



## IFLA DIVISION III LIBRARIES SERVING THE GENERAL PUBLIC

Midyear Meeting

### Minutes

**March 14-15 2004**

FNB, Amsterdam, Netherlands

Chair: Torny Kjekstad

Attendees: Torny Kjekstad ( Chair Public), Jane Dreisig (Chair MCULTP), Ingrid Bon (Secretary Children), Ian Stringer (acting Chair Mobil), Helen Brazier (Secretary Blind), Marijke E. van Bodengraven (Chair Blind), John Lake (Secretary Public), Vibeke Lehmann (acting Chair LSDP), Joanne Locke (secretary LSDP), Kirsten Leth Nielsen ( Secretary MCULTP).

Apologies: Anne Clyde ( Chair School), James Henri (Secretary School), Ivanka Stricevic (Chair Children), Mogens Brabrand Jensen ( Chair Library Centres), Eduard Duijker (Secretary Library Centres).

No response: Frans Meijer (Chair Metropolitan Libraries), Aline Girard-Billon (Secretary Metropolitan).

Reporter: Kirsten Leth Nielsen

Date: 18.05.2004

Agenda:

1. Greetings and apologies
2. Minutes and matters arising from the meeting in Berlin, August 2003
3. Chair's Report
4. Report from Professional Committee meetings
5. Financial Report
6. Strategic and Action Plans
7. Section Update
8. School section – Large Project Proposal
9. Conference planning – Buenos Aires 2004
10. Conference planning Oslo 2005
11. IFLA procedure for election of Division officers
12. Branding The IFLA name

13. Lifelong Literacy as inclusive of all literacies

14. Date of future meetings

15. Any other business

1. Greetings and apologies

Torny Kjekstad opened the meeting and all attendees introduced themselves since there were many newcomers in the group.

2. Minutes and matters arising from the meeting in Berlin, August 2003

The minutes were approved with one minor correction:

Correct spelling of Ivanka's name is: Ivanka Stricevic

3. Chair's Report

Torny commented about the overwhelming amount of paperwork and the bureaucracy in IFLA. This causes a lot of work for the officers and might be some of the reasons why people resist taking on an office. Torny informed that the programme for the Division in Buenos Aires now has been sent to Headquarters by Public Library Section. She also informed that the Division is enlarged by three new Sections: Mobil Library Section (former a Round table), Metropolitan Library Section (former INTAMEL) and International Association of Library Centres (former ROTNAC). Ian Stringer pointed out that Mobil Libraries are using the acronym ML and so are Metropolitan Library section. He also informed that the section now have 14 members and that he has had no response from the chair for a very long time. Torny will notify PB (Professional Board) and GB (Governing Board) of these matters. Mobil Libraries have long traditions for using the acronym so they urge Metropolitan Libraries to find another acronym.

Kirsten Leth Nielsen is finally accepted as a member of the committee for Library Services to Multicultural Populations. Since one of the committee members Barbro Ejendal has resigned.

Kirsten is replacing her. Kirsten will continue as secretary of the committee for the period 2004-2005. Kirsten Leth Nielsen has also volunteered to be acting secretary for CB of Division III. A secretary for the period 2004-2005 will be elected at the first meeting in BA.

4. Report from Professional Board Committee meetings

The Committee discussed the report and our comments are:

Why is not the minutes from the meetings in the Professional Committee on Web? Torny will check.

33.0.2 Section Review:

The document with criteria for evaluation should be submitted before Buenos Aires Congress (BA) so we can discuss them when meeting in BA. The sections were positive, but want to see and discuss the criteria before they decide who will volunteer to run for an evaluation. Torny will report to PB and GB.

33.0.3

Officers Handbook

The revised handbook is still not available on IFLAnet – Torny will ask for it!

33.04 Strategic plans

The strategic plans will not be published on IFLA NET until they all are approved. We advise Headquarters that the plans are submitted immediately after being approved by GB. As it is now it takes too long time. The Sections want to make them public as official documents. IFLA HQ is very strict with the due dates so why should it not be strict due dates for the final part of the work!

33.3.3 Library Services to Disadvantaged Persons

Torny informed that Vibeke Lehmann is now accepted as Acting Chair for the section – at last!

#### 37.4.4 Telecentres Workshop

Telecentres are more or less an unknown concept in the western world. Nevertheless – Torny urged all of us to attend this workshop in BA.

#### 5. Financial Report

Financial Report was passed out to all members of the committee. We have 119.15€ on our account!

#### 6. Strategic and Action Plans

The strategic plans for Public and Blind were approved by PC only in content because of wrong format. The correct format for strategic plans can be downloaded from Iflanet – Officers corner. Torny stated the necessity of revising the plans before BA if this is not yet done.

#### 7. Section Update

##### Libraries Serving Disadvantaged Persons

Guidelines for Library Services to Persons of Dyslexia are now available in several different languages. Guidelines for Library Services to Prisoners will be revised before BA. The section is preparing a check list with the theme Access to libraries for disadvantaged people.

##### Public Libraries

The newsletter of the section has got a new format and layout: The newsletter looks very professional and attractive. New projects: Museums, Libraries and Archives . This project will produce a report before the conference i Oslo 2005. Another long project “Lifelong learning” is finished. A report on the project will be submitted. The project “Meeting user needs” will be finished in 2005. The section is developing posters and leaflets for promotion of the newly published guidelines. The guidelines have been translated into 18 languages!

##### Libraries for the Blind

The revised Guidelines on library services for blind and disable people might be published this year. Guidelines for integrating digital productions will probably be ready for publication early 2005. The section is also working on a publication with the theme Performance management and Benchmarking. The section also addresses the issues copyright and licensing.

##### Mobil Libraries

Number 2 of the section’s newsletter is published and also available on IFLANET. The section is planing a conference in Ireland. Delegates will be charged a sum of money to get an income for the conference.

##### Libraries for Children and Young Adults

Guidelines for children are now finished and published. The Astrid Lindgren award will focus on Reading project for the next award.

##### School Libraries and Resource Sentres

No report since we had no representation from the section at the meeting.

#### 8. School section – Large Project Proposal

The section has applied for a large sum of project money for financing the project “Information policy in schools: An international comparative study”. The committee discussed the proposal and arrived at the conclusion that the project is very large and complex and requires too much money.

The project was not approved by the Division. Torny will report the conclusion to PC.

#### 9. Conference planning – Buenos Aires (BA) 2004

Most of the programme is already set and all the programmes of the division are accepted. We were informed that there is no funding for speakers unless we have speakers from underdeveloped countries. Using the administration money is an alternative. This year many sections are having joint sessions with relevant sections to gain more time. We had a discussion about the words facilitator and moderator and arrived at the conclusion that we use the word facilitator for the chair of sessions, seminars and conferences. Torny stressed that we all must make an introduction before an arrangement stating which Section is the organizer of the arrangement. We must also remember to have a person at the doorway handing out leaflets from the organizer. Marketing and promotion is essential for all of us!

Torny will get an answer to questions asked by committee members: 1. Does IFLA have rules for getting grants to translations of guidelines? 2. What are the criteria for themes for Poster sessions? 3. Does IFLA recommend a special version of Spanish language when documents are being translated from other languages into Spanish?

The division has asked for sessions and poster sessions, but no one has applied for satellite meetings.

#### 10. Conference planning Oslo 2005

##### **Sessions:**

##### Multicultural section:

The section is celebrating its 25<sup>th</sup> anniversary. The program will be “A swap and shop” session in the afternoon on site. The section will need a least 3-4 hour slot. The section will talk to Josche Neven about it and will probably not get an answer before October 2004.

##### Children section:

The section is planning A young adult model library on site.

##### Public Libraries

Suggested themes for a session: New trends, Leadership, The role of the librarian, Seamless libraries. Nothing is decided yet.

##### Blind section:

No plans yet, but they might cooperate with the Disadvantaged section

##### Disadvantaged section:

Theme: Accessibility to libraries.

##### **Satellite meetings:**

##### Disadvantaged section in cooperation with Blind section:

“Accessible Libraries”. Conference in Gothenburg in Sweden 10-12 August. Study tour and presentation of the Check list of accessibility will be a part of the programme.

##### Multicultural section:

“The Multicultural Library. Staff Competence for Success” . Stockholm , Sweden 10-12 August. The programme include multicultural cataloguing and Language Rights. The section did not send form E in time to Headquarters, but Torny promised to submit the form and apologize!

Mobile section:

“Nordic Mobile Meet and conference to further the knowledge and development of mobile library services”. Oslo. Norway, 12-13 August.

School libraries

“The Decade of Literacy – Roles for stakeholders”. Oslo. Norway. Probably 11-12. August

Libraries for Children and Young Adults section and Public Libraries section

“Public Libraries from Public Education to what? - Designing the new strategies for Public Paradises to Adults, Children and Young”. Stavanger. Norway, 10-11. August

Public Libraries in cooperation with Management & Marketing and Library Theory and Research section:

Management, marketing, evaluation and promotion of library services, based on statistics, analyses and evaluation in your own library. Bergen. Norway. August, 2-3 days, before the conference.

The committee members asked for criteria for accepting or rejecting a satellite meeting. Torny will ask PC.

### **Division programme:**

Theme for the division: Public Libraries and partnership. The committee decided to ask the Director of Oslo Public Library to be key note speaker (20 minutes lecture) for the two hour session. Other relevant themes for the session of the division: The seamless library, Cooperation between libraries, museums and archives.

We discussed how to cooperate in order to find good speakers with experiences of partnership without reaching a conclusion.

### 11. IFLA procedure for election of Division officers

We discussed the theme and concluded that one option might be to elect chair and secretary at the midyear meeting. This is however not for us to decide and Torny should raise the question to PC and GB and ask for new procedures, especially procedures for election of CB.

### 12. Branding The IFLA name

We had a discussion of the theme and the following is a list of some of the arguments:

- Two important target groups: politicians and professionals not attending the conferences and IFLA in general
- We must define the different target groups and their needs
- New partners of the libraries should be involved in IFLA's work
- How can we market the conferences so it really shows?
- We must advertise all the benefits of being a member of IFLA
- We need a new design programme for IFLA – the one we have is very old fashioned
- Important to highlight the yearly conferences
- Engage a PR officer at Headquarters
- We must promote a spoke person in the press
- We must promote and advertise our products
- Hire professionals to promote and market IFLA
- Develop slogans like @your library

### 13. Lifelong Literacy as inclusive of all literacies

Torny urged all members to send our own comments to the writer of the document Marian Koren.

14. Date of future meetings

We might have our next midyear meeting in London or Manchester. Ian Stringer, John Lake or Helen Brazier will see to that. Torny will ask for the dates of meetings in PC and GB. Thursday and Friday are proper days for the meeting. OBS: The dates will probably be Saturday and Sunday 12-13 March 2005!

15. Any other business

Applying for project money:

The issue of how to improve the Division's handling of application for project money was debated.

We agreed on the following procedure:

We all fill in and submit an application before August the 1. The application will be distributed to all members of CB. This gives all of us an opportunity to be prepared for a discussion at our next meeting in BA.

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▶ **III. Division of Libraries Serving the General Public:** <http://www.ifla.org/VII/d3/dlsgp.htm>