



**DRAFT MINUTES OF STANDING COMMITTEE MEETING OF THE METROPOLITAN  
LIBRARIES SECTION OF IFLA HELD ON 9 AND 15 AUGUST 9, 2008 IN QUEBEC,  
CANADA**

**Present**

Liv Saeteren (Oslo) (Chair)  
Ai Cheng Tay (Singapore) (Secretary/Treasurer)  
Vicki McDonald (Queensland) (Information  
Coordinator) - 9 Aug  
Sharon Thien (Singapore) – 9 Aug  
Claudia Lux (Berlin) – 9 Aug  
Kathleen Imhoff (Lexington)  
Barbara Lison (Bremen) – 15 Aug

Judit Terma Grassa (Barcelona)  
Louise Guillemette-Labory (Montreal)  
Thomas Galante (Queens, NY) – 9 Aug  
Davorka Bastic (Zagreb)  
Barbara Clubb (Ottawa)  
Dzidra Smith (Riga) – 15 Aug  
Torny Kjesterand – (Norway) – 9 Aug  
(Chair, Div III)

No	Item	Action by
<b>1</b>	<b>MetLib Section of IFLA: Standing Committee Meeting of August 24, 2007 held in Durban, South Africa</b>	
1.1	The minutes of meeting held on August 24, 2007 in Durban, South Africa were passed with no amendments.	
<b>2</b>	<b>MetLib Section Mid-Term Meeting of June 4, 2008 held in Prague, Czech Republic</b>	
2.1	Ai Cheng requested for a note to be sent to all members via Intlub to request for submissions of artefacts relating to the history of INTAMEL.  She further informed the meeting that NLB Singapore has found the past years' record of statistical data compiled by Hannover Public Library and is currently taking steps to digitize them before uploading to IFLA website  Thomas offered to provide names of possible contacts who may possess the required past historical records of INTAMEL.	Vicki          Thomas
2.2	The meeting was informed that Shanghai is no longer available to host the 2011 Metlib conference cum mid-term meeting because of a clash with a World Exhibition that they will be organizing. A new host country will have to be sought.	All to note
<b>3</b>	<b>Benchmarking Criteria Project</b>	
3.1	Jane Pyre has succeeded Josephine Bryant as the new Director for Toronto Public Library.  Barbara suggested inviting Jane Pyre to join the Standing Committee of the Section in view of the work that Toronto Public Library is doing for this benchmarking project.	
3.2	Thomas commented that as the Barcelona project entails the collation and submission of very detailed statistics, he is of the view that it should remain separate from what Toronto PL is currently doing for	

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	<p>Metlib.</p> <p>Louise informed the meeting that there will be an upcoming conference in Montreal in September organized by the UNESCO and the IFLA Section on Statistics. She suggested that we should adopt a similar set of indicators that the other sections of IFLA are using in terms of statistical compilation and benchmarking. Louise will send the results of the Montreal conference to SC members.</p>	Louise
3.3	<p>Liv further suggested that a workshop with advance paper submitted to be organized at the 2009 Metlib conference in Brisbane to discuss this project in greater detail and to ensure alignment with ISO standards.</p> <p>She further asked for a survey to be done among member countries on how they are using the results released each year.</p> <p>Thomas asked if the Section could send an invitation letter to her to attend the 2009 Metlib conference and seek:</p> <ul style="list-style-type: none"> <li>• TPL's continued commitment to this benchmarking project</li> <li>• Confirmation that our project is in alignment with ISO standards</li> <li>• Request for a workshop during the conference or mid-term meeting to deliberate on the project</li> </ul> <p>Ai Cheng will draft the invitation letter to be sent out by Liv, Chair of the Section.</p>	<p>Vicki</p> <p>Liv</p> <p>Ai Cheng</p>
<b>4</b>	<b>MetLib Section Project Updates</b>	
4.1	<p><u>Program of Library Excellence</u></p> <p>Barbara requested for a meeting during the conference week for team members to discuss and provide a firm structure to the project.</p> <p><b>After Note</b></p> <p>At a subsequent meeting held during the week attended by Ai Cheng, Sharon, Barbara and Judit, it was agreed that instead of focusing on such a program, another approach to determine the trends for the future of public or metropolitan libraries may be more pertinent and relevant to the needs of member libraries.</p> <p>The rest of the team members will be notified accordingly and work will commence to firstly determine the impact and implications of changing demographic trends in the various parts of the world on our member libraries.</p>	All to note
<b>5</b>	<b>MetLib Section Conference and Mid-Term Meeting in Brisbane 2009</b>	
5.1	<p>Vicki informed the meeting that they are working to develop a blog site for the conference which will be held from May 10-15, 2009 in Brisbane.</p> <p>Barbara asked if it is possible to arrange for a video-conference for SC members who may not be able to attend the conference to participate in the mid-term meeting.</p>	<p>All to note</p> <p>Vicki</p>

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	<p>The meeting agreed to pilot a web-conference trial at next year's meeting. However, to do so, Vicki requested that the agenda and papers be circulated among members in advance in order to enhance the value and benefits of the web conference.</p> <p>The meeting also agreed to have a half day seminar on statistics and benchmarking at the mid term meeting. Both Barcelona and Toronto could lead the session.</p>	Liv/Ai Cheng
<b>6</b>	<b>Proposed Changes to IFLA Statutes</b>	
6.1	<p>Claudia (President of IFLA and SC member of Metlib) and Torny (Chair, Division III) joined the meeting at this stage and members took the opportunity to seek clarification on the key changes to the statutes such as:</p> <ul style="list-style-type: none"> <li>• New procedures in Officer election (there were talks about recognising Information Coordinators as Office Bearers)</li> <li>• Discussion Groups will be known as Special Interest Groups</li> <li>• Divisional Restructuring with Metropolitan Libraries being grouped under Division I (Library Types)</li> </ul>	
6.2	<p>Barbara commented that with the proposed changes, the Section will have to get to know a whole new lot of people and Sections. She expressed concern over possible competition for project money. She also asked if there is a need to work with new sections within the same division for future open sessions during the IFLA conference or if it is possible to combine sessions with sections from other divisions.</p> <p>Claudia clarified that the procedures for seeking project money will not be changed. The divisional mid-term meeting will cease while the section mid-term meetings will be retained.</p> <p>Thomas asked if IFLA has plans to invite more American libraries to join the organization. Claudia replied that IFLA has a broader network and participation which includes Asia and African countries. Thomas agreed to provide more information about Metlib Section and IFLA to members of the Urban Library Council (estimated 200) and invite them to the 2009 Brisbane conference.</p>	
<b>7</b>	<b>Metlib Office Bearer Election</b>	
7.1	<p>Thomas reported that at the Prague conference in June 2008, a small taskforce comprising him, David and Inga were formed to conduct an informal survey to seek interested members in running for the election. Both Christine and Vicki have expressed interest in the elections. He felt that this is a good idea given that both the Metlib Conference and IFLA Conference will be held in Brisbane in 2009 and 2010 respectively.</p> <p>Torny, Chair, Div III however, cautioned that it is not advisable to have two office bearers of the Section from the same country. IFLA HQ is not favourable towards such an arrangement.</p> <p>She reminded all that the call for nominations for all SC members for</p>	Liv/Ai Cheng

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	Section Office Bearers, Chair of Division and Professional Committee elections should be made in Oct 08. The deadline for the elections is Feb 09. The formal election of Chairman and Secretary of the Section can be done in Milan 09.	
<b>8</b>	<b>Budget</b>	
8.1	<p>Torny explained that each section is accorded a small sum of administrative money each year, the amount is in accordance with the membership size. PC has decided to change procedures resulting in the money being kept by HQ and sections only need to submit invoices to seek reimbursements. Consequently, many sections did not do that and as a result, much money were left at the HQ. The key questions were why sections did not use the money and what to do with the leftover amount.</p> <p>A suggestion from SC members was to transfer the leftover money to project funds. There were other suggestions such as use of the money as honorarium for people doing the legwork for the section's project work, support the Chair's official travelling expenses or printing of the section newsletter.</p> <p>Torny requested for all comments on the use of the admin money to be submitted to her by Dec 08. She further confirmed that Metlib Section has indicated our need for the admin money to be used for the section's project work. Ai Cheng will have to send an official note to Torny to register our request formally.</p>	<p>SC members</p> <p>Ai Cheng</p>
<b>9</b>	<b>Open Session in Milan 2009</b>	
9.1	<p>The meeting agreed that a small working group comprising Louise, Judit and Kathleen will be formed to organize our own 2-hour open session at the Milan 2009 IFLA Conference based on the theme of "Future of Metropolitan Libraries". An invitation will be sent to the Urban Libraries Council and Lyon, France to participate in this open session.</p> <p>The meeting was informed that there will be one open session for metLib and another session to be jointly organised. In this case, a session is being planned with Public Libraries.</p> <p>It was also agreed at the meeting with Div III that MetLib will be the Leader for this open session. Two Options were explored:</p> <ul style="list-style-type: none"> <li>• Inviting Chris Anderson, Author of "The Long Tail" to the session to share about his thoughts on the libraries;</li> <li>• Dividing members into a few groups to focus on one area such as heritage, multicultural areas and for members to share their work on them.</li> </ul> <p>Members preferred the first option. The small group was tasked to work on this offline.</p> <p>Some of the themes suggested for the open session were:</p>	<p>Louise, Judit and Kathleen</p>

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	<p>“MetLib – Framing the Future”  “MetLib – Leading the Way”  “MetLib – Creating Cultural Heritage for the Future”</p> <p>It was also agreed that the session would be a 3 hour session with no break in between.</p> <p>Ai Cheng will send the review of the book to members so that they can read the book before the session.</p>	
<b>9</b>	<b>Open Session in Quebec 2008</b>	
	<p>Liv expressed her sincere thanks to Barbara Clubb for her contributions towards the success of the open session in Quebec. It was well attended and received. She also noted that the first collaboration with the Public Libraries Section was a success. She also commended Louise for chairing the session effectively. Liv also requested that the various presentations be made available at our website.</p>	Vicki
	<p>There being no other business, the meeting ended at 11am and 7pm respectively.</p>	

Recorded by: Ai Cheng Tay

Approved by: Liv Saeteren