



Document Delivery and Resource Sharing Section

Minutes of the Standing Committee Meeting

Quebec, 9th August 2008

Present: Kim Baker (via Skype); Rose Goodier; Bob Seal; Joan Stein; Jindrisca Pospisilova; Uwe Rosemann; Erokhina Nazedna; Elmelinda Lara; Bob Krall; Daniel Mattes Durrett; Paula Kelsall (observer); Poul Erlandsen (observer); Lynn Sipe

Apologies: Elisa Soares; Jacqueline Gillet; Mary Hollerich; Helen Sakhirei; Margarita Moreno; Li Xiaoming; Assunta Arte

1. Introduction and welcome

Lynn Sipe welcomed Section Committee members to the Meeting. Kim Baker had not been able to attend the Quebec conference, despite booking early, paying for everything early, and applying for a visa early, owing to the Canadian High Commission in South Africa requesting additional documentation. The documentation had been impossible to obtain in time and thus Kim could not obtain a visa for Canada. It was the first time that this had ever happened to her, but apparently others had also been affected. IFLA HQ knew about it and Kim had been liaising with the Secretary General, Professor Peter Lor and HQ staff, all of whom had been very supportive and very disappointed at the approach of the Canadian embassies and commissions. Even last minute intervention did not help. Kim had asked Lynn to facilitate the beginning of the meeting. IFLA HQ and the conference organizers had very kindly arranged for Skype to be set up, so that Kim could at least participate in the SC meetings virtually. Lynn asked the Committee to elect a Chair for the Quebec SC meetings. KB was duly asked, and she agreed to chair the meeting remotely, via Skype. LS then left the Meeting, having formally arranged for KB to chair it.

2. Approval of the Minutes of the Previous Meeting

The Minutes of the previous meeting, held in Nancy in February 2008, were approved as a correct record by the Committee.

3. Chair's Report

KB announced that nominations for new Section Committee members will need to have been submitted by February 2009. Only if the number of nominations were to exceed the number of available places would an election need to take place.

RG reported on the Co-ordinating Board meeting, which had taken place in Quebec on August 8th 2008. The following points had been noted:

- After the Milan 2009 Conference, IFLA's new organizational structure will be introduced, and Leadership Forums will replace the current Co-ordinating Boards from that point onwards.
- It was noted as a matter of concern that over twenty delegates to this year's Conference had been denied visas into Canada, KB being one of them.
- Satellite conferences for Milan 2009 were discussed, and it was reported that eighteen events had already been proposed.
- Each Section Committee will need to inform Lynn Sipe which paper from this year's Open Session should be selected for publication on IFLAnet.
- The President-Elect will be holding a brainstorming session on Tuesday 12th August at 8.30 am. A representative from each Section Committee should attend, and the theme to be addressed will be "Libraries driving access to knowledge"

[JS agreed to attend this session as a representative of the Section Committee]

- A Working Group has been set up to address the issue of administrative funds. Only a small part of the money is currently used, and, if it does not get used, the money goes back to central IFLA funds. Suggestions for spending this money include:
Printing and distributing newsletters; Speakers' travelling costs; Small gifts for speakers; Contributions towards mid-term meetings. It must not be used for self-hospitality. The amount which had this year been allocated to the DDRSSC was 815 euros.
- Statutes will be recommended to IFLA Council on Thursday 14th August for approval, following a previous ballot vote.
- Each Section presented a report on the year's activities to the Co-ordinating Board. Satellites for this year's Conference had been held by The Document Delivery and Resource Sharing Section, the Acquisition and Collections Management Section and the Reference and Information Services Section (jointly); The Government Information and Official Publications Section had also organised a satellite conference in Montreal. The Newspapers Section had held a

mid-term conference in Singapore, and 140 people had attended. Martin Kesselmann stated that the Reference and Information Services Section are currently undertaking a project entitled “How you say Reference” and that country co-ordinators would be needed.

4. Financial Report

Bob Seal reported that he had successfully completed the transfer of the Section’s bank account from Debra McKern, the outgoing Committee Treasurer. There are now 582 euros in the Section account, plus 815 euros of IFLA funds. If the IFLA funds are not spent by December 2008, they will go back into IFLA’s central funds.

It was noted that, if project funds are needed, the Section is required to spend the money first and then claim it back subsequently. It was confirmed that the Skype connection had been paid for out of general IFLA funds, so this did not affect the amount of money held in the Section’s account.

Funding for the printing of the Principles and Guidelines publication will be provided out of next year’s budget. MM and MH, as co-editors, will liaise with BS on this matter.

PE mentioned that 1000 US dollars should also be added to the account, as the Singapore ILDS conference organizers had paid for PE to visit Singapore prior to the conference. This amount had been paid back to IFLA, but should now be claimed back from IFLA’s central funds to the Section funds. KB queried this, as she did not recall anything about this arrangement – the available funds from the ILDS had been ring-fenced to support IL practitioners from developing countries to attend the ILDS – it was hoped that three people could be financially assisted to attend. KB asked if JS could attend the forthcoming meeting with Sjoerd and Uwe on her behalf, in order to clarify the matter.

5. Information Co-ordinator’s report

JS reported that she had made significant updates to the website and had added links and content. The website now reflects our current membership. JS asked for a description of the Model ILL Handbook so that this can also be loaded onto the Web. Mary and Margarita, as co-editors, should supply Joan with the content and copy KB for information.

[Action: MH and MM to supply Joan with a description of the Model Handbook project, and copy KB.]

JS stated that six questions had been submitted to the “Ask an Expert” feature on the website over the past few months. Most of these queries were on the topic of IFLA vouchers, and JS had explained the procedures to the enquirers. There had also been a query from Japan asking for bibliographic and location information. JS stated that, if the

committee wished to develop the “Ask an Expert” facility, then this should be added as an agenda item for future meetings. KB pointed out that this was already on the Strategic Plan, as an area to be developed further.

6. Quebec Conference

KB asked the committee, in her absence, if a Committee member would volunteer to chair the Section’s forthcoming Open Session. JS volunteered to chair the session. UR was scheduled to give a brief overview of the ILDS in Hannover in the first five minutes. BS, JP and BK volunteered to carry out a head count at the Open Session.

JS offered to book a table at Apsara restaurant on Wednesday, 13th August at 8 pm for the Section Committee’s dinner.

7. Planning for ILDS, Hannover 2009

UR announced that he had prepared a short PowerPoint presentation on the topic of the ILDS Conference, which is due to take place from October 20th to 22nd, 2009. The venue will be the Hannover Conference Centre, and about two hundred delegates are expected to attend. The conference will be hosted by three libraries, and the steering group consists of the three library directors, assisted by Nicole Petri.

Decisions need to be made regarding a programme outline, a framework for the sessions and social events. It was noted that the Frankfurt Book Fair might tie in well with the ILDS conference, and thus had become an option for a pre-conference activity for delegates.

Plans for marketing activities, poster lists and press releases are all ongoing. ILDS will be publicized at IFLA Milan and other conferences. Major libraries should be contacted and the conference should be publicized on a number of significant websites. Direct mailings should also go out to Library Associations. The ILDS Hannover website has been set up already and funding from sponsorship packages will be sought. Conference fees will be planned on a similar model to ILDS Canberra, held in 2003.

UR reported that he had arranged a meeting with Sjoerd Koopman on Wednesday 13th August to discuss how best to deal with any profit made from the ILDS Conference. The models previously used for ILDS conferences in Tallinn and Singapore will be looked at. The Singapore ILDS profits were split 80/20 between the Section and IFLA’s central funds. ***[JS also to attend this meeting, at KB’s request, to clarify the US\$1000 seed money issue.]***

KB stated that, after discussion and agreement with Sjoerd, 6500 euros had been made available for granting support for practitioners in developing countries to attend the Conference. However, if we had to refund US\$1000 seed money, this amount would be reduced. Uwe had the expectation of receiving US\$1000 as seed money for the ILDS.

PE announced that he had been liaising with the Rethinking Resource Sharing Steering Committee, proposing that an event on this subject, with particular regard to European perspectives, might be planned as a Satellite in conjunction with the ILDS Conference in Hannover. The Committee concurred that it would be best to address such topics at the Hannover Conference itself, rather than to plan a satellite event. As well as giving European perspectives, it was suggested that a US speaker should also be invited to talk on Rethinking Resource Sharing.

Uwe circulated the draft Call for Papers for the SC to give input on. Topics proposed for the Call for Papers included:

- Co-operation in document supply and interlending (including interlending between countries)
- The national and international experience in Resource Sharing
- Future directions

It was agreed that each two – hour session should take up a morning or afternoon, and that it would be a good idea for a discussion panel to be arranged at the end of the final session.

The Committee would still decide whether there should be just one keynote address for the whole conference, or whether there should be a keynote speaker for each session. A representative from the Max Plancke Society and/or Michael Stephens (Indiana) was recommended as possible keynote speakers. Other ideas for the ILDS Conference included poster sessions and “affinity groups”.

PE reported that the organization of the Rethinking Resource Sharing Satellite in Boston had been the result of a successful collaboration between three different IFLA Sections: The Document Delivery and Resource Sharing Section, the Acquisition and Collection Management Section and the Reference and Information Section. He suggested that future ILDS Conferences might benefit from being planned by all three Sections and the Committee agreed to discuss this proposal at the next meeting.

[Action: UR to send out a draft Call for Papers to KB for sending out to IFLA-L and various listserves. KB to send out the final version of the Call for Papers in October 2008. At that point, UR should also send a shortened version to JS to load onto the website. Proposals and submissions should all have been received by the end of January 2009.]

8. Report back from the Boston Satellite

BK, RG, JP and PE reported back from the Boston Satellite event which had taken place during the previous week at Boston Public Library. The conference title had been *Rethinking Resource Sharing*. 131 delegates had attended, many of them local. Around 70% of attendees were North American, but there were also delegates from the Indian Subcontinent, The Ivory Coast, Europe and Australia.

The conference had included a good selection of thought-provoking presentations on both days. Although the event had been organized by three different IFLA sections, many common themes were apparent. Strategic thought and practical operational details were discussed in equal measure.

The venue had proved to be very attractive, although the acoustics had been somewhat problematic. Despite this, verbal feedback from delegates was generally favourable. An evaluation form will be loaded onto the web.

PE stated that re-thinking resource sharing is currently an issue being talked about in Australia. Should a similar type of Satellite be planned for the Brisbane 2010 IFLA Conference, it was likely to be well – attended. It was agreed that this was worthy of consideration and should be discussed further at a later date.

Three members of the Document Delivery and Resource Sharing Committee had attended the event: Bob Krall, Jindrisca Pospisilova and Rose Goodier.

It was noted that BCR has promised to maintain the website and that JS will provide a link to the Conference's URL on the Section website.

9. Committee Listserve

The setting up of an Open Listserve, accessible to Section members worldwide, was recommended. It was decided that, once the new IFLA website is fully up and running, an Open Listserv should be created.

10. October 2008 Newsletter

The October newsletter will include one paper from the Quebec Open Session, three abstracts, a report back on the Boston Satellite, Calls for Papers for both Milan and the ILDS, and the minutes from the Quebec SC meetings.

[Action: RG to send material for the newsletter to KB]

11. Date and time of next meeting

The next Section Committee Meeting will take place at 8.30 am on Friday, 15th August, 2008.



Document Delivery and Resource Sharing Section

Minutes of the Standing Committee Meeting

Quebec, 15th August 2008

Present: Kim Baker (via Skype); Jacqueline Gillet; Mary Hollerich; Bob Krall; Rose Goodier; Li Xiaoming; Daniel Mattes Durrett; Elmelinda Lara; Erokhina Nazedna; Jindrisca Pospisilova

Apologies: Bob Seal; Joan Stein; Elisa Soares; Margarita Moreno; Uwe Rosemann; Assunta Arte; Helen Sakhirei

1. Introduction and welcome

KB, chairing the meeting via Skype, welcomed all attendees.

2. Conference overview

2.1 Open Session

The Committee agreed unanimously that the presentations at the Open Session had all been of excellent quality, and that the session had benefited from having four very different approaches addressed. Two hundred people had attended, despite the fact that simultaneous interpretation facilities had not been available at the session.

2.2 Section Newsletter selection

The Committee decided that the full text of the paper on Ugandan interlending should be published in the forthcoming Section Newsletter. Details as follows:

Maria G.N Musoke: Document Delivery services enhance access to information resources in remote Uganda.

Abstracts of the other three presentations will also be published in the Newsletter.

IFLA Journal Selection

It was agreed that the Austrian paper should be published in the IFLA Journal, as it was considered to be relevant to a wider readership. The details:

Günter Mühlberger and Silvia Gstrein: eBooks on Demand (EOD): A European Digitisation Service.

2.4 Thanks to translators

KB officially thanked all the translators for their considerable efforts. Those who assisted us:

Chinese: Margarita Moreno (National Library of Australia) arranged for her colleagues, **Wan Wong** and now retired colleague **CP Tang** to assist us with translations into Chinese;

Spanish: Elisa Soares (National Library of Portugal) assisted in translating herself, together with her colleagues, **Teresa Rodriguez Gonzalez** and **Susana Carrasco**;

French: Michael Ireland (CISTI) provided a French translation of his own paper, and **Jacqueline Gillet (INIST)** kindly arranged for the other papers to be translated into French;

German: Günter Mühlberger provided a translation from German into English of his and Sylvia Gstrein's paper

3. ILDS 2009

3.1 Report back from meeting with Sjoerd Koopman

It was confirmed that, during the week, UR and JS had met with SK during the Quebec Conference to discuss financial matters concerning ILDS 2009. As JS and UR have been unable to attend this meeting, they will be asked to report back to the Committee via email. **[Action: KB to ask JS and UR to report back on their discussions]**

3.2 ILDS 2011

PE had suggested at the earlier meeting, that it might be a good idea to plan a joint "Access to Information Conference" (as opposed to an ILDS conference) in 2011. He had suggested that such an event might be organized together with the Collection and Acquisition Section and the Reference and Information Section. After some discussion, the Committee decided that, for the time being, it would be best to retain the current planning structure, keeping a clear focus on interlending and resource sharing issues. There was a concern that, once the unique identity was lost, it would not be easily recovered again. However, speakers on topics such as Collections Management, Reference Services and Special Collections would be welcomed at ILDS.

MH suggested that ILDS Conference web casts might be made available, with a lower level registration fee being charged for internet-only attendees. The Committee agreed that this concept was worthy of future consideration.

KB announced that, in the near future, she would be having discussions with Sjoerd Koopman in order to send out a Call for bids to host the 12th ILDS Conference in 2011. **[Action: KB to liaise with SK]**

It was confirmed that the 2011 IFLA Congress will take place in San Juan, Puerto Rico.

4. Planning for Milan

The title for the Milan Conference will be “Libraries create futures building on cultural heritage”. It was agreed that the Section should hold a single session, and that a model similar to the one used in Quebec should be adopted.

The Committee agreed that calls for papers should include the following broad topics:

- Building new alliances over mutual knowledge
- Alliances with publishers and copyright organizations
- Using document delivery heritage to move into the future
- A presentation on Medical Information (discussing the barriers that new procedures, such as licence agreements, are throwing up with regard to document supply)

KB stated that the Milan theme will require more thought before a final Call for Papers is sent out. She urged Committee members to exchange ideas via the Section’s email distribution list with a view to drawing up a Call for Papers in October 2008.

[Action: Committee members to exchange ideas via email; KB to finalise the Call for Papers and send out in October]

5. Satellite for 2010 Brisbane IFLA Conference

KB reported that she had explored the idea of an Australian satellite with MM, but that they had concluded that a Canberra Satellite would probably not be viable. PE had spoken to Sharon Karasmanis (La Trobe University) and Sharon Howells (University of Newcastle, Australia) who had kindly expressed a willingness to look into organizing a Brisbane Satellite. The Committee agreed that Sydney would be an ideal location, being the gateway to Australia for many international flights.

[Action: KB to follow up with MM, Sharon Karasmanis and Sharon Howells with a view to co-ordinating a Sydney Satellite event]

6. Mid-term Meeting

It was agreed that the mid-term meeting in February 2009 should take place in Hannover. It was suggested that video-conferencing facilities might be made available for those Committee members who are unable to attend in person. The mid-term meeting will be held for one day only, with a tour of the TIB proposed for the following morning. The date of the mid-term meeting will be 19th/20th February 2009.

[Action: KB to confirm with UR, and to check whether Skype, a web cam, or other videoconferencing facilities could be made available.]

7. Model Handbook

MH reported on the ongoing production of the Model Handbook. MM and MH have been teleconferencing to discuss progress, and they have proposed that the Handbook should be published in 2010. The outline of the book has been approved and authors have been identified for each chapter. MH needs to check up on points of U.S Federal Copyright law before being able to commit to full authorship. She may need to be listed as a co-author or co-editor. ***[Action: MH and MM]***

MH asked if an IFLA Style Manual existed. KB agreed to ask IFLA HQ about this, and suggested that other style manuals could be referred to if necessary. It also needs to be confirmed whether the final product will be an IFLA publication, (IFLA have the right of first refusal) or whether to consider other options – should it take the form of a print-only publication or should it also be made available electronically? ***[Action: KB to liaise with Sjoerd Koopman]***

It was agreed that the launch of the Model Handbook should take place in Australia during the IFLA Satellite. KB thanked MM and MH for all their continuing efforts in this important project.

8. Principles and Guidelines

Before the Principles and Guidelines are accepted in their final form, it was agreed that JS's comments should be taken into account. ***[Action: JS to send comments to JG; The document can then be finalized by posting discussions on the email distribution list]***

It was noted that the Principles and Guidelines should be ready for submission by the ILDS Conference in Hannover. Printing costs can be taken out of the Section's budget. There should also be some printed translations available as handouts. JG was thanked for all her hard work in driving and co-ordinating this project.

9. October Newsletter

The Section Newsletter for October 2009 is set to include:

- The Open Session paper on Uganda
- Three other abstracts from the Open Session
- A Boston Satellite report with photos
- Minutes from Quebec
- ILDS Hannover – the Call for Papers
- Country or organization reports are also most welcome

[Action: RG to submit newsletter items to KB]

It was noted that this year's prize-winning IFLA Newsletters had been produced by the following Sections: Audiovisual, Marketing Management and Information Technology. Members of the Committee were encouraged to look at these Newsletters.

10. Letter to National Libraries

A decision has yet to be made as to which National Libraries the letter should be sent to. Debate should continue via email.

[Action: Discussions to continue via email distribution list]

10. AOB

KB agreed to send out to the Listserve, a list of Committee members who will need to be re-elected for their second term from 2009 - 2013, as well as the names of outgoing members. Members were reminded that, once they had served two consecutive terms on the Committee, they would not be eligible for nomination back onto the Committee until after a two year interval. A call for 2009 nominations for all the Committees will go out from Sjoerd Koopman and KB in October 2009.

12. Date and location of next meeting

The next meeting of the IFLA Section on Document Delivery and Resource Sharing will take place in Hannover on 19th/20th February 2009.

Rose Goodier, Secretary, IFLA Document Delivery and Resource Sharing Section

www.ifla.org/VII/s15/index.htm