

Bibliography Section Standing Committee Meetings Lyon

Saturday 16 August and Wednesday 20 August

Notes prepared by the secretary: Anke Meyer-Heß

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1. Standing Committee meeting I (Saturday 16 August 12.30-15.00, Salle Bellecour 3)

Present: Anders Cato; Anke Meyer-Heß; Glenn Patton; Neil Wilson; Federica Paradisi; Natalya Lelikova; Sinikka Luukkanen; Tadahiko Oshiba; Vincent Boulet; Pat Riva; Jihye Song; Grazyna Federowicz; Nicola Potgieter; Carsten H. Andersen; Miriam Nauri; Kari Mathisen;

Missing: Grazyna Jaroszewicz; Young Ah Hong; Gulissa Balabekova;

Regrets: Karin Kleiber

Observers: Ben Sechine Nabiha; Pierre Landion; Katarina Synnermark; Julianne Beall; Marja-Liisa Seppälä, Nina Hyvönem; Rehab Ouf, Najwa Hendrickse, Hanne Hoerl Hansen, Tuula Haapamäki; Rachid Ghoufary; Ricardo Santos, Louisa Marquardt, Elena Lagorskaya; Viktoria Barsukova

1.1. Welcome and introductions

Anders Cato welcomed all members and observers and asked all present to introduce themselves.

Further Anders Cato explained that he was going to change his job, and will be working at the Danish Agency for Culture beginning in October 2014. His new contact data is: aca@kulturstyrelsen.dk

1.2. Adoption of the agenda

The agenda was adopted and a further topic for the new standards committee was added.

1.3. Section financial report

1.3.1. Adminfunds:

The Professional Committee decided to allocate 150 Euros to each Section for Administrative Funds for 2014. This was based on the average claim by the sections in 2013 which was only 52 Euros. Considering only those sections that made a claim in 2013, the average rose to 132 Euros. Although the sections were invited to request extra funds at the beginning of the year and a small amount of the PC funds will be held back for this purpose, the bibliography section did not apply for more adminfunds.

1.3.2. Project funds

Projects funds were requested to organise working group meetings in order to proceed with the editorial work. Due to the current financial crisis in the EU it was not secured that all members of the editorial group would be able to cover the traveling expenses without financial help from IFLA.

The editorial group meetings are crucial to proceed with the work. It was planned to work two days in a row on publication structures, editorial plan, content acquisition and content review.

Project code: 3-12-1-14

Primary Section ownership: Bibliography

Response sent to: a.meyer@dnb.de; anders.cato@btj.se; neil.wilson@bl.uk

Comments from the PC: As the amount requested is relatively small and the project to produce an online book is interesting, the PC agreed to support this additional meeting, but asked the members of the project team to make the most of the meeting and use it to accelerate progress.

Funding agreed for project Receipts must be provided for:

(Euros):

850

Flights and accommodation for N Wilson and K Kleiber in Frankfurt.

1.3.2.1. Requested amount

The following amount was requested and granted:

- Travel expensed for two group members to Frankfurt from London and Vienna.
- Hotel prices are approximately 100 Euros per night per person → 400 Euros accommodation costs (based on www.hrs.com)
- Flights:
 - London<>Frankfurt (ca. 250 Euros)
 - Vienna<>Frankfurt (ca. 200 Euros) (based on www.lh.de)
- Total Amount: 850 Euros

1.3.2.2. Used Funding

The midterm meeting was held in March 2014 in Frankfurt. Due to a good planning not as much funds were needed as planned. All in all used: 597,75 Euros

1.3.2.3. Needed Funds for 2015

As already stated in the project application, we would like to hold a further midterm project meeting in 2015 for content review and to establish the new editorial working group.

We expect to need about the same amount as in 2014 → 850 Euros.

1.4. Officers Training Session- Information from Divisional Brief

Anders Cato reported from the Officers Training Session which was formerly known as the Divisional Brief. Main topic of the training session was the new IFLA [standards procedure manual](#).

Anders Cato stressed the roles and responsibilities of the standing committee members, which are, next to others, the obligation to attend the meetings. If a section member doesn't attend the meetings twice, the section head may exclude this member from the section. Further responsibilities can be looked up at the IFLA website: <http://www.ifla.org/officers-corner/sc-members>.

IFLA was rolling out the Lyon Declaration on the following Monday. Sections will be asked to encourage signing and also to develop short briefs demonstrating the roles libraries already play.

Main Topic was the new standards procedure manual. Anders stressed that it was going to be presented on the 17th of August 2014 at noon and asked section members to attend. A discussion followed on how the micro website „[Best Practice for National Bibliographic Agencies in a Digital Age](#)“ will be passing through that procedure, since all standards will have to be endorsed by the professional committee. Anders agreed to bring up that topic at the presentation.

Further it was stressed that committees are strongly encouraged to develop an action plan (see below), to prepare an annual report, and to focus on communications. The action plan has to be linked, at least, to two items in the key initiatives.

1.5. Action plan follow up

1.5.1. Section information sheet

The section information needs to be updated. Further it was decided to shorten it drastically and add links and QRcodes to the information website.

Pat Riva agreed to organize the update of the information sheet.

1.5.2. Replacing "National Bibliography in the Digital Age" with "Best Practice for National Bibliographic Agencies in the Digital Age"

At the meeting in 2013 all section members were happy with open licensing CC BY 3.0. for the content according to the IFLA regulations.

Report from the Editorial Group:

Editorial Group met in March in Frankfurt. Topics were:

1. Editorial Workflow & Timeline
2. Brief to Contributors.
3. Composition of Content
4. Possible Site enhancements
5. Project Timeline

A detailed report can be found in the wiki:

<http://iflabibliography.pbworks.com/w/file/83410312/Project%20Report%202014.docx>

Further update:

The update and migration of the content to the book site were completed just before the meeting.

Now it is important to extend and interlink the information. Further a complete overview is needed. A number of new topics were mentioned. A complete list of all topics was uploaded to the wiki and all section members were asked to choose one or more topics.

<http://iflabibliography.pbworks.com/w/page/84135043/2014TopicsBestPractice>

An important part of the site will be use cases and examples of best practice. SC members were encouraged to provide such use cases and examples.

Further the editorial group was extended by Carsten Anderson and Pat Riva.

1.5.3. National Bibliographic Register

Anders stressed that any SC members who have not already supplied details of their national bibliography are encouraged to do so.

SC members who have named contacts with national bibliographic agencies in countries not yet represented in the register are invited to supply them to Neil.

1.5.4. UBC statement

The UBC-statement was translated to all official IFLA languages: Spanish, Russian, French, Chinese , Arabic and German and can be downloaded from the IFLA webpage: [Español](#) | [Русский](#) | [français](#) | [中文](#) | [العربية](#) | [Deutsch](#).

1.5.5. National Libraries' RDA policy decisions

Many national libraries work on or already have changed their cataloguing rules to RDA. The British Library adopted RDA the same day as the Library of Congress.

In the context of the internationalisation of cataloguing codes and formats, the Office for Library Standards in Germany has changed the cataloguing of the Authority Files GND into RDA on to the 1st of July 2014.

Further organisations in Europe followed, while others still have not decided whether to change or not.

1.5.6. WLIC 2014 joint session programme (Monday 18th of August 09:30-15:45, Room: Auditorium Lumière) (Anders, all)

Miriam reported about the organisation of the joint session on Monday 18th of August 09:30-15:45, Room: Auditorium Lumière and asked everyone to attend.

1.5.7. Communication (all)

In the last years it has been clear that the blog has only rarely been used and it was discussed whether a reintroduction of a newsletter was a good idea. One option would be to publish a joint newsletter with the Cataloguing Section, since many topics were interesting for both sections. Anders agreed to contact the Cataloguing Section.

1.5.8. IFLA Name Spaces Technical Group meeting

Pat Riva and Anders Cato agreed to present the Bibliography Section at this year's IFLA Name Space technical group meeting.

1.5.9. Action plan 2014-2015 (all)

The topic action plan was adjourned to the next meeting.

2. Standing Committee meeting II (Wednesday 20 August 08.00-09.30, Salle Bellecour 1)

Present: Anders Cato; Anke Meyer-Heß; Neil Wilson; Federica Paradisi; Sinikka Luukkanen; Tadahiko Oshiba; Miriam Nauri; Vincent Boulet; Kari Mathisen; Pat Riva; Grazyna Federowicz; Nicola Potgieter; Carsten H. Andersen

Regrets: Karin Kleiber, Glenn Patton

Missing: Natalya Lelikova, Grazyna Jaroszewicz, Young Ah Hong, Gulissa Balabekova, Jihye Song

Observers: Julianne Beall

2.1. Welcome and introductions

Anders Cato welcomed all members and observers and asked all present to introduce themselves.

2.2. Adoption of the agenda

The agenda was adopted.

2.3. Information from Division Leadership Forum (Anke, Anders)

Anders and Anke reported from the Division Leadership Forum.

During this meeting there was a break out session that paired us with the former Division IV sections. During this time, we asked the Cataloguing and Classification and Indexing Sections to consider a joint newsletter.

IFLA Library was also a topic that came up, for example the content, such as the fact that older papers and proceedings are not all there. But the majority of our comments were that the retrieval was not functional which does not make a good impression of IFLA, which should represent expertise in this topic.

2.4. WLIC 2014 joint session program assessment

The joint session programme of the WLIC 2014 was generally well received. All of the speakers were very good, and presented interesting topics. However it turned out to be a very long programme and not all were able to attend the complete day. Due to the joint programme, not all papers were relevant for the Bibliography Section.

2.5. WLIC 2015 section program

The next WLIC will take in Cape Town from the 15th until 21st of August, 2015. As a theme for the section programme: "National bibliographies transformed, influence of e-legal deposit on national bibliographies" was chosen.

The arranging team will be: Miriam Nauri, Anke Meyer, Nikki Pottgieter

It was discussed to especially invite colleagues from African National libraries to report on their bibliographies.

2.6. Action plan 2014-2015 revisited (all)

It was decided not to add any new items on the action plan, but to keep on working on the existing actions.

2.6.1. Best practise for national bibliographies in the digital age

The main focus will be put on the micro site: Best practise for national bibliographies in the digital age. All section members are asked to provide content, especially use cases and best practises.

The editorial working group will apply for project funding in order to hold a mid term meeting.

2.6.2. Information Sheet

Another important focus will be the update of information sheet and organise new translations.

The updated information sheet should only present small part information and rather provide links to the IFLA websites. This way the information can be updated faster and more easily. For hand-outs bookmarks with QR-codes could be printed.

2.6.3. Communication

In order to improve the communication, a joint newsletter instead of the blog was considered. Anders and Neil will contact possible other sections.

2.6.4. National bibliography registry

In order to add more libraries to the national bibliographic registry, we will engage with the Africa Section.