

## Reference & Information Services Section Committee Meeting 2 16<sup>th</sup> Aug 2012

Venue: Room 208, Helsinki Congress Centre

### 1. Present (SC Members/Countries)

Judy Ng (Chair & Treasurer/Singapore), Philippa Andreasson (Information Co-ordinator/Sweden), Sara Gube-Josefsson/Sweden), Lilianna Nalewajska/Poland, Jane Weller (Secretary/UK), Morongwa Modiba/South Africa, Rania Shaarawy/Egypt, Elena Lindeman/Russia, Zhong Yongheng/China.

Apologies: Elena Zhabko

### Present (Observers/Countries)

Laverne Page/USA, Li Gunying/USA, Mario Titta/nk, Karolina Kostalova/Czech Republic, Keiso Katsama/nk, Hannele Heiskonen/Finland, Cosmas M Nyath/Zimbabwe, Charles Livermop/USA  
Philippa informed of a potential new co-opted member, Elena Corradini of Italy, who was unable to attend the meeting, but wished to receive the minutes. [ecorradini67@gmail.com](mailto:ecorradini67@gmail.com)

**ACTION: Judy to invite Elena onto the Committee (that would make 3 called Elena!) and Jane to email her the SC minutes.**

2. **Group Name.** There was some discussion at Stockholm about whether to change our section name, to begin perhaps with the word Information and not Reference anymore. Judy suggested "Information and Discovery Services Section" (IDSS) as one possible choice.

The IFLA rules on name changes are fairly flexible, and there are several opportunities throughout the year to request such a change. However, following discussion, including contributions from two of our Observers, the decision was made to further deliberate on this and postpone the name change as there was strong feeling about not losing the word Reference. We need to think about, creating a logo for the section, as has been done by other Sections/Branches e.g. Management & Marketing group.

**ACTION: ALL to consider the design of a logo, based on our current name.**

3. **Sponsorship.** We discussed the possibility of getting a sponsor for some kind of RISS Award, for 2013 and beyond. Some suggested suppliers were Credo, Oxford University Press, EbscoHost, ProQuest, Gale Cengage and Sage. We needed to decide what the Award would be for, what incentives to offer the sponsor in the way of reciprocal publicity, and what "prizes" to ask for e.g. sponsoring a speaker/an ordinary RISS member to attend the Congress; paying for a tea party or buffet hosted by RISS and the sponsor; supporting a project or a poster session etc. Two ideas were proposed, with Rania suggesting a training plan for reference library staff, and Philippa & Sara suggesting an award for the best film (video) illustrating reference services. (which could include training of course). The entries could be from any country and for any type of reference library service, and the winner would have to agree to the film being uploaded free to You Tube and on the RISS webpages, so making it freely accessible to all. [One of the Observers (Laverne Page from the USA) mentioned a Second Life Avatar film showing African Collections in US Libraries, available through the Stanford University reference library site – but this involved being signed up to Second Life in order to view it, so this approach was

too restrictive.] Judy will write a formal letter to Sponsors, once we have some ideas, which can then be emailed to any contacts we have with the various suppliers.

**ACTION:** A small sub-group of **Judy, Rania, Lilianna and Jane** to start work on this project, by contacting potential sponsors, but with input from everyone else. So suggestions please.

**4. Feedback from the Open Session.** We all felt it had gone well, and the lunch with some of the Speakers afterwards was very good. Several of the speakers had positive feedback, on Twitter, during their presentations which they saw afterwards, and Philippa was monitoring this as well.

The official head count was 489, but Jane believed the Committee members and Speakers had not been included in this, so the figure would have been 506. We could therefore legitimately say that we had just over the 500 mark, which was a definite increase on the previous year, unless the SC feels it wrong to include us and the Speakers, who after all had to be present!

We had spare time, as there were not as many questions as we had anticipated, perhaps due to the size of the room and the placing of the microphones making it less easy for the audience to reach quickly. We felt that for next time, the Committee should prepare questions, which the Chair can then ask if the audience doesn't! Also we need both a title slide and an end slide giving our web address, and the title slide can give a twitter hashtag for people to comment/ask questions from the floor which the Chair can monitor as the presentations are going on. We need an evaluation form, which for example asks for topic suggestions **for the following year**, but **not** for comments on the speakers. Morongwa volunteered to produce this and email it round for comments.

We need also to consider whether to nominate one of our Speakers' Papers for the IFLA Journal. There are guidelines as to what is involved on the IFLA website, but we did submit one last year so perhaps should do the same this time? We would need to check with the author(s) that it was not already promised for publication elsewhere, so a decision needs to be made reasonably quickly.

**ACTION: ALL to vote for one of the Papers.** Philippa to create Twitter hash tag for 2013 and Morongwa to create the Evaluation form.

**5. Next year's Open Session.** We had to produce a Title for this, and Sara suggested "Change as a Constant", to be followed by a subtitle that includes the words reference and information. Jane offered as the subtitle, "Infinite possibilities for reference and information services" Both were approved, so the main title for the 2013 Open session will be:

**Change as a Constant: infinite possibilities for reference and information services**

We need now to come up with a series of "themes" to send out with the call for papers, so everyone is to think about this and email suggestions to Jane, by the end of September please.

We have one theme heading already: *Information discoveries in infinite combinations*, but we need at least 6 more.

**ACTION: ALL Committee members, by the end of September, to Jane**

**6. Mid-term Meeting.** As Singapore is likely to be very expensive for travel etc., we decided not to have a mid-term meeting in 2013, but to have one in 2014 as the WLIC will be in Lyon, France. (with apologies to Judy, Yongheng and Morongwa who all live further than the rest of us from France!). We felt that very early in April 2014 was therefore the best time for the mid-term meeting, and Rania most kindly accepted the suggestions made that we hold this in Egypt.

**ACTION:** Rania, to begin to make enquiries about us meeting in Egypt in early April 2014 and to report back by next year.

**7. Reference Guidelines.** IFLA wishes guidelines to be updated by each section, so we need to think about this. Yongheng offered to co-ordinate the views of the Committee, and prepare the final version.

**ACTION:** Judy to do the initial assessment, then ALL to view the guidelines to see where they need changing and updating, then Yongheng to co-ordinate.

**8. Committee Membership & Posts.** Judy reminded everyone that 2013 is the year when some nominations for posts need to be done again and also the year in which we can recruit new committee members, up to a maximum of 20, for the period 2013-2015, as a first term. Jane will send round the list of current members and their dates, and everyone is encouraged to spread the word about membership in their own institutions/countries. We need **active** members only please, as shown by the level of work that needs to be spread around amongst the existing ten of us!

**ACTION:** Jane to email list

**9. Joint Satellite Meeting with IL Section in Singapore.** Judy will involve SC Members to do the planning work.

**ACTION:** Judy

## **10. ACTION POINTS REMINDER!!**

**ALL COMMITTEE MEMBERS.** Item 2. ALL to consider the design of a logo, based on our current name.

**ALL COMMITTEE MEMBERS.** Item 3. **Sponsorship.** A small sub-group of Judy, Rania, Lilianna and Jane to start work on this project, by contacting potential sponsors, but with input **from everyone else.** So suggestions please.

**ALL COMMITTEE MEMBERS.** Item 4. **ALL to vote for one of the Papers.**

**ALL COMMITTEE MEMBERS.** Item 5. **Next year's Open Session.** We need now to come up with a series of "themes" to send out with the call for papers, so everyone is to think about this and email suggestions to Jane, by the end of September please.

**Judy** – Item 1. Invite Elena onto the Committee as a co-opted member

**Judy** – Item 3. A small sub-group of **Judy**, Rania, Lilianna and Jane to start work on this project, by contacting potential sponsors

**Judy** – Item 7. Judy to do the initial assessment...

**Judy** – Item 9. Judy to involve SC members in the planning work.

**Jane** – Item 1. ...and Jane to email her the SC minutes.

**Jane** – Item 4. A small sub-group of Judy, Rania, Lilianna **and Jane** to start work on this project, by contacting potential sponsors...

**Jane** – Item 8. Current membership dates/terms. Jane to email list.

**Philippa** – Item 4. To create Twitter hash tag for 2013

**Rania** – Item 3. A small sub-group of Judy, **Rania**, Lilianna and Jane to start work on this project, by contacting potential sponsors

**Rania** – Item 6. ...to begin to make enquiries about us meeting in Egypt in April 2014

**Morongwa** – Item 4 for the Evaluation form

**Yongheng** – Item 7. ..then Yongheng to co-ordinate.

**Lilianna** - Item 3. A small sub-group of Judy, Rania, **Lilianna** and Jane to start work on this project, by contacting potential sponsors

Many Thanks

Jane

Secretary RISS