ellen Tise noted that such a project would have to offer a model for cooperation between libraries in order to have a broader impact on IFLA Sections. If that were the case it could be useful. The project was not approved because it was considered too narrow for PC support.
- To not fund the proposed project “Benchmarking Instrument for Library Evaluation” of the Metropolitan Libraries Section (Div. 3)  
A more detailed plan should be attached to this proposal; maybe they can resubmit the project later. The PC does not have the money now to fund it.

## **M08-10 IFLA Publications**

### *10.1 Overview of recent and planned publications (DOC 08-011)*

Sjoerd Koopman reported that the IFLA’s publications programme is flourishing; it would be good to cooperate with the PC for the publications. Therefore all the PC members are asked to review the lists and to keep him informed about what is going on and what is needed.

About the publication “Public Library Guidelines”-revision, Sjoerd Koopman reported that it was first published in 2001 and has been a great success in sales and in use. It has been translated into more than 30 languages, many of those can be found in electronic form on IFLANET and many are available in print. The new edition will have a revised character with new legal information and additional things on new media. It will contain more information on library buildings and on library services to special groups.

Sjoerd Koopman is working with the publisher SAUR for the new guidelines; they will be published from the first moment on IFLANET. They will be launched in Milan and for extra publicity a bus will come from Finland: it is the Internet bus of Tampere; they have a small auditorium and 10 computers for clients + wireless network for laptops. In conferences they often serve as a free Internet access place and/or small group discussion place.

They help and encourage people to get started with computer and Internet around Tampere.

See: <http://www.tampere.fi/kirjasto/nettinsysse/english.htm>

There was a remark on the publication “Guidelines for Legislative Libraries”: that it needs to be moved under Division I.

Further, Sjoerd Koopman announced his wish to repeat at the Quebec City congress the session presented in Durban that promoted IFLA’s authors and editors.

### *10.2 Emerald and IFLA: for information (DOC 08-030)*

Sjoerd Koopman reported that after his meeting with Eileen Breen the collaboration seems to be going now into the right direction: Eileen Breen is working on the request of IFLA to have an open way of disposing its own publications.

Emerald expressed the wish to have a special position, so IFLA is thinking of offering them a special corporate partner position.

Further, on the subject of IFLA wanting to have non-exclusive agreements, IFLA strives for transparency and will monitor the reactions from the publishing world.



The issue of the Satellite speakers signing authors' forms has arisen. A way to start doing this must be considered.

### *10.3 IFLA' publications programme (DOC 08-031)*

For information. Sjoerd Koopman explained that the document gives a basic outline of the receivables and costs aspect of the IFLA publications. The plan is to elaborate on it and inform the PC again at its next meeting.

At 15:50 the meeting closed for the day and would be reconvened on Thursday the 24<sup>th</sup>.

On Thursday 24 of April 2008, the PC reopened its meeting. All the members were present except from Premila Gamage. Sinnika Sipilä also attended this meeting as an observer.

### **M08-08 President-Elect's Programme (Ellen Tise)**

There has been a long discussion around the theme of the President-Elect's programme, which has come out with input of the PC: "access to knowledge". To take it further the President-Elect asked for more ideas for potential sub-themes:

- The advocacy issues need to become more tangible, concrete and known.

Steve Witt suggested that a mechanism to get sections more involved towards this direction would be to encourage them to develop projects into that area with separate funding. At this point Ellen Tise mentioned that this idea is already under serious consideration by the President, Claudia Lux, who would give feedback on it.

- How to begin building convergence.

The convergence should be done on top of the institutions and build the cooperation on specific areas since a total merge does not seem possible.

Pascal Sanz mentioned the fact that the EU has worked already 10 years on the convergence of archives, so it would be interesting to get communication from them.

Sjoerd Koopman added on this that the EU Library offices are situated next to the IFLA HQ offices. The EU Library is going to have a presentation of the progress of the project in November 2008. It would be an idea to suggest to them to organise a demonstration for the IFLA GB in December.

On the President-Elect's Programme the PC decided to create a working group that will work between now and August to come up with recommendations and ideas in order to guide the brainstorm session. WG members with Ellen Tise are Pascal Sanz, Steve Witt, Trine Kolderup Flaten, Zhang Xiaolin, Anna Maria Tamaro and Ingrid Parent, who will also be the convener of the group.

### **M08-06 IFLA's Professional Programme and Professional Structure**

#### *06.0 General*

#### *06.0.1 IFLA Professional Units: for information (DOC 08-001)*

No discussion on this item

#### *06.0.2 SIG's – Special Interest Groups (DOC 08-019) and*

#### *06.0.3 IFLA Professional Structure: Rules of Procedure related to PC (DOC 08-024)*

The two items and the related documents were merged to DOC 08-024R.

The PC went through the document and made some changes. The revised version will be distributed by Sjoerd Koopman in the coming weeks.

There will be a session at the Quebec City congress to explain it and a hand-out with the new division structure.

**M08-11      Any other business**

Extra agenda item: Proposal for Name Change of the “Information Technology Section” to “Information Technology and Innovation Section”. DOC 08-046

The PC did not accept the name change because it found the word “innovation” too general, since all sessions are charged with being innovative.

Trine Kolderup Flaten will write to the Section.

Patrice Landry raised the question of the status of the study on the future IFLA congresses and what would be the next step. The Chair answered that the PC accepted continuation of the study; the WG is expected to complete its work by December 2008.

**M08-12      Executive Session**

Not minuted.

**M08-13      Close of meeting**

The Chair, Nancy Gwinn, thanked all for their contributions to the meeting. The meeting was then closed.