1. **Call to order and welcome**

   Claire Germain welcomed all.

2. **Introduction of attendees**

   The attendees, members of the committee and observers, introduced themselves.

   Claire mentioned that elections will be held next year. Our section was founded in 2007. The members are elected for a 4 year mandate, which means that every member of the committee will still be in until 2015. The Standing Committee and the Law Libraries Section can still welcome 4 more members, so this year is a good time to recruit new members. Valerie Alonzo, the information coordinator, put up a map on our Section website to represent the geographical region of all the members of the committee. It would be a good idea next year to extent the committee geographical representation.

3. **Approval of the agenda**

   The agenda was approved with the addition of 3.1 Information on the governing board and 3.2 Election year.

   **3.1 Information on the governing board**
Donna Scheeder gave information on new things the Governing Board is engaged in. There are some wonderful things going on at this conference. She restated the five initiatives that the governing board has taken on, the first being centered on digital content. The key initiative is trying to move toward a draft treaty on exception copyright for libraries. It was taken in front of WIPO thanks to Winston Tabb’s great work. This is the first time that WIPO has ever had discussions centered around libraries. The discussion is also tied up with the materials for the visually impaired. There are a numbers of issues around this, which have yet to be worked out. It is high up in the agenda of WIPO but this is not going to happen overnight. There is information on the IFLA website if members want to help.

The other important thing about initiative 1 is open access. IFLA has signed the international open access manifesto. IFLA has so much content and has a publishing program. IFLA is in the process of putting out a tender for the host of a IFLA repository. The committee is working at this conference interviewing some of the companies that have given proposals. The committee hopes to put forward a recommendation to the board at the final board meeting. The repository would have all IFLA congress content fully available to people through the open access copyright requirement.

Than IFLA is reviewing the publishing agreement to free up more material, particularly publications produced by the section for their members and than some of the members cannot afford to purchase them. All the things around publishing are being reviewed so that our content will be more freely available and accessible to people.

The second initiative has to do with leadership and developing a cohort of leaders for ILFA from a broader range of countries than to be the spokes people for IFLA now. The first cohort is at this conference. They are called leader associates. There are twelve of them and they are following a 2 year program. They will be working on projects that are aligned with different IFLA projects (copyright, open access, project on another program that IFLA is getting involved in, a coalition with other organizations which is promoting library and information center in countries as a way for governmentsto further their development agenda and make the connection between cultural development and economic development and having strong library programs, etc.).

Multilingualism is another a very important initiative. If you go to the IFLA Website, there are now materials in the 7 official languages of IFLA. IFLA is looking to purchasing a software for the website that is going to help with translation and helping sections for example make their materiel available in all the other languages beside English which continue to be to dominant language on the website.
Cultural heritage is the other initiative. IFLA has been involved with the blue shield working in Haiti and raising money to build the Arc, which is a preservation and restoration program for damaged printed material. Donna Scheeder encourages members who are interested about this aspect to discuss more with Pascal Sanz who has been very active in it.

IFLA is changing. This is an action oriented IFLA. The program of the conference reflects the Board agenda. She encourage some of the members to go to the President Elect theme planning program on Thursday (8:30 AM).

3.2 2013 Election year
Donna Scheeder also gave some pointers about 2013 election year. The call will go out for nominees for the standing committee. Their can be up to 20 members in a standing committee and there can be up to 5 corresponding members for people who can not commit to coming to standing committee meeting but who want to be part of the communication process. Once the nominations go beyond 20, an election has to be conducted. The chair is either informed of the new members or that an election will go on. The nominations are made by institutions or associations who belong and pay dues to belong to that section. The nominees do not have to be nominated by their own institution. A way to expand some of the diversity is to have an institution nominate someone outside the institution when their people nomination are not up. A member is not automatically renewed; a member has to get himself/herself renominated every 4 years.

Donna Scheeder and Claire Germain will look to speak to the two leaders associates who are from law libraries at the officers’ reception.

Claire Germain emphasized that the difficulty with the economic crisis is that people are eager to come but their institutions have not money.

Blair Kauffman asked if there were some institutions that perpetually nominating people to all or a lot of sections. Donna Scheeder answered affirmatively given the example of Library of Congress, American Library Association, Special Libraries Association which belong to a lot of sections and make nominations.
Blair Kauffman then asked about the trend in membership. Donna Scheeder answered that the number of members has stabilized, but the number of incomes dues to membership is less than it was. There is a trend throughout the world that library association membership is shrinking. Even so the association continue to be member of IFLA, there dues are not as much because their dues have shrunk to a higher paying band to a lower paying band. Some initiatives have been undertaken by IFLA to increase the membership, for example, there is a non-salaried member fee for people between jobs or retiring. There is also the Building strong library association program which propose a special member rate for the first couple of years. Donna Scheeder encouraged the members to read the excellent impact report about this program.

Robert Newlen asked if IFLA funds the expense travel of the leaders associates. Donna Scheeder answered affirmatively, the money being taken from the Bill and Melinda Gates foundation grant. Robert Newlen then asked about the average age of the leaders associates. Pascal Sanz answered that they are between 27 and 50. Donna Scheeder added that IFLA is making a transition from people at the highest level of their library to a broader more representative professiona group from a variety of levels and settings.

Elizabeth Naumczyk mentioned that IFLA is a good affiliation for international organizations. Donna Scheeder suggested that Elizabeth Naumczyk help Claire Germain identify potential interested organizations. IFLA ends up being in Europe every 2 or 3 years, and it would be a good participation even if some organizations come only at that time.

4. Report from the Secretary
Dominique Lapierre highlighted the success of the programs coordinated by Pedro Padilla and Radu P. Popa at the last conference. She explained that the work of the year was spent preparing the program of this conference, as Claire Germain and Elizabeth Naumczyk will comment upon.

The minutes were written in English, French and Spanish to support IFLA Key Initiatives number 5 (Multilingualism Program). Claire Germain thanked Marisol Floren-Romero for translating the minutes in Spanish.

She noted the current membership of the section, which now includes 43 members. This year we must focus on recruiting and advertising to increase the number of members.

5. Report from the Information Coordinator
Valerie Alonzo, the Information Coordinator, was unable to attend the meeting, but she sent a report. Claire Germain read from the report.

During the past year, Valerie Alonzo regularly updated the website. She put the list of the standing committee members with a GoogleMap. She put up various announcements including the call for papers, which was an innovation for the section, the minutes and a photo of the standing committee members. She sent some announcements about our program in Helsinki and also sent e-mails on the IFLA list-serv.

Claire Germain has to research in collaboration with Valerie Alonzo if the law libraries section has its own list-serv.

In San Juan, the standing committee considered several projects such as a midterm newsletter, a Facebook page and organizing a midterm meeting. Unfortunately, the standing committee had not achieved these projects. Valerie Alonzo proposed that with create a newsletter this year in a “light version”. It would be great way to collaborate efficiently and increase the dynamism of our section.

Claire Germain thanked Elizabeth Naumczyk for writing up the call for paper.

6. Report from the Treasurer

Claire Germain reported that IFLA headquarters is trying to constrict the administrative funds for each section. This year we have a budget 200 euros which as been spend on modest gifts for speakers and for “lunch incentives” (fiber bars that will be given at the conference which is held during the lunch hour).

7. Events in Helsinki 2012

Claire Germain summarized the content of the law libraries section main program and she encouraged every member to attend. She noted that Edita Bacic ‘s paper was the first accepted by the Section as a result of the first ever Call for Papers competition organized by the Law Libraries Section.

Session 129: Promoting global access to law: developing an open access index for official authenticated legal information. Part 2: Europe

Claire Germain highlighted the programs that the Law Libraries Section is co-sponsoring:
Claire Germain reminded the SC that it is a strategy we had from past years to co-sponsor sessions in order to attract a good audience and enrich our own experience.

Claire mentioned that a reception on Wednesday at 6:00 PM will be held at the brand new Kaisa House (Main Library University). An e-mail has been sent out with all the details.

8. Planning programs for Singapore 2013

Claire Germain said it was very challenging to plan the program for Helsinki, because Henning Frankenberger who was supposed to organize the program could not do it for personal reasons. This year, we will have to rely on one another to find contacts in Singapore. She noted that there was an observer at the SC meeting from Singapore who might give us some help.

Claire Germain opened the floor to the members in order to discuss the program in Singapore. She mentioned that the Section had a tradition from Puerto Rico to collect the data in order to develop an open access index for official authenticated legal information. The members are all in favor of pursuing this tradition in Asia.

Osborne Oh commented on the legal information of Singapore. He said that because Singapore was a crown colony of Great-Britain, their law is common law. When it comes to digitized case law, they rely on databases such as Westlaw international and Lexisnexis. They also have their own database called Lawnet, which compiles the local case law. A separate database, Hansard, is provided for free by the government for the legislative aspects. They have also international law databases (Australian law
reports for example). The law libraries are separated into different types of library. The Ministry of law makes sure the legal information is accurate. They inherited the cataloguing and the serialization from the British, so the publication is quite similar to the Chancery courts.

Claire Germain asked if there is an interest among members for an introduction to the Singapore law or Singapore law libraries.

Pascal Sanz wandered if we could be more creative about what we want to do with the open session. He reminded next year conference theme, *Future Libraries: Infinite Possibilities*. In his opinion, possibilities of libraries are not infinite because of budget, space or staff constraints. So how can we use the theme showing that in reality, due to cooperation effort, for example in digitizing law collections, we can make the possibilities infinite. It would be good not only to have a descriptive approach, but also to have a more problematic approach with our proposed conference.

Radu Popa commented that the index project is much more than descriptive, it is analytic and comparative. Pascal Sanz asked what shape will the index take. Blair Kauffman answered that for now it has taken the form of published papers. A common template as been created for the purpose of establishing comparison. Marisol Floren-Romero reminded the SC that we are actually at the first stage of the process, the inventory of the data of several countries and than at a second stage we will be able to come up with a measurement standard of the amount of access to information. Blair Kauffman reemphasized that the goal is to raise consciousness around the world about making laws fully and freely available and authenticated. Pascal Sanz suggested that we work in collaboration with FAIFE who already publishes a bi-annual report on the free access to information. We could take knowledge from the way they proceed and try to export their methodology to our project.

Claire Germain mentioned that the inventory does not have to be exhaustive; doing a sampling is fine to get a sense of things. Sally Holterhoff said that the deep descriptions is very helpful, but in order to be able to do a comparison a list of questions and precise definitions are needed and it has to be revised. Blair Kauffman suggested breaking down into 10 or 15 categories.

Marisol Floren-Romero reminded the group that one of the key points in Puerto Rico was that we started from the enactment of “access of information” laws. We found out that not every country had enacted a specific law providing legal information to citizens. The enactment of the law is one step to promote open access to information.
Elizabeth Naumczyk proposed, in order to have a quick view, to send a survey to the law libraries association of the world. Claire Germain said she has conducted a similar project before changing jobs. She still has the raw data.

Marisol Floren-Romero suggested that we either approach people from the country or an expert of the region.

Other topics were then proposed for future programs.

Elizabeth Naumczyk proposed that we explore how law librarians are coping with changes and what sort of innovations they are doing in order to survive or still look appealing. For Pascal Sanz it is difficult to deal with this proposition especially with the law libraries because these are problems that all kinds of libraries are facing. Claire Germain suggested that it could be done in collaboration with another section.

Robert Newlen suggested the idea to discuss social media, because this area is changing a lot. We could talk about things that are done, problems which are faced and opportunities.

Claire Germain asked the members to think about taking the leadership for the organization of next year conference. She approved Pascal Sanz idea to collaborate with FAIFE for the index project. Lilia (Lily) F. Echiverri, who’s already collaborating with FAIFE, may help us in that way.

Marisol Floren-Romero and Radu Popa will work on the program. Radu will contact people who write for Globalex.

Dominique Lapierre will try to go the standing committee meeting (Preservation and conservation; Information technology; Acquisition and collection development) to propose Pascal Sanz’s idea of successful examples of collaboration.

Robert Newlen will talk with the members of Library and Research Services for Parliaments.

9. Discussion: possible development of IFLA standards

Claire Germain asked if anybody is interested in looking at the feasibility of the possible development of IFLA standards. There is a new standards committee and IFLA focuses on information policy. There could be collaboration with the standards committee or the FAIFE committee.
Robert Newlen asked what is the snapshot right now, there are so many organizations dealing with standard, and how do these groups cooperate. Claire Germain mentioned the European commission and the Hague Conference on Private International Law joint conference. They talked about information being authoritative, without using the term authentic. Foreign governments think about putting the laws online, but it is up to the librarian to think about authentication of legal materials and preservation for the long term.

Members then discussed putting online material versus posting authenticated material online, the issue of authenticity of born digital material (where there is no print equivalent), and countries where print versions still exist.

Marisol Floren-Romero et Sally Holterhoff will contact Stuart Hamilton of FAIFE to discussed the matter of the standards.

10. Other possible projects for 2013
Claire Germain went back to Valerie Alonzo’s note. Valerie Alonzo suggested having a simple newsletter which content would come from content we would already put on the website.

Claire Germain reminded us that this is not just communication among ourselves; it is also for the visibility of our section and the recruitment of new members (usefulness of Web presence)

Dominique Lapierre reminded Robert Newlen of last year’s idea to videotape the conference. If we had videotaped last year’s conference in Puerto Rico, it might have given the idea to other librarians to join us. She wondered if the sections are allowed to record and put their conference on the IFLA website. Robert Newlen said that this is a medium that appeals to younger members and which is heavily utilized, as he has learned from recent experience with videotaped lectures at the Library of Congress. He will ask Donna Scheeder for further details about videotaping at IFLA.

The standing committee will come back to the Web presence at the next meeting on Tuesday.

11. Recruitment of new members and publicity
Claire Germain asked the members to try to recruit people they know. It would be great to extend our geographic representation. We are missing people from Australia, South America, Asia.
12. New business
Sally Holterhoff distributed a survey from the Foreign, Comparative and International Law Special Interest Section of the American Association of Law Libraries for people interested in foreign exchange & visit.

Bard Tuseth mentioned the IALL conference in Toronto from September 30th until October 4th. The next conference will be in Barcelona in September 2013.

13. Adjournment
_Respectfully submitted by: Dominique Lapierre, Secretary, revised August 2012_