



## **IFLA Division III: Libraries Serving the General Public**

### **Co-ordinating Board Meetings at the Copenhagen Town Hall, Denmark**

Minutes of the Meetings held on Friday 10 March and Saturday 11 March, 2006

<b>Members attended</b>	Ingrid Bon (IB) Helen Brazier (HB) Lourense Das (LD) James Henri (JH) Torny Kjekstad (TK) Chairperson John Lake (JL) Secretary	Tone Moseid (TM) Kirsten Leth Neilsen (KN) Johan Roos (JR) Susy Tastesen (ST) Liv Saeteran (LS) Ivanka Stricevic (IS)
<b>Members apologies</b>	Tay Ai Cheng Joanne Locke	

#### **1. Greetings and apologies for absence (Kjekstad)**

TK welcomed everyone to the meeting and ST explained the programme over the next 2 days.

Laurense Das was introduced as the new Secretary to the Schools Section and it was noted that James Henri would now be chairperson of the Schools Section.

JH spoke about Anne Clyde and her significant contribution to the world of LIS worldwide and to IFLA over many years. A two minutes silence followed in memory of AC.

Apologies were received from both Tay Ai Cheng and Joanne Locke.

#### **2. Approval of the Agenda (Kjekstad)**

The agenda was approved as circulated before the meeting.

#### **3. Document check (Kjekstad/Lake)**

A document check for the meeting was carried out.

#### **4. Approval of the minutes and matters arising from the meeting at the WLIC IFLA Conference in Oslo on 12 and 19 August 2005 previously circulated (Kjekstad)**

The minutes of the meetings were approved subject to the following alterations:

Page 1 Joanne Locke is the Chair of the Disadvantaged Section and she was not present at the CBII meeting in Oslo having sent her apologies before the meeting.

Page 2 Item 1 *Selma Tate* should read *Thelma Tate*.

Page 3 Item 5 *The statues* should read *The Statutes of IFLA*

## 5. Report from Governing Board and Professional Committee Meeting (Kjekstad)

TK explained the function, working and structure of the Governing Board (GB) and the Professional Committee (PC). TK informed the meeting that the Professional structure and programme are contained in the minutes of GB 06-001 of 6/8 December on IFLANET.

TK reported from the last Professional Committee meeting. All Sections Strategic Plans had been approved with the exception of the Blind Section which need to be put into the new format. A discussion on the structure of the Strategic Plan document followed and it was agreed that TK would raise at PC. It was agreed that it was useful to have two formats of plans – one for IFLANET and one as a working document for the Section with people's names responsible for action, dates and progress notes.

**Action TK**

JR to complete the Blind Section's plan.

**Action JR**

- TK then reported on the Review of Sections. The review of the Metropolitan Section had not been completed due to Stuart Brewer's death and the papers not being traceable. The Archive of IFLA History had been discussed and there was concern about the retention of print based material. The Review Committee is formed of the former PC chairs Sissel Neilsen/Ia McIlwaine, Ralph Manning and Winston Tabb.

TK reported on the IFLA agreements with IRA/IBBY and that a further meeting would take place in Seoul. It was agreed to copy the document which IS had to all of the Committee.

**Action IS**

TK report on the President Elect, Claudia Lux's mission to get libraries into all local and national government plans

IFLA had a problem with its finances and all left over funds (E18,000) in Section accounts had been returned to the Centre in 2005 to improve IFLANET.

The Divisional resolutions at the Oslo conference by the Blind Section on the print disabled and by the Multicultural Section on Cultural and Linguistic Diversity had not been approved but both have further work to be done on them by each Section in cooperation with Kirsten Nielsen and Sjoerd Koopman at IFLA HQ.

The PC meeting had also reviewed the Oslo Conference including:

- The high price of hotels
- Choice of location for the Conference in the future
- The regularity of conferences – did they need to be annual?
- The contract with Congrex to be reviewed for 2009.
- The budget for Committee projects which is at E55,000
- The Seoul Programme had been approved.

HB raised the question of the management of IFLANET. TK reported that there had been a report to set up a better and more detailed website – timescale to be confirmed. TM asked that the concern about the slowness of progress on this matter be raised at the next meeting. LD asked if the problem was just financial – does IFLA HQ know what is required from members? Blind Section use a “smart group” for their web presence. Multicultural raised the problem with Pre-Post Conference papers being distributed.

TK reported from Governing Board including:

- the World Digital Library Project which would have full text content through Google
- North Korean representation at the Conference in Seoul
- The Branding of IFLA
- The consultant company and the business process required for IFLA
- FAIFE to move to IFLA HQ in 2007.
- The proposal that Chinese and Arabic become IFLA languages – a flexible approach was required and the use of SI.

## **6. Review of Sections – Update (Kjekstad)**

A discussion on the evaluation of Section took place and the following issues were raised;

- How do we compare with other Divisions? (HB)
- It was agreed that all Section in this Division would circulate their Section Reviews to each other after the meeting.

**Action ALL**

- Framework of how to write our history? (IB) TK thought that this would be reflected in the Annual Reports.
- It was queried why we had been asked to supply material that IFLA were best placed to provide (JH)
- JH raised the question of whether the Schools Section really belonged in Division III.
- Do we need Divisions at all? What is their functionality?
- Organise the Divisions by “issue” not by type of Library?
- TM made the point that Disadvantaged is a large Section which brings finance to it
- Outputs – what do we actually achieve/make and impact? The structure should support that process (LS)
- Need to keep specialisms (HB)
- What other ways would we want to be measured by? (JR)
- Is there a problem? – If it ain’t broke don’t fix it. (LS)
- There is a spatial problem – regional/issue/topic conferences (LD)

## **7. Chair's Report included financial report(Kjekstad)**

TK reported that no funding for 2006 had been received at present. The new banking arrangements will mean the treasurer claiming back expenses paid from IFLA HQ twice a year although larger bills can be refunded more quickly. All forms for financial statements were returned on time in 2005 except the Public Libraries Section due to the illness of the Treasurer.

The mandatory call for papers for Divisions and Sections introduced in 2005 was discussed. Some problems had arisen of duplication of proposals and there were some problems with overlapping themes. This needed to be improved in 2006.

TK reported that hosting the 2005 Congress and Conference had been a real pleasure for the Norwegian Organising Committee and it was thought that the Division had produced some good programmes.

TK asked all the Committee to acknowledge the safe receipt of emails to do with the Division to avoid missed communications.

**Action All**

## 8. Section Updates – Strategic Plans and Projects

**Disadvantaged Section** had a mid year meeting New York in February. One member from Japan presented at the WSIS Summit in Tunis and also the Global Forum for the Blind.

Library Guidelines for Dementia is a new project being worked on and Easy to Read Guidelines are being prepared for a possible IFLA Publication.

**Blind Section** had their mid-year meeting in Copenhagen. They have recently completed 2 projects on Integrated Library Systems for the Blind and a benchmarking study entitled Performance Measures for the Blind. There is a new project of case studies with contributions from the British Library and the MLA in the UK. The funding has been tripled by an additional £20,000 from the Ulverscroft Foundation. Travel applications have been called for on IFLANET and on the Smartgroup for the Section. Another current project is on copyright development and law reform. It concentrates on getting international agreement on two issues. 1. Could different formats be made without clearing with Copyright owners and 2. Can copied books in one country can be lent to another.

**Multicultural Section** had their mid year meeting in the Costa Brava. The resolution on Cultural Diversity which was not accepted at Oslo had been re-examined. Feedback from the Divisional Committee was required. KN to send around for comment.

**Action KN**

The two main strands of strategy are:

1. Co-operation with Division and other Sections
2. The Manifesto on Cultural Diversity

Also the Guidelines are now quite old and work is to be done to see if it can be re-formatted in the same was as the Public Library Guidelines. Library bags – there is a problem with funding and the question was raised about funding for marketing projects.

The Section has supported Noreen Roy as a candidate for ALA President, having originally been asked to “endorse” the candidate, they had agreed to “congratulate” the candidate.

There was interest in a project in the Mediterranean Museum in Mont Gli, Spain where different cultures are working together and in the Children’s and Young Adult Guidelines being revised.

**Metropolitan Section** had their mid-term meeting in and conference in Riga in September and was considering how to adjust to the new

situation in the Section. The Conference had included 25 presentations of high quality. Future mid-term meeting is in Paris in September 2006 and Seattle in Spring 2007.

**The first day's meeting of the Division ended at this point.**

**Children's Section** is working on updating the Children's and Young Adult Guidelines and including best practices.

Work was continuing on the Position Statement for Children and the Internet but some difficulties have been experienced with progress in the Section due to poor attendance at meetings. After discussion it was agreed that TK would look at the Statutes to see what action can be taken in these circumstances of poor attendance.

**Action TK**

A memorandum of understanding is being produced by the Section. IS highlighted the existence of the Anna Lind Foundation which assisted with financing attendance at workshops and seminars for applicants from a European country, a Mediterranean and a North African country.

**Schools Section** would have a mid-year meeting in Copenhagen after the Divisional meeting but only 7 out of 19 members would be attending. Following the elections in Oslo there followed Anne Clyde's death and the resignation of the Newsletter Editor and Information Officer. Subsequent appointments have been made in discussion with IFLA HQ but inevitably these events have had a huge impact on the work of the Section.

The Section needs someone to complete the Advocacy Kit already underway as a project.

The call for papers for Seoul had attracted 10 proposals.

**Public Libraries Section** had the mid year meeting in Oklahoma and 12 members attended. The Mobile Section has now fully integrated into the Section and their past chair had been elected as Information Officer. Newly funded projects included the Caterpillar Book Box project to place 20 mobile book collections in rural communities in Africa and the revision and updating of the Public Library Guidelines in e-book format. It was suggested by HB and JR that the Daisy Format be adopted to make these guidelines to be fully accessible to people with visual disability.

**Action HB/JBL**

Other consultation work was taking place to gauge whether the Public Library Manifesto needs revision before re-printing. Feedback should be sent to Gloria Perez-Salmeron in Public Section.

**Action All**

The Libraries, Museums and Archives research project was now in its final draft and publication would be sought through the IFLA Professional Publications programme prior to a presentation in Durban.

Work has continued on marketing and translating the Public Library Guidelines with Hungarian, Latvian and Turkish being added recently plus 16 of the 18 Indian language translations now complete.

The Meeting User Needs project completed with the resource list up on IFLANET for Oslo in 2005 will continue to be updated with best practices and translation into all of the IFLA languages.

## 9. Programmes at the WLIC IFLA Conference in Seoul, South Korea, 2006 (Kjekstad/Ai Cheng)

TK reported that E3,000 scholarships with income left over from the Oslo Conference was available to support one speaker each Division from the 3<sup>rd</sup> World to attend Seoul.

Discussion on the Division programme took place and it was agreed that TK would chair the session with speakers from USA, Korea, Finland and Palestine. JL/TAC to organise.

### **Action JL/TAC**

**Disadvantaged Section** did not have a call for papers but will have programmes on *Library Services to Persons with Dyslexia and Aids* and *Tools for persons seeking experience in Asia*. Two posters sessions had been proposed on the *75<sup>th</sup> anniversary of Library Services for Disabled People* and on *Hospital Libraries*. A consecutive session had been requested with the Blind Section.

**Blind Section** will present a programme on *How to Make Your Website Accessible to All: issues and experiences* following a call for papers, 3 of which were from visually impaired librarians. Daisy books would be featured at the Conference.

**Multicultural Section** did not have a call for papers for their programme entitled *Successful Libraries and Multi-Cultural Services in Asian Communities*. Presentations would be made from Japan on the Burmese community, from Japan on a Public Library service a digitisation programme in Canada and from China, a presentation on Inner Mongolia.

**MetLib Section** had a call for papers for a programme entitled *Metropolitan Libraries – Pools of Innovation*. 3 papers would be

presented on the theme of “Metropolitan Libraries: Pools of Innovation” including a paper by Liv Saeteran entitled *Presenting the Deichmanske Bibliotek*, one from Denver on *The Library as a Lifestyle* and one from Singapore entitled *The library as influencer! - Having a say in what goes on in schools*.

**Children’s Section** will have two programmes – one on site and one off site. The on site programme will be entitled *Family literacy: sharing innovative policies, programmes and research from Korea and around the world* and will include presentations from South Korea on *Family literacy: sharing innovative policies, programmes and research from Korea and around the world*, from Eric Weber from France, Briony Train from the UK on *Research on Family Learning* and four best practices from Japan, Argentina, Denmark and Indonesia”.

The off site programme is a *Story showcase and Korean Picture book Exhibition: the historical review* - a storytelling programme accompanied by the Exhibition of Korean Picture Books at the National Library for Children and Young Adults.

**Schools Section** will present a 4 hour programme on Information Literacy for Young People: Evolving Models in a Changing World in association with the Asia and Oceania Division. In addition there would be a poster session within that programme and 3 further poster sessions applied for.

**Public Section** had a call for papers on the theme of Digitised Audio Visual Services and will present 4 papers from Barcelona on Oral History, Odense, Denmark on downloadable music, from Scotland on rare materials on a digitised network and from India on digitised audio-visual collections in community libraries. There would be a 2<sup>nd</sup> meeting of the official discussion group on Public Libraries and the Democratic Process, a poster session on the Public Library Guidelines and the (still to to be confirmed) Access to Learning Awards ceremony for the Bill and Melinda Gates Foundation.

## 10. Programmes at the IFLA Conference in Durban, South Africa, 2007

The Divisional programme is the 8 hour programme with the 2 hours for the Division plus one hour from every Section on the topic of *Social Inclusion*. It would look at the building of new libraries and the renewal of urban areas. After discussion it was agreed to have an email discussion before August on the method of attracting papers with a mix of invited speakers and a call for papers and giving the Blind Section the spare hour which will not be required (2hrs Divisional time and 7 x 1 hour of Section time for an 8 hour programme) to produce a small

programme to target a specific need e.g. Prison Libraries.

It was agreed that a “blockbuster” theme was required and that we should pursue the papers for publication after the conference. TK to clarify.

### **Action TK**

Other joint programmes would take place between Schools/Public and Reading Section on Health Information and between Children’s and Multicultural Sections.

It was noted that the theme of the Quebec Conference is *Libraries Without Borders*.

## **11. Any other Business**

The problem of invited speakers having to pay their own expenses was raised and TK will raise at PC again to try and find a solution.

KN advised that the resolution on the Multicultural Manifesto now needed further work prior to submission to the PC . KN to send out to the committee for comments and then back to PC in August. JR expressed concern about the process for agreement saying that time was needed for proper discussion. It was agreed that a first draft would be produced by 15 April with comments to be made by 15 May. A revised draft would then be made for 1 June and if agreement can be reached this paper would be presented to Professional Committee in June if approved by CB, otherwise the resolution will come back to the CB1 meeting in Seoul.

HB raised the procedure for new projects, she suggested that a short idea for new projects should be brought to CBII in August for discussion prior to submission. This was agreed.

IS requested comments on the Memorandum of Understanding by 15 June. This would allow the project to be completed by December 2006 and printed in May 2006 with translations to be promoted in Durban in 2007. It was agreed that a new draft would be produced after the separate meeting the next day.

Section Newsletters were discussed and the conflict between offering prizes and the shortage of money for producing newsletters noted. Issues were raised such as the use of electronic format, IFLANET only newsletters, print on demand, the accessibility of newsletters for the print disabled, the high cost of postage to members.

The meeting thought that there was a need for more meeting time or a better use of the time available.

TK concluded the meeting by thanking ST and the City of Copenhagen for making all the arrangements for hosting the meetings, arranging the visits and providing refreshments and meals.

Torny Kjekstad (Chair)  
John Lake (Secretary)

23 April 2006