

<b>International Federation of Library Associations and Institutions (IFLA)</b>	
Document nr	<b>PC 10-04-3</b>
Agenda Item	<b>3(1)</b>
Subject	PC Minutes November 2009
From	Sofia Kapnisi
Purpose	For approval
Date	18 January 2010
Recommendation	To adopt these Minutes as a true and correct record of the meeting.
Note	--

## **Professional Committee**

### **Minutes of the meeting held on 30 November 2009 at IFLA HQ in The Hague**

#### **Present:**

Patrice Landry (Chair), Steve W. Witt (Chair Division I), Ann Okerson (Chair Division II), Judith J. Field (Division Chair III), Michael Heaney (Division Chair IV), Buhle Mbambo-Thata (Division Chair V), Helena R. Asamoah-Hassan (member), Tone Eli Moseid (member), Ingrid Parent (President-elect, ex-officio member), Jesus Lau (observer), Pascal Sanz (for item 5.1.2)

#### **Staff:**

Sjoerd Koopman (PC secretary), Sofia Kapnisi (minutes), Ingeborg Verheul

#### **M09-12-1 Welcome**

The PC Chair, Patrice Landry, welcomed all pointing out that this is the first PC with the new professional structure. One of the many challenges of this PC will be to define the roles and responsibilities of the division chairs and have them implemented by the end of their term in 2011. Then he conveyed apologies from Winston Tabb (Chair CLM committee) and Kai Ekholm (Chair FAIFE committee).

#### **M09-12-3.2 Agenda (GB 09-12-3.2)**

The agenda was approved.

#### **M09-12-3 Minutes Professional Committee, April 2009 (PC 09-12-3)**

The minutes were approved.

#### **M09-12-4 Matters arising**

##### *4.1 Action List, August 2009 (PC 09-12-4.1)*

M09-04-5.1.4 done in August 2009. Sjoerd Koopman will distribute the report

M09-08-4 the proposal was distributed to the previous PC. Sjoerd Koopman will re-distribute to current PC members.

M09-08-5.1.4 Pascal Sanz will be present to talk about this item.

##### *4.2 Other matters not elsewhere on the agenda*

Not applicable.

##### *4.3 Decisions taken by email*

Steve Witt was elected Vice-Chair and Treasurer 2009-2011 of the PC.

#### *4.4 Election/Appointment of Vice Chair/Treasurer*

Mandate:

1. The Vice Chair to replace the PC Chair in case of absence.
2. The Vice Chair will deal with PC finance issues.

### **M09-12-5 Congress Professional Programmes**

#### *5.1 Milan 2009*

##### *5.1.1 Digital Library Conference Milan (09-12-5.1.1)*

Ingeborg Verheul reported that the conference was a successful day in Milan, resulting from a proposal of the Italian Government which came to the IFLA GB in December 2008. The event exceeded its expectations filling up completely the available room and having people displeased as it was organised as a closed event on invitation only. As compensation, the plenary session of the following day was dedicated to a follow-up of the conference. A publication will be published in April 2010 in the IFLA Publications series (De Gruyter Saur “green backs”).

Ingeborg Verheul is going to write an article for the IFLA Journal.

The PC will continue to develop the theme of digital libraries – in all different aspects - within IFLA and within all the international IFLA partnerships.

The PC has committed to have follow-up on setting themes-threads to organise professional programmes accordingly.

##### *5.1.2 IFLA Language Symposium (09-12-5.1.2)*

Pascal Sanz pointed out that IFLA has a language policy now and presented the deriving recommendations. The issue of implementing multilingualism to the website is complex regarding quality control, version control, financing and the connected responsibilities. Sjoerd Koopman was asked to produce a business plan for the GB meetings of April 2010.

##### *5.1.3. Review of Leadership Forums (09-12-5.1.3)*

After Buhle Mbambo-Thata's suggestion, the word “division” will be added, so to read: “Division Leadership Forum”. The PC is working toward creating a model about conducting this business in a similar way.

Things to clarify: who needs to attend, points for discussion and expected results.

IFLA officers must be aware and involved of their division's strategic plans.

A draft about the roles and responsibilities of Division Chairs will be set up and discussed at the April 2010 PC meeting.

##### *5.1.4. Professional Resolutions (09-12-5.2.2)*

The first resolution “Better conditions for print disabled” was approved. The resolution will be distributed to all IFLA professional units asking them for suggestions about how they can help implement it. Sjoerd Koopman will collaborate with Tone Moseid about the follow-up. The second resolution “Free Wifi access at congress venue”, will be modified by adding the requirement of a sponsor or a maximum proposed cost. The issue will be subject of negotiation separately each year with the congress venue.

The third resolution “Review the congress model” was not discussed as a GB congress review committee is already in place and working on the subject; a report will be submitted to the GB meetings in April 2010.

#### *5.2 Gothenburg 2010*

##### *5.2.1 Satellite meetings (09-12-5.2.1)*

The PC approved all 13 proposed satellite meetings.

### *5.1.2 General Programme (09-12-5.2.2)*

The available programme hours are almost covered. Division chairs are requested to go critically through suggested programmes of their sections, within the coming two weeks. For future congresses:

- The line “division chair will screen and coordinate the programme” should be added on the application form.
- The process can start already during congress by distributing the forms during that period; that will facilitate a better planning.
- Programming should also take into consideration the thematic threads.

### *5.2.3 Poster sessions*

The selection committee for Gothenburg 2010 is Steve Witt and Buhle Mbambo-Thata. In order to have continuity in the work of poster selection, the PC decided to have each year as selection committee one member of the immediately previous committee and one new member.

The selected poster presenters will be requested to send to IFLA HQ a pdf of the poster before the congress.

### *5.2.4 Division Leadership Forums*

The Leadership forums will meet twice during congress:

On Monday 9 August for half or one hour.

On Wednesday 11 August from 12:00 to 13:45.

This will be finalized at the April PC meeting.

### *5.3 San Juan 2011*

The theme has been accepted. Sjoerd Koopman will prepare a proposal about the vicinity of the satellite meetings and distribute it within the month.

### *5.4 Helsinki 2012*

#### *5.4.1 Theme*

The theme will be proposed at the GB meeting. The PC will have to implement it.

## **M09-12-6 Finances and Projects**

### *6.0 Criteria for project proposals (PC09-12-6.0)*

The document will be on the April agenda for finalisation. PC members should send their additional remarks to Sjoerd Koopman to include them in the final draft.

### *6.1 PC Budget 2009 (PC 09-12-6.1)*

In connection to the need to figure out better ways to ensure funds are spent, the PC decided to look at the financial issues twice a year, with the possibility to re-allocate funds in mid-year control if predicted that funds will not be spent.

### *6.2 Project Reports (PC 09-12-6.2)*

For information.

### *6.3 Project Proposals (PC 09-12-6.3)*

All the proposed projects were approved. See appendix 1.

### *6.4 PC Budget 2010 (PC 09-12-6.4)*

For information.

### *6.5 PC Project analysis (internship)*

Steve Witt suggested to call all past years a wash and to proceed by creating a system to analyse the projects while they are happening.

## **M09-12-7 IFLA's Professional Programme and Professional Structure**

### *7.0 General*

#### *7.0.1 Overview of IFLA Professional Units (PC 09-12-7.0.1)*

For information.

#### *7.0.2 Division Chairs roles and responsibilities*

A document will be drafted for the April 2010 PC meeting.

#### *7.0.3 Voting for SC officers by proxy*

Sjoerd Koopman will come with suggestions in the April PC meeting for a system for proxy voting of the sections.

#### *7.0.4 Satellite meetings in the future (PC 09-12-7.0.4)*

A working group for drafting guidelines for satellite meetings was appointed: Michael Heaney (Chair), Ann Okerson and Tone Moseid.

#### *7.0.5 Monitoring SIGs (PC 09-12-7.0.5)*

Of the eleven SIGs, one has not sent a report (E-metrics). The PC will come back to this issue in April 2010.

#### *7.0.6 Guidelines for professional communication (PC 09-12-7.0.6)*

The PC agreed to award the last IFLA Newsletter of the Year in August 2010. The award will be replaced by the "best website" award. The PC will decide about the title in its April meeting. The award will be announced in Gothenburg during congress.

#### *7.0.7 Other business re specific Sections, Divisions (PC 09-12-7.0.7)*

Representing IFLA in CEN/TC346 Activities

The PC agreed that the Preservation and Conservation Section liaises with the CEN/TC346, under provision that CLM will also be involved.

## **M09-12-8 President-Elect's Programme (Ingrid Parent)**

Ingrid Parent reported that her presidential theme will take form after the advisory meeting of the same afternoon and will be discussed at the GB meeting.

## **M09-12-9 IFLA's Core Activities**

### *9.1 IFLA/CLM*

There was no discussion on this item.

### *9.2 IFLA/FAIFE*

There was no discussion on this item.

## **M09-12-10 IFLA publications**

### *10.1 Overview of recent and planned publications (PC 09-12-10.1)*

For information.

*10.2 IFLA Publications Review and Priorities (PC 09-12-10.2)*

The main issue is the possibility of going to an electronic format. Sjoerd Koopman and Trine Kolderup Flaten have started the work toward this direction. There will be more to report in the April PC meeting.

*10.3 IFLA Journal (PC 09-12-10.3)*

Ann Okerson and Sjoerd Koopman are appointed by the PC to handle with SAGE and Stephen Parker any changes of the IFLA Journal design.

*10.4 International Cataloguing and Bibliographic Control (PC 09-12-10.4)*

The report from the ICBC Working Group will be submitted to Judy Field for discussion at the April PC meeting.

**M09-08-11 Any other business**

n/a

**M09-08-12 Executive session**

Not minuted.

**M09-04-13 Close of meeting**

The PC Chair, Patrice Landry, thanked everyone for their input and closed the session.