



SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

2009 Standing Committee Meetings (SC I-II)

SC I - Milan, 22 August 2009 (h. 14.30 - 17.20)

Minutes of meeting

1. OPENING OF THE MEETING

The meeting was opened by Ms Gro Sandgrind, outgoing Chair of the Section.

2. APPROVAL OF THE AGENDA

The agenda of the meeting was approved

3. APPROVAL OF THE MINUTES OF THE STANDING COMMITTEE MEETINGS 2008 IN QUEBEC, CANADA

The Minutes of the meetings of SCI (9 August 2008) and SCII (14 August 2008) were approved

4. ROLL CALL OF STANDING COMMITTEE MEMBERS¹

Note that those elected to 2009 were formally SC members at this Conference while those elected from 2009 did not become members until after the Conference.²

Present	Apologies	Absent ³
Eleni Droulia Moira Fraser Alim Garga Esther Kamau Daniel P. Mulhollan Gro Sandgrind Raissa Teodori Iain Watt Christine Wellems	Margareta Brundin Anita Dudina Roxanne Missingham Albert Ntunja Janet Seaton	Irina A. Andreeva Caryn J. Carr Elisabeth Malmhester Younghee Park Segundo Soto Coronel Guido Williams Obreque

¹ Elisabeth Malmhester and Albert Ntunjia resigned from SC after the meetings were recorded.

² The SC members newly elected for the term 2009-2013 are: Andrzej Dziubecki, Lu Haiyan, Eunhee Hyun, Sonia L'Heureux, John Pullinger, Innocent Rugambwa, Stelina Maria Martins Pinha and Ellie Valentine. SC members who were re-elected on their second term for 2009-2013 are Anita Dudina, Esther Kamau and Moira Fraser.

³ The meeting was inquorate according to the IFLA Rules of Procedure: "[...] In the absence of any other provision in the Statutes or elsewhere in these Rules, a quorum is constituted by a simple majority of the members of the committee or body." The absence of the quorum, needed to make valid decisions, was not noticed at the time.

The response to an inquorate meeting, according to IFLA Rules of Procedure, R18.43, is: "If the quorum is not reached, the Chair shall make arrangements to consult the members of the Committee by post or by electronic means."

Before the minutes were approved absent members were especially invited by electronic means to communicate any addition or dissent from any decision recorded here. No dissent or objection was expressed. Therefore, the minutes could be considered for approval, and have been approved.

Obsevers	
Incoming SC members (term 2009-2013)	Others
Andrzej Dziubecki	Nola Adcock
Eunhee Hyun	Fanwell Banda
Sonia L'Heureux	Gunilla Lilie Bauer
Ellie Valentine	Soledad Ferreiro
	Ursula Maria Goeckeritz
	Tembi Chalabesa Mtine
	Christiane Owono Nyassa Messina
	Donna Scheeder
	Cecilia Stadius
	Sebastian Wilke
	William Young

5. OFFICERS REPORT (MEMBERSHIP REPORT, FINANCIAL REPORT)

▪ Chair and treasurer, Ms. Gro Sandgrind: Membership report; Financial report;

(a) *Membership.* Section membership stands at 111, 86 of which are Institutional Members.

(b) *Financial.* Total funds of 610 Euros are made available annually from IFLA, to be spent at the discretion of the SC. Typical items might be brochures, mailings, conference registration for an invited speaker. Some of this budget will be spent on expenses incurred. There is no carry-over from one year to the next.

The funding of the preparation of the revised edition of the *Guidelines for Legislative Libraries* amounts to 2650 Euros in 2008 and 3450 Euros for 2009 (a total of 6100 Euros). Project funding has to be bid for, in a competitive process in IFLA.

▪ Information Coordinator, Ms. Moira Fraser

The new IFLA website has been eagerly awaited all year. It was hoped that it would offer easy to use wikis, blogs and photo resources, but these tools are not available so far. Training on the new website will take place for relevant officers this year, during the conference in Milan.

Standing Committee members should register on the wiki - ask Ms Fraser for help if needed.

A wiki would also be set up for the Section executive (Chair, Secretary & Information Officer). There was the possibility to set up a wiki for the whole Section if there was a purpose to do so.

The preference was to start with the SC alone.

6. ELECTIONS OF OFFICERS OF THE SECTION FOR 2009-2011

The following persons were nominated unopposed and elected by acclaim:

- Chair: Moira Fraser

- Secretary: Raissa Teodori
- Information Coordinator: Stelinha Maria Pinha

On behalf of the Section, Ms Fraser thanked Ms Sandgrind as outgoing Chair and Mr Watt as outgoing Secretary.

7. NEWS FROM THE COORDINATING BOARD

The new structure of IFLA will come into place this year. The Section is now part of Division 1 'Library types'. The aim of the structure is to encourage more cooperation between Sections and in particular the sharing of time slots during the Conference week.

8. PROGRAM SCHEDULE FOR THE WEEK

Ms Sandgrind noted that delegates would receive a questionnaire on return from the Conference, seeking their feedback on the IFLA Congress.

9. IPU/ASGP/IFLA - FOLLOW UP ON THE CONFERENCE HELD 16 OCTOBER 2008 IN GENEVA "INFORMING DEMOCRACY: BUILDING CAPACITY TO MEET PARLIAMENTARIAN'S INFORMATION AND KNOWLEDGE NEEDS"

Congratulations were offered to the Parliamentary Library of Canada, and in particular to Joe Jackson, for the quality of the published report.

The possibility of repeating the experiment of a joint initiative with IPU regional assemblies was discussed. The aim was to generate more dialogue between Members, Secretaries General and parliamentary libraries. The IPU offers a channel to reach clients, to raise libraries' profile and to market the use and development of library services.

Suggestions for further joint activity with ASGP and IPU were sought.

10. GLOBAL CENTRE FOR ICT IN PARLIAMENT/ IFLA LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS – COOPERATION AND JOINT INITIATIVES

(a) Training day, "Leveraging Technology for Parliamentary Libraries and Research Services", 18 August 2009.

Report and follow up of the training event, a joint initiative between the Global Centre, the Section, and the Italian Parliament. The targeted participants were Librarians and IT staff from Parliaments from developing countries. Considered the geographical location of the conference (Italy), parliaments were invited mainly from African, Arab and Eastern-Central European countries.

The training in Rome had been successful and the item provoked a wide-ranging discussion. One question was how to leverage such activity to people who could not attend. The use of the IFLA website, or the Pre-Conference website, or a YouTube channel, were all discussed⁴.

Ms Fraser noted that to follow-up the training day in Rome a similar event could have been planned for the Asian-Pacific region in Australia in 2010, but with the cancellation of the IFLA Conference in Brisbane this activity had been cancelled and hopefully postponed to a proposed symposium in Australia in February/March 2011.

Ms Fraser also raised the issue of a joint event with the Global Centre for ICT for the Caribbean and Latin America.

An event for parliamentary libraries in the Asian-Pacific region would also be held in South Korea in May 2010 on the initiative of the Korean Parliament.

(b) World e-Parliament Conference 2009, Washington D.C. 3-5 November 2009.

Ms Moira Fraser, Mr Daniel Mulhollan and Ms Donna Scheeder planned to attend. Ms Raissa Teodori believed the Italian parliament intended to send a delegate. Few library representatives were expected although libraries were on the agenda. It was considered useful to discuss different issues, besides catalogues and library systems, including legal databases; information for Members; integration with other services through IT; libraries as 'content managers' etc.

11. GUIDELINES FOR LEGISLATIVE LIBRARIES – REPORT ON STATUS

The Guidelines would be published soon in hard copy and hopefully on the website.

They set a standard for service quality and should be used to raise the profile of parliamentary libraries.

Thank you to Keith Cuninghame and to the Advisory Group for achieving this project.

12. STRATEGIC PLAN 2009-2011. DISCUSSION

Mr Watt reported that the Section Strategic Plan was supposed to be coherent with wider IFLA plans, but the only published IFLA plan ended in 2009. A request had been made to IFLA HQ but no updated plan would be available until after the Conference. It was therefore difficult to be specific about the next Section plan.

However, three comments could be made (1) the previous Strategic Plan had been too detailed; (2) the issue of whether the Section should give priority to an increased formal membership (as IFLA objectives suggested) or to increasing influence by continuing to encourage a form of informal membership; (3) recovering and organising by subject the pre-conference and conference papers from the last 10-15 years.

⁴ Papers from the training are available on the website of the Global Centre for ICT in Parliament at <http://www.ictparliament.org/index.php/calendar-of-events/299-events-conferences-and-workshops-2009/420-training-for-parliamentary-libraries-and-research-> as well as on the website of the Rome pre-conference at <http://www.preifla2009.parlamento.it/ifla/45150/49213/paginabicamerali.htm>

Membership, analysis showed the Section has quite a good level of membership and a very good coverage of larger and richer countries (although it was said that the participation of states/provinces in North America could possibly be improved). The main areas of weakness are concentrated amongst smaller and poorer countries. Africa, Asia and especially Latin America are notably under-represented. Small island states are not represented - even in Europe but most notably in the Caribbean & Pacific. In addition, there is quite a low level of active participation from many formal members. The fact that Section business was almost wholly in English was probably a factor in these patterns, especially in relation to the French- and Spanish-speaking worlds.

It was noted that USAID may be able to fund IFLA membership for parliamentary libraries if active in the country concerned. The familiar discussion questioned why the Section was with IFLA at all and concluded that it should both maximise membership and influence.

13. FUTURE CONFERENCES AND PRE-CONFERENCES

(a) IFLA 2010, Göteborg, Sweden. The Swedish parliamentary library offered to host the Pre-Conference in 2010. This offer was gratefully accepted.

(b) IFLA 2011, San Juan, Puerto Rico. The need of identifying a venue for the preconference, and the absence of a contact person, was raised. Mr Mulhollan proposed to gather information on possible solutions.

(c) Symposium in Australia, February-March 2011. APLA notified the SC of a proposal for a symposium in 2011 as an alternative to the cancelled IFLA preconference in Australia in 2010. This would make use of the hard work already done preparing for the preconference and would give support to parliamentary libraries in the region. There were no financial implications for the Section. It was agreed on that basis that the Section could be considered 'sponsor' of the event, in the same way as the Geneva event had been sponsored. To be clear with IFLA, it was not to be considered a 'satellite event' of the IFLA conference.

It was suggested that the Section needed a strategy to deal with one-off events - how its branding might be used to support them.

Networks were springing up spontaneously to meet a variety of needs (often on a regional base): how did the Section want to respond? This was clearly an issue in the Asian-Pacific region, demonstrated by the issue raised after the IFLA 2011 cancellation and by the Korean initiative.

14. SUBJECTS OF INTEREST FOR FUTURE CONFERENCES: INFORMATION FROM PREVIOUS CONFERENCES AND POSSIBLE NEW SUGGESTIONS. DISCUSSION

Topics suggested:

- Wikipedia type products
- Parliamentary library 2.0
- Poster sessions in the Pre-Conference
- Reference interview
- The Law Libraries Section of IFLA will organize something on Truth & Reconciliation Commissions and similar processes

15. REPORTS ON REGIONAL ACTIVITIES:

Regional reports were circulated in advance and only highlights and questions/answers considered in the SC I meeting

- **Association of Parliamentary Libraries of Australasia: APLA**
- **The Association of Parliamentary Librarians of Asia and the Pacific: APLAP** - Reported some difficulties in their operations
- **The Association of Parliamentary Libraries in Canada: APLIC/ABPAC** - Will not meet until October. Will consider copyright issues.
- **The Association of Parliamentary Libraries of Eastern and Southern Africa: APLESA** - Will hold their first conference since 2003
- **European Centre for Parliamentary Research and Documentation : ECPRD** - No report
- **Latin American Parliamentary Library Association** - No report
- **The National Conference of State Legislatures: NCLS** - Main current issues are: digital documents preservation; metadata
- **Nordic Countries** - Met in June and report will be issued later
- **PARDOC** - Became 'Noria' [in 2002]. Has not met recently
- **IPRIN**

16. USEFUL INFORMATION

World Directory of Parliamentary Libraries

The questionnaires is being simplified to try to get better responses. The idea of turning it into a wiki was not accepted. The Directory will be promoted once the new questionnaire is ready.

The experience of the Italian parliament in preparing for the Pre-Conference was that it took 1 to 2 months to get responses to a preparatory questionnaire.

17. ANY OTHER BUSINESS

Congratulations to Donna Scheeder being elected to the Governing Board of IFLA . She has also been inducted into the SLA (Special Libraries Association) Hall of Fame.

IFLA's presence on LinkedIn was noted as a point of interest.

Certificates of thanks were presented (or filed for later despatch in the case of absent members) for members of the SC whose terms expired in 2009:

- | | |
|---------------------|------------------------|
| ▪ Irina A. Andreeva | ▪ Younghee Park |
| ▪ Margareta Brundin | ▪ Gro Sandgrind |
| ▪ Caryn J. Carr | ▪ Janet Seaton |
| ▪ Eleni Droulia | ▪ Segundo Soto Coronel |



SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

2009 Standing Committee Meetings (SC I-II)

SC II - Milan, 25 August 2009 (h. 14.00 - 16.00)

Minutes of meeting

1. OPENING OF THE MEETING

The meeting was opened by Ms Moira Fraser, incoming Chair of the Section.

2. ROLL CALL OF STANDING COMMITTEE MEMBERS¹

Note that those elected to 2009 were formally SC members at this Conference while those elected from 2009 did not become members until after the Conference.²

Present	Apologies	Absent ³
Eleni Droulia Moira Fraser Alim Garga Esther Kamau Daniel P. Mulhollan Gro Sandgrind Iain Watt Christine Wellems	Albert Ntunja Janet Seaton Margareta Brundin Anita Dudina Roxanne Missingham Raissa Teodori	Younghee Park Segundo Soto Coronel Guido Williams Obreque Irina A. Andreeva Caryn J. Carr Elisabeth Malmhester

¹ Elisabeth Malmhester and Albert Ntunja resigned from SC after the meetings were recorded

² The SC members newly elected for the term 2009-2013 are: Andrzej Dziubecki, Lu Haiyan, Eunhee Hyun, Sonia L'Heureux, John Pullinger, Innocent Rugambwa, Stelina Maria Martins Pinha and Ellie Valentine. SC members who were re-elected on their second term for 2009-2013 are Anita Dudina, Esther Kamau and Moira Fraser.

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Obsevers	
Incoming SC members (term 2009-2013)	Others
Andrzej Dziubecki	Jean Claude Aayoz
Eunhee Hyun	Mohammad Abbas Hasan
Sonia L'Heureux	Nola Adcock
Stelina Maria Martins Pinha	Mayada Al-Hachami
John Pullinger	Kwesi N. Eshun
Innocent Rugambwa	Ida A. Joiner
Ellie Valentine	Ida B. Kelemen
	Jan Keukens
	Wojciech Kulisiewicz
	Tembi Chalabesa Mtine
	Christiane Owono Nyassa Messina
	Karel Sosna
	Cecilia Stadius
	Awfa Zuhair

3. OFFICERS REPORT

▪ Chair and treasurer, Ms Moira Fraser

The Chair reported on a meeting with the Division (I, Library Types).

She reported there was no more finance from ALP (Action for development through Libraries Programme). Funding for publications was available but not for training, which is something the Section wants to provide.

USAID was mentioned as a potential source of funding for training.

It was announced the *Guidelines for Legislative Libraries* would be published by the end of 2009.

The Chair noted that the Section needed to consider the organisation of the preconference in Sweden. Would it be organised as a formal satellite meeting of the IFLA conference? It was noted that formal satellite conferences are partly governed by IFLA rules.

What rules for attendance, if any, did the Section want to adopt? Only parliamentary libraries should attend? Only Section members?

It was agreed that there should be some rules and screening of requests to attend, but that the attendance should not be restricted to Section members and should be open to representatives of parliamentary services, not exclusively library personnel. The main objective in rules and screening was to avoid the inclusion of "tourists".

Some decision needed to be made on how many attendees were expected /could be provided for.

▪ Secretary (outgoing), Mr Iain Watt

Three newsletters had been produced according to the approximate calendar September/January/June. They had been circulated by email and produced in Plain Text only as that was the preferred format of members. It was to be hoped that the new IFLA website and the ability to post on website would allow the publication of the newsletter to be more professional in the future.

Members had previously expressed interest in inclusion of longer articles reflecting on professional issues. As this was not really compatible with the email format an alternative was to be considered for such articles. Again, the new IFLA website and the ability to post on website could be the solution. To date, no such articles had been received so the new format had not yet been required.

▪ **Information Coordinator, Stelina Maria Pinha**

The IC reported on a brief meeting between Information Coordinators, and on training held on the new IFLA website. Committee members would be able to register to use the website.

Regional Associations were urged to update their information on the website and to keep it up to date. In particular, contact details should be updated.

4. STRATEGIC PLANS (2009-2011)

Suggested items:

- Increasing membership
- Publishing the Guidelines for Legislative Libraries
- Increasing effectiveness and presence through three types of activity:
 - The core work of organising conferences, as well as projects undertaken in the interim between conferences
 - Partnerships with substantive input from the Section
 - Endorsements of relevant events/activities organised by others
- Safeguarding, organising and making available the heritage of past conference papers (Ellie Valentine and Stelina Maria Pinha volunteered to address this)
- Training and professional development including
 - Change management
 - Dealing with new MPs
 - Dealing with political parties
 - Global bodies
 - Working in a parliament
 - Reference and research skills
- Interpretation for conferences
- Linking with and between regional bodies
- Sharing reports of research services
- Library of web links

5. EVALUATION OF THE CONFERENCE

The experience in Rome was described as "fabulous". The provision of interpretation was seen as a very positive feature to include more participants. The richness of the programme had a downside in reducing time for questions. The need for the host to print/copy all papers was questioned with CD format suggested as an alternative.

6. FUTURE CONFERENCES

(a) IFLA 2010, Göteborg, Sweden. Dates and preconference website would be confirmed by the Swedish Parliament

(b) IFLA 2011, San Juan, Puerto Rico. Dan Mulhollan confirmed he would seek to contact Puerto Rico for 2011.

The possibility of joint conference sessions has been discussed with Government Libraries, FAIFE, and GEOPS.

7. ANY OTHER BUSINESS

- Nominating a paper for the IFLA Journal: the paper of Iain Watt was agreed as the Section's proposal.
- The Standing Committee accepted the invitation from the journal Library Trends to publish the papers presented in the in joint open session "Changing visions, parliamentary libraries past, present and future". Gro Sandgrind was invited to be the guest editor of this special issue on parliamentary libraries. The issue has been checked out with IFLA HQ to check if it would be acceptable to IFLA⁴.

⁴ The proposal has been accepted at a later moment