

## IFLA SECTION LIBRARY BUILDINGS AND EQUIPMENT

### SC Meetings Milan

- I. Saturday 22 August 2009: 8.30 – 11.20 Room Orange 3
- II. Wednesday 26 August 2009: 11.30 – 13.00 Room Turquoise 1

### Minutes (Meetings I & II)

#### 1. Welcome

Karen Latimer welcomed all members of the Standing Committee to Milan and gave an advance apology from the Chairman, Andrew Cranfield, who was unable to attend. She introduced Michael Heaney, the new Chairman of Division IV to which the Section will belong following on from the recent restructuring. She asked if there was agreement on the agenda and this was approved. As introduction she gave a short report on the Coordinating Board meeting which included the following instructions:

those with voting rights should pick up their cards from IFLA HQ;

a paper from the Milan session has to be selected and forwarded to the Division Chair for possible publication in the IFLA Journal;

the Leadership Forum will be held on Sunday 23 August and new and old officers should attend;

all SC members are invited to attend the launch of IFLA publications on Wednesday 26 August;

a meeting of all section officers will be held on Monday 24 August but unfortunately that clashes with the Section's afternoon session.

#### 2. Attendance and Apologies

##### *SC Members Attendance List Meetings I & II*

Jianzhong Wu (I)	<a href="mailto:jzwu@libnet.sh.cn">jzwu@libnet.sh.cn</a>
Sharon Bostick (I)	<a href="mailto:bosticks@umkc.edu">bosticks@umkc.edu</a>
Alessandro Bertoni (I & II)	<a href="mailto:bertoni@unive.it">bertoni@unive.it</a>
Anders Dahlgren (I & II)	<a href="mailto:anders@libraryplan.com">anders@libraryplan.com</a>
Olaf Eigenbrodt (I & II)	<a href="mailto:olaf.eigenbrodt@ub.hu-berlin.de">olaf.eigenbrodt@ub.hu-berlin.de</a>
Karen Latimer (I & II)	<a href="mailto:k.latimer@qub.ac.uk">k.latimer@qub.ac.uk</a>
Ingvild Monsen (I & II)	<a href="mailto:ingvild.monsen@hib.no">ingvild.monsen@hib.no</a>
Laure Delrue (I & II)	<a href="mailto:laure.delrue@lille.iufm.fr">laure.delrue@lille.iufm.fr</a>
Rieke Overbeeke (I & II)	<a href="mailto:davidbroekman@hotmail.com">davidbroekman@hotmail.com</a>
Janine Schmidt (I & II)	<a href="mailto:janine.schmidt@mcgill.ca">janine.schmidt@mcgill.ca</a>
Joaquin Selgas (I & II)	<a href="mailto:joaquin.selgas@mcu.es">joaquin.selgas@mcu.es</a>
Dorothea Sommer (I & II)	<a href="mailto:dorothea.sommer@bibliothek.uni-halle.de">dorothea.sommer@bibliothek.uni-halle.de</a>
Cécile Swiatek (I & II)	<a href="mailto:cecile.swiatek@gmail.com">cecile.swiatek@gmail.com</a>
Kjartan Vevle (I & II)	<a href="mailto:kjartan.vevle@bibsentr.no">kjartan.vevle@bibsentr.no</a>
Perry Moree (I & II)	<a href="mailto:perry.moree@kb.nl">perry.moree@kb.nl</a>
Santi Romero (I & II)	<a href="mailto:romerogs@diba.cat">romerogs@diba.cat</a>
Stefan Clevström (I & II)	<a href="mailto:stefan.clevstrom@kb.se">stefan.clevstrom@kb.se</a>
Cecile Swiatek (I & II)	<a href="mailto:cecile.swiatek@gmail.com">cecile.swiatek@gmail.com</a>

## Observers

Guy Daines (I)	<a href="mailto:guy.daines@cilip.org.uk">guy.daines@cilip.org.uk</a>
Mike Heaney(I until item 7)	<a href="mailto:Michael.heaney@ouls.ox.ac.uk">Michael.heaney@ouls.ox.ac.uk</a>
Ian Stringer (I)	<a href="mailto:ianstringer@googlemail.com">ianstringer@googlemail.com</a>
Neil Davies (I)	<a href="mailto:Neil.davies@brent.gov.uk">Neil.davies@brent.gov.uk</a>
Ayub Khan (I)	<a href="mailto:ayubkhan@warwickshire.gov.uk">ayubkhan@warwickshire.gov.uk</a>
Sebastian Wilke (I)	<a href="mailto:Wilke.sebastian@gmail.com">Wilke.sebastian@gmail.com</a>
Emilie Bettega (II)	<a href="mailto:emilie.bettega@univ-mlv.fr">emilie.bettega@univ-mlv.fr</a>
Markus Münch (II)	<a href="mailto:Markus.muench@schulzspeyer.de">Markus.muench@schulzspeyer.de</a>
Silvie Delorme (II)	<a href="mailto:Silvie.delorme@bibl.ulaval.ca">Silvie.delorme@bibl.ulaval.ca</a>
Ujala Satgoor (II)	<a href="mailto:Ujala.satgoor@up.ac.za">Ujala.satgoor@up.ac.za</a>
Isabel Sousa (II)	<a href="mailto:isabelsou@gmail.com">isabelsou@gmail.com</a>
Doloresa Veilande (II)	<a href="mailto:Dove@mcb.lv">Dove@mcb.lv</a>
Susmita Chakraborty (II)	<a href="mailto:Susmita.chakraborty@becs.ac.in">Susmita.chakraborty@becs.ac.in</a>
Cristina Villela (II)	<a href="mailto:Cristina.villela@poli.usp.br">Cristina.villela@poli.usp.br</a>

### 3. Adoption of the Minutes of SC Meetings held on 9<sup>th</sup> and 15th August 2008 in Quebec.

The minutes were accepted as a correct record and adopted.

### 4. Matters Arising

There was a number of matters arising from the last meetings. Olaf Eigenbrodt, Anders Dahlgren, Santi Romero and Karen Latimer had provided text based on the *Guidelines* covering the four key issues of research, the vision, needs assessment and communication between architect and librarian. Olaf has received translations into French, German and Spanish. Anders circulated the text at the meeting and Olaf will put the information on the website. The Strategic Plan will be discussed at the second meeting. Karen Latimer agreed to find out the status of the Section's accounts in the absence of the Chairman. The members then discussed the issue of an IFLA Library Building Award. Joaquin Selgas had discussed it with Governing Board members and there was general support for the idea if it was not too difficult financially and practically to implement. Dr Wu felt it would not be costly in terms of an award but Anders pointed out that the procedures involved in selection are complex. Karen Latimer pointed out that the Special Interest Group on Sustainability had found a sponsor in the Conservation Section. At further conferences and satellite meetings the Section would encourage young professionals and students to present as had been the case in Turin.

### 5. Election of Officers

Karen Latimer informed the meeting that Andrew Cranfield had completed his full term of office so was not eligible for re-election. Further she had completed her full term as Secretary but was willing to stand as Chairman. Joaquin Selgas proposed Karen for Chair and The Standing Committee unanimously agreed and Karen Latimer accepted the position. She then proposed Dr Dorothea Summer to act as Secretary and this was also agreed unanimously. Ingvild Monsen agreed to continue to serve as the Information Officer.

**6. Report on Turin satellite conference.**

Many of the SC members had attended the very successful conference in Turin which was the result of five sections working together. There were 230 delegates, approximately 130 from Italy. Altogether there were representatives from 21 nations. The conference was reported in the press and radio. Karen Latimer stressed the excellent organisation which was largely due to having a good local organising committee. The conference papers will be available immediately after the Milan conference. It is also hoped that the papers will be published as an IFLA publication. It was noted that two presentations could not be given in person. In future it should be clearly explained that if a paper was accepted it must be presented by the author.

**7. Future conferences and events (moved from agenda item 14)**

Karen Latimer informed members that the 2010 conference would not be held in Brisbane but in Gothenburg. Mike Heaney, Division Chair, pointed out that this had been discussed at length at Governing Board and agreed with the Australians for reasons of funding.

*Milan (moved from agenda item 12)*

The Milan joint session with the Children and Young Adults Section was discussed. Members were reminded that the session would take place on Monday 24<sup>th</sup> August in the afternoon. Janine Schmidt agreed to act as rapporteur (later Dorothea Sommer took over) and Cecile Swiatek, Dorothea Sommer and Joaquin Selgas agreed to provide the respective translations. The session was discussed at the second meeting and it was reported that about 370 – 400 people attended. It was noted that it was an excellent session but somewhat long and perhaps in future there should be time scheduled in for a break.

*Gothenburg*

Satellite conferences are only held every two years and so there will not be one in 2010. The Chairman proposed and members agreed that the session in Gothenburg should be devoted to interior design issues. A sub-group was formed to carry this forward and included Karen Latimer, Dorothea Sommer, Sharon Bostick, Santi Romero, Rieke Overbeeke, Stefan Clevström, Cecile Swiatek and Olaf Eigenbrodt. This group met on Saturday 22<sup>nd</sup> August.

It was agreed that there should be four papers starting with an overview of interior design issues in libraries that would be theoretical rather than a practical case study. This would probably be an invited speaker. A number of suggestions were made including a speaker from the Bauhaus. Members will forward names to Karen Latimer. There would also be more specific papers on lighting, colour and materials although the final choice of topic will depend on the papers received. Dorothea and Karen will draft a call for papers and circulate it to the rest of the group for approval. Kjartan Vevle asked to be included.

The draft call would be circulated by end of September with the final call going out towards end of November to be returned by mid January. Selection will be made and papers selected by mid-February. Papers will be sent to Karen

Latimer who will circulate them with a ranking sheet. Dorothea Sommer will check the IFLA timetable for this.

A proposal was brought to the second meeting by Jeanne Drewes of the Conservation & Preservation Section that the Library Buildings and Equipment section should share a session in Gothenburg on sustainability. It was felt that since that was the proposed topic for Puerto Rico, it would be more appropriate to share a session there.

Karen Latimer reported that she had met with the Art Libraries Section members on Sunday 23rd August but felt a joint session would not be possible. Perhaps a ½ day offsite workshop could be organised with case studies of adapting interiors particularly of historic buildings.

#### *Puerto Rico*

The satellite conference prior to the IFLA 2011 conference in Puerto Rico was discussed. There are two options; a meeting could be held either in Guadalajara, Mexico or in the US. Anders Dahlgren agreed to investigate possibilities as he had been involved in the international competition for the major new library in Guadalajara. A sub-committee to assist Anders was set up and included Sharon Bostick, Karen Latimer, Dorothea Sommer, Alessandro Bertoni and Olaf Eigenbrodt. Members discussed the issue of visas and travel issues in relation to holding a meeting in Mexico and Anders agreed to investigate further. Possible themes for the main and satellite conferences in 2011 were considered, these included the impact of modern technologies, green building issues and libraries and sustainability. The sub-group met on Tuesday 25<sup>th</sup> August and it was agreed that all Section members should look at how they would travel to Puerto Rico and send suggestions as to possible locations for the satellite to Anders Dahlgren so that a final decision can then be taken. The topic was finalised as the effect of new technologies on libraries.

There was a brief discussion about the topic for the Puerto Rico conference and it was agreed that collaborating on either the green buildings/sustainability issue or disaster planning with the Conservation & Preservation Section should be considered.

#### **8. IFLA Journal**

The SC agreed that the article on the library of 100 talents by Karen Bertrams should be recommended for publication in the IFLA Journal and Karen Latimer agreed to forward this to the Chair of Division IV.

#### **9. Newsletter**

Karen Latimer congratulated Ingvild on producing an excellent issue of the Newsletter with help from Olaf as it had been decided to combine the special issue with the regular one. Ingvild reported that she had received good feedback on it and that she already had two articles for the next issue. Dorothea Sommer said she would review the key facts web document and relate the review to the IFLA Guidelines book. Karen pointed out that it was important to use the template set out by Anders Dahlgren for the Fayetteville

Library so that consistent information on the website is provided, also with a view to publishing the best examples eventually. She also stressed that anyone submitting articles with photographs should ensure that they were copyright cleared. The next issues will include a Chairman's report, reports from the Turin and Milan conferences by Rieke Overbeeke and Janine Schmidt/Dorothea Sommer. It will also include two case studies from Majorca (Santi Romero) and from China or another Asian country (Jianzhong Wu). Joaquin Selgas agreed to review the book on libraries in Catalonia by Santi Romero "Library architecture: recommendations for a comprehensive research project, Barcelona 2008". Olaf Eigenbrodt will provide information about the new German DIN standard on library buildings. Ian Stringer (observer) suggested a case study on the library at Albury, Australia, which had been featured at the Turin satellite meeting. At the second meeting it was agreed that Ingvild Monsen would circulate members of the Section to ask if it would be acceptable to publish the Newsletter in e-only format and on the web. She will report back to the next meeting.

#### **10. Website**

Ingvild Monsen as the Information Officer agreed to look at enhancing the quality of the Section's website and Sharon Bostick agreed to assist with this. Janine Schmidt had worked on the biographies and she agreed to circulate her request for biographical details one more time. All information must be sent to Janine Schmidt by the end of September when it will be put up on the website. The website should also provide good links to useful sources and members were asked to send any relevant links to Ingvild. Karen agreed to forward the comprehensive listing of links from Designing Libraries [www.designinglibraries.org.uk](http://www.designinglibraries.org.uk). The summary of the Milan session should also be put up on the website in as many of the IFLA languages as possible.

#### **11. Strategic Plan for the Library Buildings & Equipment Section**

The strategic plan for the section has to be updated. Karen Latimer asked what other tasks apart from the summary of the IFLA Building Guidelines should be focused on. She suggested the topic of post-occupancy evaluation of new library buildings as a possible project. This could be addressed by creating an evaluation questionnaire that could form an appendix to the Guidelines. The Standing Committee agreed that all members would contribute to the development of such a questionnaire. A query by an observer about the influence of virtual libraries on the physical design of library buildings was assured that this had been integral to the thinking of the Standing Committee since the issue of physical vs. virtual libraries was first debated. It had been addressed in the Guidelines as well. There was general consensus that in the first decade of the 21<sup>st</sup> century there has been even more emphasis on the library as a physical place – despite the development of virtual libraries – than in the decades before.

The members of the Standing Committee will read the current Strategic Plan and comment on it by the end of October.

#### **12. Annual Report and Finances**

Karen Latimer and Dorothea Sommer had inquired about the current status of finances at the IFLA office. There is a small sum available for technical support, such as copying or supporting the publication of the Newsletter. Any other finances for projects have to be applied for together with a draft via the head of the division.

**13. Open Programme Milan (see agenda item 7)**

**14. Any other business**

1. It was agreed to arrange a Section dinner on Tuesday night as part of the social event and Kjartan Vevle agreed to organize this.
2. A new book on library space has been published by a former member of the SC, Hellen Niegaard, together with Jens Lauridsen and Knud Schulz: "Library space: inspirations for buildings and design, Danish Library Association, 2009".
3. Karen Latimer will check the terms of office of the members of the SC and let them know, as well as the current number of members [134].
4. It was discussed that the section should become more visible, e.g. by putting a bookmark on Delicious as well as the IFLA Website of the section.
5. The papers of the Turin satellite conference are going to be published by the Academic and Research Libraries Section.
6. Karen Latimer thanked Laure Delrue and Anders Dahlgren for their work on the Standing Committee in the past years.

Dr Dorothea Sommer  
Secretary  
12 September 2009