



**IFLA Division III: Libraries Serving the General Public
Co-ordinating Board Meetings in London, England on
Friday 7 & Saturday 8 March 2008**

**Minutes of the meetings 1 held in the Whittington Room,
Guildhall Library, Aldermanbury, London, EC2P 7HH, UK**

Present: Ingrid Bon (Chair – Children’s and Young Adults), , Mijin Kim (Chair of Multicultural), Torny Kjekstad (Chair of CB), John Lake (Secretary of CB and Chair of Public), Helle Arendrup Mortensen (Secretary – Disadvantaged), Tone Moseid (Chair - Disadvantaged), Benthe Dahl Rathje (Chair – Libraries for the Blind), Liv Saeteren (Chair - Metropolitan), Susy Tastesen (Secretary - Multicultural), Karen Usher (Chair – Schools).

1. Greetings and apologies for absence

TK welcomed all to the meeting and thanked JL for making the arrangements for the meeting and the City of London Libraries, Archives and Guildhall Art Gallery for providing the accommodation and lunch.

Apologies were received from;

Tai Ai Cheng (Secretary of the Metropolitan Libraries Section)
Barbara Gubbin (Secretary of the Public Libraries Section)
Barbara Immroth (Secretary of the Schools and Resource Section)
Viviana Quiñones (Secretary of Children’s & Young Adults Section)
Thomas Kahlisch (Secretary of the Libraries for the Blind)

TK explained about the changes to the Libraries for the Blind Section in light of the Governing Board’s decision that Helen Brazier could not continue for a further period as Chairperson. The Committee wish to record their thanks to Helen Brazier for her hard work for both the Section and the CB and a card of thanks would be sent to her in light of her not being able to join the meeting due to personal commitments.

A new list of Committee Members would be sent for IFLANET.

It was agreed to maintain the good practice of producing the CB documents in large print format.

2. Approval of the Agenda

The agenda was approved with the following additions;

- Change of name for the Libraries for the Disadvantaged

3. Document check

A document check was carried out for the meeting.

4. Approval of the minutes and matters arising from the meeting in Durban, South Africa on 17 & 24 August 2007 previously circulated

The minutes were approved with amendments to the names and some spellings of the Committee.

Item 4 – IFLA Multicultural Manifesto – “Abib” should read “Abid”

Item 5 – Programme for IFLA 2007 in Durban – 2nd paragraph the first sentence was re-worded to reflect the resignation of the Secretary and the lack of nomination for the previous chairperson to continue.

Item 11 Section updates – Strategic Plans and Projects – Section paragraph was re-worded to “as a test of the proposed revision to the Divisional structures.”

Item 12 - Preliminary discussion on themes and programmes for the IFLA Conference in Quebec, Canada – last paragraph TK should read TM.

Matter arising from the minutes;

There were no matters arising from the minutes not already covered on the agenda.

5. Report from Governing Board and Professional Committee Meeting

TK reported on the increased diversity in terms of countries and languages represented on the GB and there were now 4 people representing public libraries which had been a concern in recent years. There had been 14 applicants for the post of Secretary General and Jennifer Nicholson from Australia, was appointed from the shortlist of 4. Peter Lor would finish in his post of Secretary General in autumn 2008.

Stuart Hamilton (UK) had been appointed to the post of Senior Policy Advisor and Sophie Fefoldi would be leaving IFLA HQ in the Spring of 2008.

Some of the Bill & Melinda Gates donation would be used to improve IFLANET.

TK invited BR to update the meeting on the new arrangements for the Libraries for the Blind Section. She would now be Chairperson with 2 Secretaries. Thomas Kahlisch would act as the Official Secretary and deal with the submissions of papers to IFLANET and ensuring the Section met all the deadlines, Koen Kriekhaar would look after the paperwork of agendas, minutes etc. This decision had come out of a productive brain storming session in the mid year meeting for the Section in Zagreb recently.

6. Chair's Report including financial report

TK reported that PC would be next meeting on 21 April and asked for news and updates from all Sections. The draft minutes of the PC meeting in December had been circulated to all Officers from IFLA HQ in error, these are confidential until approved and placed on IFLANET.

The Divisional administrative finances for 2008 are 325Euros and may be used for the Secretarial travelling expenses and for stationery costs to do with the Division by all officers.

MK queried about the carry over of finances from year to year. Currently these are automatically kept at IFLA HQ but this can be very difficult for Section's when trying to commit to projects which over lap the years. Some years there is more need for financing than others and some flexibility would help. TK to raise at PC.

Action TK

7. IFLA Structure and Section Review – Update

Following on from the Durban Conference discussions TK reported that it is necessary for the IFLA Statutes to be revised to reflect the new structure proposed. The Working Group of GB members met in Germany with Claudia Lux in the autumn and the matter is on the GB agenda in April for approval. The rules of procedure also have to be revised. This will be done in the April PC meeting by a working group chaired by Torny Kjekstad. Following that the proposals will be sent to members for a ballot in advance of Quebec. The goal is to set the new structure in place at the IFLA Council meeting in Quebec.

8. Multicultural Manifesto

TK reported that Kirsten Leith Neilsen was working hard to take the

Manifesto forward for approval since being approved by GB and its next approval had to be made at the Intergovernmental Council for the Information for All Programme (IFAP). All committee members were urged to lobby members of this Council before its meeting in April since IFAP need to recommend the adoption of the Manifesto to UNESCO General Council in 2009. There is a review of IFAP underway and it is feared that this may affect the progress of the Manifesto but Peter Lor is making representations to IFAP members on the importance of the Manifesto.

KLN will provide bullet points for lobbying members of IFAP and the latest draft of the Manifesto is up on IFLANET and MK will circulate details to all members of CB.

9. Section Updates – Strategic Plans and Projects

9.1 Disadvantaged

- Easy to Read Guidelines to be produced in all official languages.
- An update of the Resource Book on IFLANET is nearly complete.
- The Dementia Guidelines are finalised and were presented in Durban.
- Translations for all guidelines produced by this Section being pursued. The formatting of documents in XML is being investigated since PDFs are not so accessible,
- For the Quebec Conference a programme on “Enabling the Disabled” on the wider use of technology was proposed to PC. This will lead to a Professional Report if accepted.
- A major new project on services for Deaf and Blind people has been proposed.
- The Section is trying to attract new members and is also working on a new name for the Section (see item 12).
- Strategic Plan and Section Brochure is being revised to send out to potential members.
- The mid year meeting is to be held in the Pompidou Centre in Paris.

9.2 Metropolitan Libraries

- The mid year meeting and a Conference is to be held in Prague in May/June 2008.
- The Strategic Plan is being compiled with the missions, goals and actions.
- 2 projects have been completed and 2 revised. (Guidelines for Metropolitan Libraries and Standards on How to Succeed)
- Benchmarking for evaluation purposes project. Organising the

network and will be finalised in Quebec for December 2008.

9.3 Children's & Young Adult

- Guidelines for Babies and Toddlers now completed, launched and being disseminated and presented at various conferences etc.
- Revision of the Guidelines for Young Adults – current project with 600 Euros.
- Statement on Literacy training and the Internet being produced.
- Almost full committee with 18 members.

9.4 Section for the Blind

- In connection with the sections' mid year meeting and joint conference in Zagreb, the Daisy Consortium was held in Zagreb.
- The joint seminar in Zagreb planned together with the Croatian Library for the Blind was entitled "Putting Libraries for the Blind and Print Disabled on the Agenda" – Keynote speech by Claudia Lux.
- Global Right to Read Campaign press conference to be held in Amsterdam in April in connection with the launch of Amsterdam as UNESCO world book capital, the chair of LBS to give a speech.
- Planning a Pre-Conference Satellite in 2009 with support from the Public Library Section (in name and if possible action) and the Section for the Disadvantaged.
- Working group on Global Digital Library with members from DAISY board and LBS.
- Planning a Manifesto for Accessible Library Services for print disabled.

9.5 Schools and Resource Centre

- KU and BI took up Officer posts in August at Durban, there is much to do to get the Section working again.
- The proposed Pre-Conference for Quebec had not been developed and was consequently dropped.
- Strategic Plan needs a lot of work now.

9.6 Multicultural Services

- MK reported on a very active Committee (16 members) currently and a mid year meeting in Heidelberg.
- Locations for mid year meeting have been varied and part of their planned recruitment campaign and study tour programme for broadening knowledge of experience in the field.
- A satellite meeting is planned in Vancouver for 2008.
- A project for Guidelines to be revised has project funding of 700 Euros. Consultations around the areas for development have been taking place. The current Guidelines are 10 years old – publication in book form planned for March 2009 with the Manifesto.
- Planning a presentation at the next IFLA Latin American Conference.

9.7 Public Libraries

- 23 members on Committee – includes Mobile Section members until 2009. Recent problem with eviction of one member for non attendance.
- Caterpillar Book Box project in Africa – following successful launch in South Africa, 5 Baby Cats have been produced for children in Schools in South Africa all funded by this project. An announcement for further funding applications was made at the Durban Conference and on IFLANET.
- Revision of the Public Library Guidelines currently being worked on for publication and launch at Milan Conference in 2009.
- Public Library Manifesto was examined for revisions and decided to produce a “10 ways to implement the Manifesto” as an alternative to a complete revision.

It was agreed that ALL Sections should send out Minutes of mid year meetings to members of the CB Committee and comments on IFLANET be sent to IB.

10. Preliminary discussion on themes and programmes for the IFLA Conference in Quebec, Canada, 2008

a) Divisional Programme

A discussion on the programme took place and it was decided to go with Public Library Services to Indigenous /Aboriginal People including best practices from all Sections (10 minutes each) after a guest speaker for 30 minutes. MK to pursue a main speaker and pass to TK/JL.

b) Section Programmes

- Disadvantaged – see above in Item 9.1
- Metropolitan Libraries
Programme planned with the Library Buildings Section on *Renewing and Reinventing Buildings with the Wow Factor*.
Programme on Advocacy planned with Public Libraries Section.
- Children's & Young Adults
Programme entitled "Second Self for New Horizons" planned
Tour of Charlesburgh Library
Presentation on Revision of Guidelines for Young Adults planned.
Pre-Satellite Conference planned with Public Libraries Section
- Schools and Resource Centres
Call for papers with Multicultural Section on Supporting People in School Libraries in Indigenous Communities.
- Blind
Programme on World Blind Union planned with the title "Achieve more through design for all Poster Session on Guidelines for presentations Best Practice.
- Public
Advocacy programme planned with Metropolitan Section
Pre-Conference Satellite with Children and Young Adults on "Navigating for Youth" in Montreal.
Poster Session on Public Library Guidelines
Launch of the publication of Public Libraries, Archives and Museums Research project in English, French and Spanish as a Professional Report.

11. Programmes at the IFLA Conference in Milan, Italy, 2009

11.1 Disadvantaged

Recorded a preference not to have an all day Divisional programme but willing to partner others in Brisbane in 2010 on the subject of services for senior citizens.

Programme planned on the Cultural Heritage for Literacy and reading for Blind and Deaf people and on Dementia and Mentally Handicapped as part of the Easy to Read Programme

11.2 Blind

Planning a pre-satellite conference in Belgium on Services for Blind and Print Disabled people in Partnerships 17 – 20 August 2009.

11.3 Metropolitan

To be discussed at the Prague meeting in June – no plans currently but interested in Library Building conference with Public Libraries Section.

11.4 Children's & Young Adults

Pre-Conference satellite planned on Reading and National Reading Campaigns with the Schools Section.

11.5 Public Libraries

Pre- or Post Conference Satellite on *Library Buildings for the Future* with Buildings Section, Academic & Research Section & Management & Marketing Section.

12. Any other Business

- a) Congratulations were recorded for Kirsten Leith Neilsen formerly Chair of the Multicultural Section for receiving the Librarian of the Year" by the Norwegian Library Association.
- b) Disadvantaged Section – Change of Name

TM outlined the reasons for the Section wishing to change its name;

- The members were not comfortable with the current name which was negative (emphasised the "Dis" in "enabled" and even worse than that in some languages (e.g French)
- The name does not reflect the way in which the Section has developed since its inception
- The Section wants to attract new members (not less – does not want to lose current colleagues and friends)

Much consultation has been done and although the process has not been straightforward the most favoured title for the Section is;

Accessible and Inclusive Library Services Section.

c) Archive of Section Records

It has been agreed that the main archive of each Section would be the information shown on IFLANET.

d) ST alerted the meeting to a conference in English in Copenhagen from 8 – 10 October entitled “How Libraries Can Make Cities Stronger – Libraries as a Place”
<http://www.bibliotek.kk.dk/smartcity>

e) Annual Reports

Are they necessary? TK to clarify their purpose at PC.

Action TK

f) Feedback on the meeting

TK asked all members present to send her let her know their views on the effectiveness of the meeting by email before the Quebec meeting.

Action All

Torny Kjekstad (Chair)
John Lake (Secretary)

Revised 20 October 2008