IFLA Section on Library Services to Multicultural Populations

Minutes of the Meeting

Standing Committee Midyear Meeting
Monday 28th February and Tuesday 1st March 2005 in Rome

Chair: Jane Dreisig

Attendees: Domenico Ciccarello (Italy), Ann-Katrin Ursberg (Sweden), Christine McDonald (USA), Jane Dreisig (Denmark), Kirsten Leth Nielsen (Norway), Souad Hubert (France), Susy Tastesen (Denmark), Yasuko Hirata (Japan), Robert Pestell (Australia), Carmen Madrid (Spain), Benedikte Kragh-Schwarz (Denmark), Clara Chu (United States), Lourina K. de Voogd (Netherlands), Mijin Kim (Canada) new member from October 2005

Visitors: José Rodolfo Hernández-Carrión. University of Valencia. Spain

Apologies: Barbara von Wahlde (United States), Haiyan Kang (United Kingdom), Kristina Virtanen (Finland), Maria Tapaninen (Sweden), Jane Pyper (Canada), Ekaterina Nikonorova (Russia)

No response: Morris Mbasu (South Africa), Ana Asensio (Spain)

Reporter: Kirsten Leth Nielsen

Date: 10.03.2005. Revised 11.04.2005

Agenda:
1. Welcome, Apologies
2. Introduction and Practical Information
3. Minutes of the SC meetings I and II in Buenos Aires
4. Chair’s Report
5. Secretary’s Report
6. Treasurer’s Report

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8. IFLA Oslo, Norway, August 14th to 18th, 2005
9. IFLA Seoul 2006
11. Committee Members Status
12. Definition of “Multicultural” - Status/Summary by Clara Chu
13. An Introduction to Multicultural Librarianship by Yasuko Hirata
14. IFLA New Structure and Organization / Status
16. Strategic Plan / Status

17. Information and Communication Matters / Procedures and Strategy
   - Section Newsletter –
     Issue Contents
     Spring
     Summer
   - Section Website – Status
     Workshop programme/Status
     Pre Conference – Papers from Aarhus and Buffalo
   - Section Archives / Status
   - Leaflet Presenting the Section / Status
   - Update List of members
   - Update mailing-list of members

18. Recruiting new members

19. AOB

1. Welcome, Apologies
   Jane thanked Domenico for arranging the meeting and for all the work he has done to make the
   visit in Rome interesting and comfortable. Jane also thanked all the attendees for coming to the
   meeting. Only two members did not respond to the meeting and we were 13 members attending.
   This was Jane's last midwinter meeting, she said with regret in her voice.

2. Introduction and Practical Information
   The meeting was scheduled 9.00 -16.00 but we agreed to continue for another hour if necessary.
   We will have two visits to libraries tomorrow. The National Library and the Central Library for
   Children with a multicultural collection.

3. Minutes of the SC meetings I and II in Buenos Aires
   There were several corrections to the minutes. Clara was a part of the working group for the
   programme in BBA. A few names and wrong spelling were corrected and Ana Asensio added to
   the list of no response. Kirsten will send the corrected minutes to IFLA Headquarters for
   publication on IFLANET.

   We decided that the schedule for the minutes will be as follows: The minutes will be distributed on
   the listserv no later than one month after the meetings. The committee members will have three
   weeks to respond. After three weeks the secretary will send the drafted minutes to IFLA for
   publishing on the IFLANET.

4. Chair’s Report
   We have had a new deadline for evaluation of the Section. Unfortunately we did not manage to
   hold the deadline in October 2004. Jane informed us of papers and reports from other bodies in
IFLA which were distributed to her only a couple of days before the Section's meeting. We are supposed to respond to those reports. This is not possible on such a short notice. Jane will inform chair of CB that we must have all papers we are required to respond to at least two week before our scheduled meetings.

5. Secretary’s Report
Kirsten went through the work schedule for August 2004- August 2005. The majority of the tasks on the schedule were completed. Those not done will be on the work schedule for March 2005 – August 2005.

6. Treasurer’s Report
The presentation of the Treasurer's report by Susy Tastesen gave rise to discussion of the poor economy of the Section. The Treasurer's report was accepted with no corrections.

Ann-Katrin presented an impressive programme. She informed that they have received 25 papers to evaluate after a call for papers, most of them about staff training. She urged all of us to distribute information about the conference to mailing lists and discussion group lists such as our own national lists, ALA's list, in the Nordic countries to Kitab forum. Please remember that you cannot send information as attachments on those lists. You must send it as links. It was recommended to publish all papers on the web site of the conference ahead of the conference so people could be prepared for the conference and discuss the issues ahead of it.

8. IFLA Oslo, Norway, August 14th to 18th, 2005
We discussed the draft home page of the Swap and Shop and Kirsten will implement the corrections immediately when back in Norway. We also made some changes in the programme. The Swap and Shop session will be the first item and we will invite people to join the celebration at 16 00 hour. Kirsten will send a revised programme on the listserv.

Invitations
All members will send names and email addresses to people they want to invite to Kirsten. Kirsten will send a reminder on the listserv. The invitation will be by online invitations only. Kirsten will distribute the invitations using http://www.evite.com and Clara will assist if technical help is needed.

Award
Kirsten will buy a cd with Norwegian music. Award committee: Benedikte, Lourina, Kirsten and Jane. The Committee will form three criteria for the award. One of them will be “Eye catching”.

Marketing material
1. Revising and reprinting of the Celebrating 20 Years booklet. Jane Dreisig will ask Barbara to do the revision and Statsbiblioteket in Århus to do the printing.
2. Revised Swap and Shop Website on Oslo Public Library server. Kirsten is in charge and will do this immediately when back in Oslo.
3. Revised issue of The Section's Leaflet in Word format will be on the listserv no later than 20 March by Jane Dreisig. All members will translate the leaflet and send the translations to Susy and Robert in PDF format no later than 15 April. Susy will print the leaflets and bring them to Oslo in August. Robert will publish the leaflets on IFLANET before 15 April. For all of you, please remember include date and language on the leaflet.
4. Power Point presentation of the Section (We all send pictures and other material we consider relevant to Domenico. We all also send a sentence or two about why we have joined the Section. If possible with a portrait of yourself. Deadline: 15 April
5. Bags with the text “Use your library” - in 5 languages. Jane Dreisig
6. Revised flyer of the Swap and Shop on the listserv by Kirsten

Budget
Ann-Katrin, Susy and Jane Dreisig will report the status of applying for funding to Kirsten as soon as possible.

9. FLA Seoul 2006
Mijin Kim will join the working group for this session. The other members are Yasuko Hirata, Lourina K. de Voogd and Robert Pestell. The subject of the session will be National libraries and multicultural issues as a broad topic. When cooperating with National Libraries Section we will get a four-hour slot. We agreed to recruit the majority of the speakers from Asia if possible. Lourina will contact the National Library Section as soon as possible to discuss partnership. She will also contact Marcia Zeng, chair of Classification and Indexing Section. Ms. Zeng is recommending a speaker for Seoul and we considered her proposal as relevant for our session.

The working group for this is Robert Pestell (chair), Christine McDonald, Clara Chu, Domenico Ciccarello and Fred Gitner. We agreed to keep the format and the size of the current guidelines due to the fact that we have no other handbooks about the theme to offer. But we will also take a look at the new children's guidelines to see if we can make a shorter version as a handout. The work schedule will be as fellows: the working group will submit a preliminary report before our first meeting in Oslo for discussion at the meeting. The revised edition will be finished in 2006.

11. Committee Members Status
We know that we have at least one new member: Mijin Kim since she attended the meeting.
WELCOME TO THE COMMITTEE MIJIN! We still have no information on numbers of new members. We are unsure of the status of Jane Pyper and Ekatarina Nikonorova. We know that the renomination of Robert Pestell has been rejected and that other members renominated are accepted. Jane Dreisig will contact Headquarters and ask them to remove Morris Mbasa from the committee since he never shows up. As a replacement we suggest Robert Pestell.

We discussed how to renominate new officers and the members of the committee stated whether they wanted to run for the four officers as chair, secretary, coordinating officer and editor of the newsletter. Lourina and Benedikte will revise and distribute the nomination papers on the listserv. Please remember to ask the candidate before you ask a member to run for an office! Lourina and Benedikte will also contact new members to inform them about the procedure.

12. Definition of “Multicultural” - Status/Summary by Clara Chu
We discussed two documents. “The definition of multiculturalism” and “Ten Reasons to Offer Multicultural Library Services”. We had a few corrections to the definition and Clara will revise it. We all agreed that the “Ten reasons ...” is well formulated and adequate but want to add the term multilingual to point 1, 2 and 10. Clara will do that. Clara will send the two revised documents on the listserv no later than 18 March. Lourina will ask her daughter to design a flyer for the two themes i A4 format. Lourina will send the designed flyer in Word and PDF to Robert to publish on our website and to Domenico for the PowerPoint presentation. All members will translate the flyer in near future.

13. An Introduction to Multicultural Librarianship by Yasuko Hirata
Yasuko gave a small presentation of a new handbook for library staff in Japan. In Japan library
services to multicultural populations are a new task so the handbook is very welcome. Chair and secretary received a copy of the book.

14. IFLA New Structure and Organization / Status
We did not submit the evaluation in due time to Headquarters in November and have now got a new deadline 15 November 2005. The deadline within the section will be 1 October. The questionnaire for review of Sections were divided between the following persons:

Part 1:
Factual data. 1-5 Kirsten and Jane Dreisig

Part 2 Evaluative self-criticism:
6-7 Jane Dreisig and Barbara von Wahlde
8-9 Clara Chu
10 Susy and Christine
11 Clara and Robert
12-13 Clara
14 Lourina, Ann-Katrin and Barbara von Wahlde
15 All members!
Benedikte will be coordinator of the work and all members must submit their papers to her before 15 May. Benedikte will send a reminder on the listserv 1 May. The draft document will be distributed by Benedikte 1 June.

15. National Libraries and Cultural Diversity
We had no discussion about this item. Lourina will contact the National Library Section to discuss partnership in Seoul (see item 9).

16. Strategic Plan / Status
Kirsten has revised the strategic plan due to completed actions. The plan will be on the agenda on the meeting in Oslo for a new two years updating. All committee members are asked to read the plan to see if our goals, objectives and actions still are relevant.

17. Information and Communication Matters / Procedures and Strategy

Newsletter

Listserv
The listserv is now hosted by IFLA at last! The Chair and Information coordinator is in charge of it.

Leaflet
Jane Dreisig will send out the revised leaflet on the listserv.

Archives
Benedikte has received the archives from Maria Zielinska. and Indvandrerbiblioteket will host the
archives for the time being.

The Section's web site
The sections web site is incomplete in many ways and we can-not find information about many of our activities such as Satellite meetings, papers from conference sessions etc. All members responsible for an annual conference session or responsible for a satellite meeting within the last 3-4 years will follow up on this issue and hopefully find the missing information. All members will send the information missing to Robert for publication on IFLANET.

18. Recruiting new members
Presently we have 70 members of the Committee which means that membership is declining. This has unfortunately been the tendency for the last 3-4 years now. In accordance to evaluation of sections and the plans of new structure of IFLA this is a scary development. We need a new updated list of members. Jane Dreisig will ask for it and distribute it on the listserv. Jane Dreisig will also distribute the revised list of committee members on the listserv.

19. AOB
Jane Dreisig closed the meeting by thanking Domenico for the very good job he had done arranging the visit in Rome! We have had a comfortable meeting and interesting visits to libraries. Domenico has been the perfect guide!

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# IFLA Section on Library Services to Multicultural Populations

## Work Schedule March 2004 – August 2005

**Please respond to Kirsten when a job is Done!**

<table>
<thead>
<tr>
<th>Theme</th>
<th>Officer in Charge</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Clarification of the functionality of the listserv</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>2 Revised list of section members</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>3 Revise and send on listserv nomination papers</td>
<td>Lourina/Benedikte</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>3a Revise nomination papers</td>
<td>Susy Tastesen</td>
<td>Done before midyear Meeting</td>
</tr>
<tr>
<td>5 20 Years pamphlet to Domenico</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>7 Highlighting the handbook on IFLANET - Officers Corner</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>8 Information about the handbook on listserv</td>
<td>Robert Pestell</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>10 Buffalo papers to homepage - ask Barbara</td>
<td>Clara Chu</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>11 Revised leaflet on the listserv</td>
<td>Jane Dreisig</td>
<td>20 March</td>
</tr>
<tr>
<td>13 Contact National Lib. Section for partnership In Seoul</td>
<td>Lourina K. de V, Robert, Christin, Clara, Domenico, Fred</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>15 Preliminary report of Guidelines</td>
<td>Robert Pestell</td>
<td>Before Oslo meeting</td>
</tr>
<tr>
<td>16 Ask Headquarters to replace Morris Mbasa With Robert Pestell</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>17 Corrected Definition and 10 reasons on the listserv</td>
<td>Clara Chu</td>
<td>15 March</td>
</tr>
<tr>
<td>18 Design of flyer with Definition and 10 reasons In PDF and Word</td>
<td>Lourina K. de V</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>19 Flyer with Definition and 10 reasons on IFLANET</td>
<td>Lourina K. de V</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>20 Flyer with Definition and 10 reasons on IFLANET</td>
<td>Robert Pestell</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>21 Translation of flyer with Definition and 10 reasons</td>
<td>All members</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>22 Revision of the strategic plan</td>
<td>All members</td>
<td>Before Oslo meeting</td>
</tr>
<tr>
<td>23 Updated member list of section on listserv</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>24 Revised list of committee members on listserv</td>
<td>Jane Dreisig</td>
<td>Immediately</td>
</tr>
<tr>
<td>25 Information and articles to Spring issue of Newsletter. See Item 17 in the minutes</td>
<td>Jane Dreisig, Kirsten Christine, Clara, Domenico, Ann-Katrin, Yasuko</td>
<td>Before 15 April</td>
</tr>
<tr>
<td>26 Trace the missing programme information From the Sections session's and conferences</td>
<td>All members Responsible for prog. The last 3-4 years</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>27 Information about the missing programmes To Robert Pestell</td>
<td>All members</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>28 Questionnaire for review of sections. See Item 14 in the minutes</td>
<td>Kirsten, Jane Dreisig</td>
<td></td>
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</tbody>
</table>

Side 1
<table>
<thead>
<tr>
<th>No.</th>
<th>Task Description</th>
<th>Responsible</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>Reminder on listserv for questionnaire</td>
<td>Benedikte</td>
<td>1 May</td>
</tr>
<tr>
<td>30</td>
<td>Draft report review of section on listserv</td>
<td>Benedikte</td>
<td>1 June</td>
</tr>
<tr>
<td>31</td>
<td>Revised Swap programme on listserv</td>
<td>Kirsten</td>
<td>Immediately</td>
</tr>
<tr>
<td>32</td>
<td>Names of guests to Swap ...</td>
<td>All members</td>
<td>15 May</td>
</tr>
<tr>
<td>33</td>
<td>Send out invitations to Swap</td>
<td>Kirsten</td>
<td>July</td>
</tr>
<tr>
<td>34</td>
<td>Criteria for award</td>
<td>Benedikte in charge</td>
<td>Before Oslo meeting</td>
</tr>
<tr>
<td>35</td>
<td>Revision of jubilee booklet – ask Barbara</td>
<td>Jane Dreisig</td>
<td>Immediately</td>
</tr>
<tr>
<td>36</td>
<td>Printing of booklet – ask Statsbibl.</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>37</td>
<td>Revised web site for Swap and shop</td>
<td>Kirsten</td>
<td>Immediately</td>
</tr>
<tr>
<td>38</td>
<td>Translated Leaflet in PDF to Robert and Susy</td>
<td>All members</td>
<td>1 April</td>
</tr>
<tr>
<td>39</td>
<td>Leaflets in all languages on IFLANET</td>
<td>Robert Pestell</td>
<td>1 April</td>
</tr>
<tr>
<td>40</td>
<td>Printing of Leaflets and bring to Oslo</td>
<td>Susy Tastesen</td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Information and pictures for power point Presentation to Domenico</td>
<td>All members</td>
<td>1 April</td>
</tr>
<tr>
<td>42</td>
<td>Revised flyer on listserv</td>
<td>Kirsten</td>
<td>Immediately</td>
</tr>
<tr>
<td>43</td>
<td>Bags with text in 5 languages</td>
<td>Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>44</td>
<td>Status for applying for funding</td>
<td>Ann Katrin, Susy, Jane Dreisig</td>
<td>As soon as possible</td>
</tr>
<tr>
<td>45</td>
<td>Powerpoint presentation of Section</td>
<td>Domenico</td>
<td>Before Oslo meeting</td>
</tr>
<tr>
<td>46</td>
<td>Contact Marcia Zeng</td>
<td>Lourina K. de V</td>
<td>As soon as possible</td>
</tr>
</tbody>
</table>