

## IFLA Section for Public Libraries

### Standing Committee Meetings

#### During Berlin Conference

**02 and 08 of August, 2003**

#### *Minutes*

<b>Time:</b>	Meeting 1: Saturday, 02.08.2003, <b>08.30-11.20</b> (meeting room: 81) Meeting 2: Friday, 08.08.2003, <b>08.00-10.00</b> (meeting room: 10)	
<b>Location:</b>	International Congress Centre Berlin (ICC), Germany	
<b>Members Present</b>	<u>First Meeting:</u> Assumpta Bailac (AB) Monica Medina Blanes (MMB) Klaus-Peter Boettger (KPB) Elena Boretti (EB) Clara Sinay Budnik (CB) Jarmila Bugetovà (JB) Ngian Lek Choh (NLC) Barbara H. Clubb (BC) <i>Chair</i> Vladimir Firsov (VF) Kerstin Hassner (KH) Torny Kjeksted (TK) John Lake (JL) Tuula Matikainen (TM), Gunilla Konradsson-Mortin (GKM) Florence Poncé (FP) Jan-Ewout van der Putten (JEP) <i>Information Co-ordinator</i> Mary Sherman (MS) Kent Skov (KS) Borge Sondergard (BS), <i>Secretary</i>	<u>Second Meeting:</u> Assumpta Bailac (AB) Monica Medina Blanes (MMB) Klaus-Peter Boettger (KPB) Elena Boretti (EB) Clara Sinay Budnik (CB) Jarmila Bugetova (JB) Ngian Lek Choh <i>Information Co-ordinator</i> (NLC) Barbara H. Clubb (BC) Vladimir Firsov (VF) Karin Kitching (KK) Torny Kjestad <i>Chair</i> (TK) John Lake <i>Secretary</i> (JL) Jingxia Li (JiL) Tuula Martikainen (TM) Gunilla Konradsson-Mortin (GKM) Florence Ponce (FP) Mary Sherman (MS) Kent Skov (KS)
<b>Members Apologies</b>	<u>First Meeting:</u> Bernard Margolis (BM), Jingxia Li (JiL), Morwadi M. Pilane (MP) <u>Second Meeting:</u> Bernard Margolis (BM), Morwadi M. Pilane (MP), Kerstin Hassner (KH)	
<b>Members Absent</b>	<u>First Meeting:</u> Karin Kitching (KK), Nerses Hayrapetyan (NH), Fernando Platero (FPF) <u>Second Meeting:</u> Nerses Hayrapetyan (NH), Fernando Platero (FPF)	

### **1. Opening, Announcements and Documents Check (Clubb)**

The outgoing Chair, Barbara H. Clubb, heartily welcomed everybody to Berlin and to the first meeting. She was very pleased, that so many were able to attend the meeting and noted that only three members have announced apologies. Members present gave a short presentation of themselves, as there were many new faces around the table. More than 15 guests sat in on the business meeting.

KH and TK volunteered to do the Booth duty on Monday.

**Action KH/TK**

### **2. Welcome to New Members of the Committee (Clubb)**

BC gave the new members a short introduction to the work, and she was very pleased by Committee's new Mentor-scheme, that was introduced for the very first time.

The mentor scheme for new members was confirmed as follows:

#### ***New Member***

Monica Medina Blanes  
Morwardi Pilane  
Karin Kitching  
Kent Skov  
Li Jingxia

#### ***Mentor***

Florence Ponce  
Gunilla Konradsson-Mortin  
Kerstin Hassner  
Mary Sherman  
Ngian Lek Choh (During Conference)  
Klaus-Peter Boettger (Post conference)

She strongly urged the newcomers to take advantage of their mentors in order to make the way into the IFLA work easier. Along with the introduction letter and the relevant links to our website we think that we have improved our introduction of new members a great deal. KPB on behalf of his country welcomed everybody to Germany and passed round a very new book on German Libraries. He gave information about the Section dinner on Sunday night.

### **3. Approval of the Agenda (Clubb & Sondergard)**

The Chair moved that Rasheda Begum, Malaysia, be allowed to report from the conference in Penang as item 7a on the agenda. Item 7 (approval of Minutes from Bologna) should consequently be 7b. She also moved that item 15 (review of ongoing project) be dealt with before item 11 (finances) and a report on the UNET project be added to Item 15.

### **4. Programmes for IFLA 2003 Berlin (Clubb)**

- There had been an excellent joint pre-conference on library buildings in France organised by PL and Building and Equipment Section. Over 60 participants. FP was the Section's liaison. FP reported that a CD-ROM will be produced and a website set up to follow up on the work of the seminar. It was noted that a pre-conference seminar will be organised for Oslo in Brenna.

**Action FP?**

- For the Division III Open Forum the PL Section had contributed a part focussing on our project: Life long learning, UNET, Public Library Guidelines, Public Library Manifesto, Libraries and Democracy Discussion Group. Other Sections have also reviewed briefly. John Day, outgoing Chair of Division III, will give a report. Other speakers will be Jens Thorhauge (Denmark), Claudia Lux (Germany) and Grace Kempster (UK)
- Public Libraries Open Forum will focus on Innovation in Public Libraries. NLC has organised a very wonderful programme.
- Gates Foundation Announcement of the Access to Learning Award. All members of the Standing Committee are most welcome
- The PL Section organises the workshop: Inspiring Life Long Learning in Public Libraries. This will be the end of our project on LLL and is organised with exciting speakers by TK, GKM and Britt-Marie Häggström
- The planned joint conference with the Blind's Section was dropped as we couldn't find speakers in time
- The Democracy in Public Libraries discussion group could not be organised for Berlin but will take place in Buenos Aires in 2004. (MS)

### **5. Elections of New Chair, Secretary and Information Coordinator (Clubb)**

The outgoing Chair BC called for candidates for new Chair, Secretary and Information Coordinator. For each position there were only one candidate. For the term 2003-2005 the following will serve as officers:

Chair: Torny Kjekstad, Norway

Secretary: John Lake, UK

Information Coordinator: Nigian Lek Choh, Singapore

The Committee congratulated the new officers and wished them very good luck. BC thanked AB, BS and JEP, who are leaving the committee after a fine job done.

It was decided that the outgoing Chair and outgoing Secretary should chair the rest of the first meeting and that the new officers would take over at the beginning of the second meeting on Friday 8 Aug.

### **6. The Outgoing Chair's Report (Clubb)**

BC reported:

- Finances in good shape
- All new PL Standing Committee members have been assigned mentors
- We must develop a new strategic plan for the next two years by 15 Oct. 2003
- The PL Section has an opportunity to produce a report on UNET and the results of the investigation on Life Long learning in an official IFLA publication. This should be followed up
- A special welcome once again to new members of the committee

### **7a. Rasheda Begum reports on Penang Conference**

A major Library Conference was held in June 2003 in Malaysia. There is a report out, but at this moment only in Malaysian. There had been two special sessions on Public libraries

that have dealt with the dissemination of the PL Guidelines and the actual library situation in South East Asia. There are many problems in relation to Burma and the library situation in Cambodia is very poor. The Conference decided on several recommendations. Philip Gill, former Chair of our Section, spoke at the conference.

(After the meeting it was suggested to make Rasheda Begum a formal corresponding member to the standing committee for PL Section – Torny Kjekstad will have to make the formal request to IFLA HQ)

### **7b. Approvals and Follow-up of the Minutes from the Bologna Meeting, March 2002 (Clubb)**

Minutes have been circulated by email, but can also be found at:

<http://www.ifla.org/VII/s8/news/pl-minutes0303.htm>. The Minutes were approved.

### **8. Reports from Coordinating Board, Division III (Clubb & Sondergard)**

Minutes from the March 2003 Meeting can be found at:

<http://www.ifla.org/VII/d3/div30303.pdf>.

BC and BS reported from CB Meeting 1 of 01 August 2003:

- All sections must conduct a review of their work and impact in the year 2007. A pilot for the review process will be FAIFE. The review will deal with both the past and the future and will consist of two phases: a self-assessment followed by an expert assessment assigned by IFLA. It is not too early to start this discussion within the standing committee at the spring meeting 2004.
- Officers' handbook is coming out in the Autumn/Fall. BC and BS have recommended it to be online if printing would delay things. The Professional Board is divided on the need for a print version.
- Proposal from two Danish librarians for a "young librarians discussion group" within IFLA. Will be referred to the Management of Library Association's Section. The SC had some discussion on this item and we agreed that we need young librarians in IFLA and we are concerned by the fact that in certain well-developed countries young librarians tend to prefer working in the private or scientific library sector instead of public libraries. These are considered dull and old-fashioned and the work badly paid. The Public Library Section should give these problems careful consideration.
- There will be a President Elect Brainstorm programme on Wed. 06 Aug. We are all urged to attend and the PL Section will be in charge of moderating two tables out of eighteen. The purpose is to discuss how each section can contribute to Kay Raseroka's theme: Libraries and Life Long Literacy. The brainstorming will also deal with telecentres in opposition to libraries and there will be two tables on advocacy and indigenous knowledge
- There will be a new structure for future IFLA conferences. They will be shorter and will limit sections programme to one slot only. Best way for more impact is to do joint sessions with other sections and groups. The new structure will be in function as of Buenos Aires (with some minor transition opportunities)
- New Strategic Plan 2004-2005 is due at IFLA by 15 Oct. It will (hopefully) be approved by Professional Committee in December 2003. Officers are urged to check "Officers Corner" on IFLANET

- Final draft for the programme for the Buenos Aires Conference in 2004 must be in by January 2004 rather than March to allow for more marketing. All sections are urged to include Portuguese and Spanish speaking speakers as Brazil and Chile have cancelled their national conferences in favour of IFLA
- Buenos Aires Conference has moved by one day. SC first meetings will begin on the Sunday instead of Saturday
- Coordination Board (CB) of DIV III has to decide next Friday whether to support the establishment of a new Section on Continuing Education. The PL Section very much opposes the establishing of new sections. What we need are fewer Sections!
- For the Friday meeting in CB we should have our requests for small projects (under E1360) ready
- BS will be our representative at the general newcomers session

## **9. Reports from Professional Committee (Clubb & Sondergard)**

Covered by 8

## **10. Report on Membership (Sondergard)**

At the end of July 2003 there were 322 members registered with the PL section. Of these 249 have paid their fees in full for 2003. IFLA HQ expects more payments shortly. We will receive the largest Administrative allocation for 2004! Members of the standing committee would very much like a total members list. Ngian or John will ask IFLA HQ to supply.

**Action NLC/JL**

## **11. Finances (Clubb)**

Financial Report was distributed by email (Clubb). Finances were reported in good shape, but we must spend out certain accounts before the end of this year, and we must make applications for new funds.

## **12. Country Reports**

There were both oral reports from SC members, but also many written reports. Everyone is strongly urged to send their written report by e-mail to Ngian, so she can put it on our website!

## **13. Review of Strategic Plan 2002-2003 (Clubb)**

The Strategic Plan was reviewed and will be updated by BC.

**Action BC**

## **Meeting 2 started at this point.**

TK welcomed KK and LX as new members to the Committee to the meeting and to the observers present at the meeting.

The following amendments to the agenda were made:

To receive a message from Carol Erikson concerning the Access to Learning Award from the Bill and Melinda Gates Foundation through Jessica Dorr from the Foundation.

Jessica Dorr thanked the Committee for its involvement in the awards and on behalf of the foundation hoped that the Committee would continue this in future years by actively encouraging libraries around the world, particularly from countries and continents which were in need of support for IT system based development, to apply for the 2004 award.

**The Committee welcomed this approach and agreed to assist the Foundation in bringing the awards to the attention of appropriate library services.**

**Action all**

#### **14. New Strategic Plan 2004-2005 (Chair)**

TK introduced this item explaining the need to integrate the President's themes towards Lifelong Literacy in our programmes and during discussion the following items were suggested:

- Lifelong Learning – continue by promotion of the work completed.
- Networking amongst library staff
- Encouraging the Public Library to be a stronger lobbying organisation.
- Encouraging the involvement of political members/elected members in the work of IFLA
- Marketing the Public Library Guidelines

FP was concerned that we did not overlook the issue about the IT divide (information rich/information poor) and suggested that a programme could be developed to involve developing countries for Buenos Aires on the theme of helping to minimise the divide. Should we consider a policy statement on this issue for our Committee? KK emphasised the importance that countries needed to be encouraged to take responsibility for their own development in this context rather than a reliance on outside assistance.

BC reminded the meeting of the new programme structure which is aimed at shortening the length of the conference to 4 days as from 2004. All programmes will be of 2 hours in duration whether they are a workshop, open session or discussion group and each Section will only have one slot per Conference. It will be possible to apply for additional programme slots but these will be limited in number and subject to the Professional Committee's approval as usual. This will mean that we will have to be more focused in our planning for the Conference and concentrate our efforts into non-Conference activity which is one of the aims of the new arrangements. It is possible to share slots with other Sections and Regions to get better value from the programme allocation subject to the 2 hour maximum.

Further ideas and actions were discussed as follows:

- Committee to provide information about Library projects for the Gates Foundation as agreed to above and GKM agreed to look into information about SMART HEADS? During the winter of 2003.

**Action GKM**

- KPB thought that any future session on Life Long Learning should only be included as shorter update sessions as a report back.
- KS suggested that there may be useful partnerships made with UNESCO for Education in our work. (Please note that any approach to UNESCO should be done so through or with the permission of IFLA HQ)
- CB suggested that a programme in Buenos Aires regarding basic best practices – “how I did it in my library” would be the right approach in collaboration with Division 8 for Regional Activities. It was agreed that this would be taken forward as an additional programme for the conference.

**Action CB/FP/?**

- NLC – thought we could concentrated on programmes which showed how libraries can deliver service through partnerships in short 10 – 15 minutes sessions.
- TK reported that the Management & Staff Development Section were willing to use their programme time for a joint session concerning skills for librarians in the digital world with our Section to input into the content and speakers.

**Action TK**

In concluding TK thanked everyone for the many ideas and summarized that our main strategies for 2004 – 2005 would be:

- ✓ Marketing the Guidelines - **Action by BC/JBL/KH/BM**
- ✓ Meeting Users Needs - Joint Workshop with the Statistics and Evaluation Section for Buenos Aires. **Action by JL/EB/MB plus AB as a corresponding member**
- ✓ An additional programme for Buenos Aires on libraries for developing countries (see above) entitled *Conquering the Digital Divide* **Action CB/FP/?**
- ✓ Commenting on and lobbying the situation regarding the World Summit (WSIS) – **Action all**
- ✓ Completing the UNET project – **Action ?**
- ✓ Lifelong Learning – publicising the completed project – **Action TK/?**
- ✓ Management & Staff Development joint session on skills for librarians on the digital world. **Action TK**
- ✓ Innovation in Public Libraries programme – **Action KS/KPB/NLC/GKM**
- ✓ Research project on co-operative development between Libraries Archives and Museums. Funds for a small project to be applied for. **Action BC (TK to apply for funds)**. (Update CB agreed to put this forward as a larger project to PC).
- ✓ Advocacy in libraries programme for 2005/2006? **Action?**

## 15. Review of Ongoing Projects

a) Life Long Learning (Kjekstad). There will be the workshop during the conference, which will be the end of the project. The committee discussed if there were better ideas to publish best practises than through a traditional printed book. TK will consider.

**Action TK**

b) Meeting User Needs (Bailac, Boretti & Lake). JL gave a short overview of the present state of the project. After the scoping document the group has worked on a best practice resource list for IFLANET. SC to aim at a workshop in Buenos Aires

**Action JL//EB/MB**

c) Marketing Guidelines (Clubb & Lake). BC presented a very big document on the project which will be on our website shortly. JL presented some proposals for a poster and pamphlet to be taken forward.

**Action JL**

d) UNET (Hassner and Clubb). The evaluation is finished and so is the project. We go for an article in the IFLA Journal and maybe a genuine publication. BC will write the evaluation-group and thank them for their work.

**Action BC**

### **16. Website, Newsletter and Brochure (Information Coordinator)**

➤ PC has discussed the format of newsletters and decided that Sections can send newsletters electronically; 8 paper copies must be sent to IFLA HQ for archive purposes; Sections should send paper copies to all members who request this. Sections can still distribute printed versions, should they so decide, but should also put the newsletter on IFLANET.

➤ **Action NLC**

➤ IFLA HQ has now developed one general brochure 'IFLA Divisions and Sections' which includes the mission statements of all the IFLA Sections. This way interested people can still read about the mission of a Section. Should somebody want more information it is possible to leave his or her details at the booth. During the time that Section representatives are on the booth, they may bring copies of their brochures for distribution. But they must take them at the end of their hour so that there is room for the next group of representatives

➤ NLC attended the introductory briefing session on 4 August and will be communicating actions/information through a listserv for the Public Libraries section in the future.

**Action NLC**

### **17. Programmes for IFLA 2003 in Buenos Aires (Kjeksted)**

See above in item 14.

### **18. Preliminary Programme for IFLA 2005 in Oslo and 2006 in Seoul (Chair)**

See above in item 14.

### **19. Other Reports and Items**

Spring Meeting 2004. GKM and KH welcomed the committee to Sweden during week 10 or 11 or 2004 depending on the dates for the PC and CB board meetings.

The draft programme is:

Wednesday arrive Stockholm then to Ostersund?

Thursday and Friday – Meeting  
Friday evening/Saturday morning – Train/Plane to Malmo  
Saturday – Malmo. Visit Library and stay overnight  
Sunday- Depart.

**Action GKM and KH to make arrangements and confirm.**

## **20. Closing**

The meeting was alerted to the recommendations of the Governing Board regarding a future structure for the IFLA divisions prepared by Sjoerd Koopman dated April 2003. This is available on IFLANET and the Committee was urged to read this in preparation for discussions at our meetings in 2004.

KPB informed the meeting that the German translation of the Public Library guidelines had been completed in the week.

TK thanked everyone for the contributions and looked forward to working as the incoming Chairperson with the Committee over the next 2 years. The Committee congratulated her on being elected chair to the Co-ordinating Board for Division 3 and elected to the Professional Committee.

*Minutes taken by Borge Sondergard & John Lake*