



# Newsletter of the IFLA Document Delivery and Interlending Section

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## Table of Contents

<b>A Note from the Chair and Secretary</b>	<b>2</b>
<b>Closure of the IFLA UAP/OIL Core Activity and Office</b>	<b>3</b>
<b>Strategic Plan 2002-2003 (Rev. December 2002)</b>	<b>4</b>
<b>8<sup>th</sup> Interlending and Document Supply International Conference</b>	<b>5</b>
<b>Berlin Workshop: Performance Measurement of ILL Operations</b>	<b>6</b>
<b>Open Session: Centralised or decentralised – Which Way to Go?</b>	<b>7</b>
<b>What's happening in the UK? <i>by Penelope Street</i></b>	<b>7</b>
<b>A Salute to Chris Wright <i>by Agneta Lindh</i></b>	<b>8</b>
<b>Minutes of SC Meetings in Glasgow</b>	<b>9</b>
<b>Standing Committee Members</b>	<b>14</b>
<b>News in Brief <i>by Sara Gould</i></b>	<b>16</b>

*This Newsletter is also available on IFLA Net [www.ifla.org](http://www.ifla.org)*

## A Note from the Chair and Secretary

This newsletter looks back and looks ahead. Looking back, we can reflect on a successful IFLA Conference in Glasgow. The minutes from our Standing Committee meetings in Glasgow are included, as is the revised Strategic Plan for our Section. We have included a list of current committee members, knowing that the elections for new Standing Committee members will be held over the next few months. We also salute our previous Secretary, Chris Wright, as he looks toward retirement from the Library of Congress.

The IFLA Universal Availability of Publications Core Activity and Office for International Lending, which has been hosted by the British Library at Boston Spa, United Kingdom for many years, will close with effect from 31<sup>st</sup> March 2003. The remaining UAP staff, Sara Gould and Katharine Rennie will transfer to other duties within the British Library from that date. The UAP staff, including Pauline Connolly and Graham Cornish both of whom recently retired, are to be commended for their tireless efforts in advancing resource sharing and document delivery. Very few IFLA Standing Committees can boast of having a core activity and staff to forward the agenda and track issues. We are grateful to the British Library for their years of support.

The Interlending and Document Supply International Conference will continue. The Standing Committee assumed oversight for the conference, and the IFLA Professional Committee is discussing ways of maintaining closer links with that conference. We hope to see many of you at the next conference in October 2003. An announcement of the conference is included in this issue.

IFLA Headquarters has assumed responsibility for the other key success of the

UAP/OIL – the Voucher Scheme. The Voucher Scheme permits libraries to pay fees without incurring steep bank charges or delays in converting currency. Although details of the transfer are still being worked out, we can assure you that the vouchers in circulation are still valid. We expect to have additional information about the transfer in our next newsletter.

This newsletter also looks ahead with preliminary plans for the Berlin Conference, 1- 9 August 2003. The theme is "Access Point Library: Media-Information-Culture." More information on the conference in general may be found at <http://www.ifla.org/IV/ifla69/index.htm>.

In Berlin, our Section will host an open session and workshop, and we encourage you to attend. Brief descriptions are included in this newsletter and more detail will be included in our next newsletter, one that will be published just before the conference.

As always, we encourage readers of the newsletter to contact us. We strive to make each issue informative, but welcome your suggestions on how to make this communication vehicle even more relevant to your daily operations.

*Mary E. Jackson, Chair*  
([mary@arl.org](mailto:mary@arl.org))

*Poul Erlandsen, Secretary*  
([poer@dpu.dk](mailto:poer@dpu.dk))



## Closure of the IFLA UAP/OIL Core Activity and Office

The IFLA Universal Availability of Publications Core Activity and Office for International Lending, which has been hosted by the British Library at Boston Spa, United Kingdom, since the late 1970s, will close with effect from 31<sup>st</sup> March 2003. The remaining UAP staff, Sara Gould and Katharine Rennie will transfer to other duties within the British Library from that date.

UAP has achieved a great deal over the past 25 years. Universal Availability of Publications has been an ideal and an objective as well as a programme. It has given practical support to those engaged in international interlending by collecting and publicising information about the practice of international interlending, conducting and encouraging research in the area and by providing a range of specialised services.

IFLA would like to acknowledge the contribution of all who have been concerned in this valuable contribution to the ideal of achieving the widest possible availability of published material. In this connection we should especially like to mention Maurice Line and Graham Cornish, both former directors of UAP. We would also like to express our thanks to the host institution, the British Library for generously maintaining UAP and OIL over many years, during times when funding for international activities has been scarce.

Although the UAP/OIL office is closing, we are very pleased to announce that it has been possible to continue some of the successful UAP initiatives.

Responsibility for the Interlending & Document Supply International Conference series has transferred to the IFLA Document Delivery and Interlending Section. The next

conference will be held in Canberra, Australia from 28-31 October 2003. More details can be found at: [www.nla.au/ilds](http://www.nla.au/ilds)

The IFLA Governing Board has decided that the very popular International Interlending Voucher Scheme will continue. It will transfer to IFLA HQ in The Hague. An announcement will be made in the near future about procedures for ordering and redeeming vouchers from IFLA HQ when the arrangements have been finalised. Until then redeemed vouchers and order for new vouchers may continue to be sent to the British Library and enquiries to usual e-mail address: [ifla@bl.uk](mailto:ifla@bl.uk).

The sale of the IFLA International Loan/Photocopy Request Forms will continue to be handled by the British Library in the short term.

Ross Shimmon  
Secretary General

February 2003

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## IFLA Berlin – Final Announcement

Most of you have received the Final Announcement of IFLA 2003 last year, which contains all relevant conference information including hotel booking and registration forms. In case you have not received a Final Announcement, please contact the IFLA 2003 Berlin Secretariat by e-mail at: [ifla2003secr@sbb.spk-berlin.de](mailto:ifla2003secr@sbb.spk-berlin.de) or by fax +49 (0) 30 26 55 88-75

# IFLA Section on Document Delivery and Interlending

## Strategic Plan 2002-2003

*(Revised December 2002)*

### Mission

Division V.'s Document Delivery and Interlending Section is the forum within IFLA for libraries and associations concerned with making information in all formats available throughout the world through a variety of resource sharing, document supply, and interlending techniques.

The Section's primary objective is to extend and improve document delivery and interlending nationally and internationally through the use of new technologies and increased cooperation between and among libraries and document suppliers.

The activities of the Section support a number of IFLA's Professional Priorities, particularly Promoting Resource Sharing. The Section also contributes toward the following IFLA priorities:

- Providing Unrestricted Access to Information;
- Developing Library Professionals;
- Promoting Standards, Guidelines, and Best Practices; and
- Representing Libraries in the Technological Marketplace.

The Section monitors developments and provides information to its membership through a section web site, twice-yearly newsletter, programs at IFLA conferences, support of document delivery and interlending workshops, and cooperative projects with national and international organizations.

### Priorities

**Goal 1:** Monitor innovations and developments in document delivery and interlending management software, organization of and workflow within document delivery and interlending operations, and user-initiated systems and services.

**Goal 2:** Promote the activities of the Section to document delivery and interlending colleagues internationally.

**Goal 3:** Provide continuing education opportunities for individuals working in the document delivery and interlending field.

**Goal 4:** Address the challenges of providing document delivery and interlending services in developing countries.

**Goal 5:** Monitor the financial aspects of document delivery and interlending services.

**Goal 6:** Monitor the impact of digital publishing and electronic journals on document delivery and interlending services.

### Action Plan for 2002-2003

**Goal 1:** Monitor innovations and developments in interlending management software, organization of and workflow within document delivery and interlending operations, and user-initiated systems and services.

1. Develop guidelines for surveying end-users implementing a user-initiated service.
2. Promote and encourage use of systems that exchange interlending requests using the ISO ILL Protocol and emerging user-initiated standards including the National Information Standards Organization (NISO) Circulation Interchange Protocol.
3. At the Berlin 2003 conference, sponsor an Open Session on centralized/decentralized operations

and a workshop on Performance Measurement of Interlending operations.

**Goal 2:** Promote the activities of the Section to document delivery and interlending colleagues internationally.

1. Review, update, and maintain the Section's web-site.
2. Review and update the Section's newsletter and publish two newsletters each year.
3. Review and revise, if needed, the Section's flyers.

**Goal 3:** Provide continuing education opportunities for individuals working in the document delivery and interlending field.

1. Revise the Model Handbook.
2. Collaborate with the Force Foundation and the IFLA Section Libraries for the Blind on promotion and dissemination of guidelines for lending material to the blind and visually impaired, Resource Guide on Access to and Interlending of Alternative Format Materials.

**Goal 4:** Address the challenges of providing document delivery and interlending services in developing countries.

1. Consider programming for IFLA 2004 in Buenos Aires that addresses this topic or submitting an article to the professional literature on this topic.

**Goal 5:** Monitor the financial aspects of document delivery and interlending services.

1. Continue to support and promote the IFLA voucher scheme and work with IFLA Headquarters to ensure a smooth transition of the scheme to Headquarters.
2. Explore options to provide an electronic equivalent in addition to the voucher scheme.

3. Monitor the effect on the supply of articles by commercial and other document suppliers that are required to collect copyright royalty fees.

**Goal 6:** Monitor the impact of digital publishing and electronic journals on document delivery and interlending services.

1. In collaboration with relevant IFLA groups, contribute to an understanding of the impact of licensing and related business models on document delivery and interlending services.
2. Develop a statement on the role of document delivery and interlending in a digital future.



*Breaking barriers: reaching users in a digital world* has been chosen as the theme of the 8<sup>th</sup> IFLA Interlending and Document Supply International Conference. "In one simple statement we wanted to encompass new ways to deliver services to users as well as ways to make our operations more efficient", said Dr Toby Burrows, Chair of the Program Committee, "and we will have an exciting program to nourish people's minds."

Come and exchange ideas, discover new ways of doing things, meet old friends and develop new friendships at the 8th Interlending & Document Supply International Conference to be held at the National Library of Australia in Canberra, Australia, from 28 - 31 October 2003, in the middle of Australia's Spring.

Registration will open in March 2003.

Interlending and document supply is one of the cornerstones of any library's operations. The continuing development of technology and the increasing use of electronic

publications make this an exciting time for the international community to come together to discuss the delivery of quality services to users.

Topics to be considered will include:

- Equity of access
- Empowering the user
- International sharing
- Automating services: lessons learned
- Legal implications of sharing resources: copyright and licencing
- When to borrow, when to buy
- Effects of changes in publishing on sharing resources
- Consortia: new collaborative access mechanisms
- Education for practitioners
- Best practice processes

Join the [email list](#) if you wish to be informed of the latest announcements about the conference.

To be kept informed of the latest developments and announcements about the ILDS conference you can join the ILDS-L conference list.

Calls for papers, information on sessions, speakers, getting to the conference and the social program will all be made to the list.

To subscribe, send an email message to [listproc@nla.gov.au](mailto:listproc@nla.gov.au), leaving the Subject line blank, with the following in the text of the message:

**subscribe ILDS-L  
yourfirstname yourlastname**

To unsubscribe, send an email message to [listproc@nla.gov.au](mailto:listproc@nla.gov.au), leaving the Subject line blank, with the following in the text of the

message:

unsubscribe ILDS-L

A Web-accessible **archive** is available, as well as [tips](#) for communicating with the list server.

The conference home page is found at: <http://www.nla.gov.au/ilds/about.html>



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## **Berlin Workshop to Highlight Performance Measurement of Interlibrary Loan Operations**

The Document Delivery and Interlending Section will host a workshop in Berlin on performance measures for interlending operations. The workshop will be held on Thursday 7 August 2003, 13:30-17:30.

The first speaker will be Mette Krog, University of Oslo Library, Library of Medicine and Health Sciences, Oslo, Norway. The title of her presentation is "How to Achieve Better Performance in ILL, a Norwegian Point of View." Mette was one of several Nordic librarians who participated in the 2001 Nordic ILL Performance Measures Study. She will share characteristics and practical hints that made her ILL operation one of the high-performing operations in the study.

The second speaker will be Mary Jackson, Association of Research Libraries (ARL), United States. She will share preliminary findings of the latest ARL study, Assessing

ILL/DD Services. The study measures mediated and user-initiated services in 75 research and academic libraries in the United States and Canada by tracking unit cost, fill rate, and turnaround time for borrowing and lending activities. She will compare these findings with the 1995-1996 ARL ILL/DD Performance Measures Study.

The third speaker is yet to be confirmed at this time. Sufficient time will be given for participants to interact with the speakers.



## Open Session – Berlin

Please join us at our Open Session which is being held Tuesday 5 August from 10:45 to 12:45. The Session is co-organized with the Cataloguing Section and the theme is: *Centralised or decentralized – which way to go?* The following three papers will be presented:

"The bibliographic advantages of a centralised union catalogue for ILL and resource sharing" / Philip Hider, Bibliographic Manager, SILAS, Singapore

"Document delivery design: systems for users not users for systems" / Peter Stubley, Assistant Director, University of Sheffield Library, UK

"Going Dutch: creating a multitiered networked ILL service" / Johan Stapel, National ILL co-ordinator, Koninklijke Bibliotheek, The Netherlands

## What's happening in the UK

- The UK interlending group, Forum for Interlending (FIL) responded to the consultation about the implementation of the new EU Copyright Directive by sending a letter to the Patent Office. FIL was asking that electronic signatures be specifically made acceptable for copyright declarations and for a grace period to enable procedures to be modified. In doing this, the group was joining with other library professionals and one result of the submissions was to delay the implementation to the 31<sup>st</sup> March 2003 instead of the 22<sup>nd</sup> Dec 2002.
- On the subject of FIL – the group's annual conference was held at the University of Exeter in July 2002. The theme this year was *All Change: Future Scenarios for Information Provision*. The opening address by Sheila Corrall painted a picture of the continually shifting landscape in which we all (regardless of our countries) work, a topic echoed by subsequent papers and workshops. This year's conference theme is *Breaking Barriers* and will take place at New Hall Cambridge from the 7<sup>th</sup> – 9<sup>th</sup> July.
- One of the papers at this year's FIL conference concerned the **Docusend Project** which (with Zetoc, ZBLSA and Xgrain) comprise the Join-Up programme of Distributed National Electronic Resource (DNER) projects funded by JISC. The overall aim of this project is to create an accessible, easy to use one stop integrated journal article delivery service. Docusend aims to bring together a wide variety of document delivery and related services in ways that appear transparent and seamless to the user. Its specific aims are to:

- Create an accessible, easy to use one-stop integrated journal article delivery service.
- Provide seamless access to journal resources from resource discovery through to delivery.
- Develop the capability to act as a national gateway for document delivery requests.
- Build a consortium of content suppliers through partnerships and links with a number of suppliers including traditional resource rich libraries, publishers, JISC data services, learned societies etc.
- Deliver journal articles in electronic format wherever possible (whether born digital or through electronic delivery of print sources).
- Test and, if feasible, implement direct end-user requesting and end-user delivery.

It will deliver requested documents by electronic means, wherever possible. The goal is to test and work towards a cost-effective, quick, integrated docdel service requiring minimum intervention from the stage of the end user requesting the item to the same end user receiving the item.

- The British Library has launched its new BLPCZ service, which provides Z39.50 compliant access to its public catalogue. The service allows fast and easy access to the bibliographic records from the catalogues of the main British Library collections along with suitable retrieval software to download and make use of the library's bibliographical citations. The

public catalogue is also available via the Consortium of University and Research Libraries (CURL) database.

- More news from the British Library. The Union Catalogue of Books (UCB), probably the largest card catalogue remaining in the world is finally being put online. This is certainly the most useful card catalogue for ILL librarians as all items are available for loan via the British Library at Boston Spa. Hopefully the end of 2003 will see all items loaded.

*Dr Penelope Street  
Vet Science & NHS Librarian  
Harold Cohen Library  
University of Liverpool*

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## A Salute to Chris Wright

Former Secretary of the Section, Chris Wright, is retiring from Library of Congress!

Whenever I think of Chris I get a warm feeling in my mind. An intelligent, kind, helpful, professional, surprising person!

I first met Chris at the ILDS conference in Calgary 1995 and thought that he was just another professionally brilliant US librarian. A couple of years later we found ourselves as chair and secretary of IFLA's Document Delivery and Interlending Section. I very soon realized that the secretary was not only a good and experienced librarian but a reliable friend with knowledge in the most various fields.

Chris had – among other things – a journalistic background, something that made our Newsletter more readable than most other.

He also had the ability to meet deadlines and we almost made it – most of the time!  
We served as chair and secretary during two periods and I think that not only the two of us but the whole section had a good time with a friendly and relaxed atmosphere. We also managed to meet and work together, not only at the annual conferences but also in between – in Stockholm and Washington.

During his second period as secretary Chris was elected chair of Division V and was involved in the work of the Professional Board. This happened during a period when many important changes were made within IFLA's structure and Chris' creativity and commitment were of great importance for the development of the organization.

Chris gives the impression of being an analytical and intellectual person and you might get surprised when you learn about his deep love and interest in nature and wildlife. Without his support and advice one of my best journeys ever – through Yellowstone and surroundings – would never have been the once-in-a-lifetime-experience that it became.

The library profession will be poorer without Chris – but I hope his own future life will be rich with lots of hiking, bird watching and horse riding.

*Agneta Lindh  
Former Chair  
Document Delivery and Interlending Standing  
Committee*

*Chef för kundtjänst  
Södertörns högskolebibliotek  
Sweden*

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## Minutes of the First Meeting of the Standing Committee – Document Delivery and Interlending Section

Saturday August 17, 2002  
8:30 – 11:20 a.m.  
Glasgow

### SC Members Attending:

Calff, Carlsson, Erlandsen, Fagerli, Hansen, Jackson, Martey, Mattes, Redse, Rodriquez, Schwersky, Smale, Street

Absent: Chollampe, Creff-Walravens, Hanson, Mbewa, Paques-Ledent, Rosemann, Santiago

Guests: Sara Gould (British Library/IFLA UAP & OIL), David Orman (University of Manchester), Mike McGrath (Editor ILDS), Natalia Berezina (Russian State Library)

### *1. Introductions*

SC members and guests introduced themselves.

### *2. Approval of Agenda*

Agenda item no. 9 (Report from the IFLA Office for International Lending) was removed as requested by Sara Gould. Agenda approved with no further changes.

### *3. Approval of Minutes of SC Meetings in Boston, 2001*

Approved without comments.

### *4. Chairman's report*

The Chair gave a report from the Governing Board (GB) meeting, which took place in March of this year. IFLA is reviewing all core activities because of the severely diminished funding. Mary Jackson was asked to visit the UAP/IFLA Office for International Lending (OIL) and produce a report on the activities of the office which for many years has been supported as well as hosted by the British

Library in Boston Spa. The BL has indicated it will end its support for the office as of March 2003.

The GB voted to discontinue the UAP Programme but found it important to find new homes for the biannual international Interlending and Document Supply Conferences (ILDS) and the IFLA Voucher Scheme. The SC will have oversight over future ILDS conferences and a Task Force on the future of the Voucher Scheme had been formed.

*5. Report from the Governing Board (GB)*  
Mary Jackson who is also Chair of our Division (Division V: Collections and Services) gave a report on the Professional Committee (PC) and Governing Board (GB) meetings held Friday morning. The conference seems already at this stage to be record breaking in Europe with over 4000 participants and 126 stands in the fully booked exhibition.

The GB wants Standing Committees to refresh their Action Plans after the conference. Starting with the Berlin 2003 conference Open Sessions will be limited to two hours and the second SC meeting to one and a half hour as a result of the growing number of simultaneous meetings needed during the conference.

The Chair encouraged SC members to attend Kay Raseroka's Wednesday afternoon programme *Bridging the Digital Divide*.

#### *6. Financial report*

Due to her luggage delays, the Chair hoped she would be able to provide a financial report at the second Standing Committee meeting.

#### *7. Report from the Information Coordinator*

Carol Smale reported that updates to IFLANET has improved immensely. Everything is done very fast and efficiently thanks to Sophie Felföldi at the IFLA HQ.

Our "Ask an Expert" service on the Section's home page is still receiving a fair number of questions, but the volume is manageable for the Information Coordinator who often can find local assistance at the National Library of Canada. A SC member suggested a FAQ on the home page.

#### *8. Glasgow Conference*

Our Open Session speaker from India is unfortunately unable to attend the conference and it was decided not to have the paper read during the session as the programme is full enough as it is.

The Chair thanked SC member Teresa Rodriguez for the Spanish translation of papers which are all up on IFLANET.

Carol Smale and Teresa Rodriguez volunteered to staff the IFLA Booth Tuesday, 20 August, from 11:00 to 12:00.

#### *9. DELETED*

#### *10. Report on the Future of the Voucher Scheme Task Force*

A Voucher Scheme Task Force was formed during the GB Meeting in March with the following members: Mary Jackson (Chair), Poul Erlandsen, Ross Shimmon and Derek Law. Due to Ross Shimmon's recovery from heart surgery this Spring the Task Force will have it's first meeting during the Glasgow conference (Thursday, 22 August). Recommendations will go to the GB first.

#### *11. Future work of the SC*

Poul Erlandsen presented the suggestions from the Chair and Secretary which were an outcome of a meeting they had in April in Washington, DC. The SC was previously informed by e-mail distributed via the section listserv on 17 June 2002. The proposal should

be regarded as an opportunity for SC members to experience a more active involvement in the work of the section, so that work is being done between the conferences not only by the Chair and the Secretary.

The establishment of four subcommittees was approved unanimously. SC members were asked to volunteer for each of the four committees:

- i. Principles and Guidelines (Poul Erlandsen, Penelope Street)
- ii. Conference Programmes (Torill Redse, Hans Martin Fagerli, Daniel Mattes, Poul Erlandsen, Mike McGrath (non SC member))
- iii. Newsletter (Uwe Schwersky, Penelope Street, Poul Erlandsen)
- iv. Strategic Plan (Mary Jackson, Teresa Rodriguez)

SC members not present at this first SC meeting may volunteer for one or more subcommittee on Friday or after the conference. Chairs for each of the subcommittees will be chosen and will be responsible for reporting to the SC. The subcommittees may work by using e-mail but the proposed Midwinter or Business Meeting will if established enhance the quality of the work.

#### *12. Volunteer for Liaison to Division VIII, Regional Activities.*

Daniel Mattes volunteered and will attend the Sunday SC I Latin America and the Caribbean.

#### *13. Plans for Berlin/2003 and Buenos Aires/2004 Conferences*

After a brainstorm for programme ideas the SC decided to let the new Conference Programme Subcommittee commence its work during the conference week. The following suggestions were promoted:

Electronic journals and copyright problems

Centralization versus decentralization of ILL/DD operations

Presentation of the three most recent ILL Performance Measurement Studies (USA, Australia, Nordic countries)

The subcommittee will suggest programme theme for Open Session and may also recommend a workshop to the SC at its Friday meeting.

#### *14. Other business*

There being no other business the Chair adjourned the meeting. The SC will reconvene on Friday to complete work on the Berlin programme and advance planning for Buenos Aires.

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### Minutes of the Second Meeting of the Standing Committee – Document Delivery and Interlending Section

Friday August 23, 2002  
10:15 – 12:15 p.m.  
Glasgow

#### SC Members Attending:

Carlsson, Erlandsen, Fagerli, Hansen, Jackson, Martey, Mattes, Redse, Rodriguez, Rosemann, Schwersky, Smale, Street

Absent: Calff, Chollampe, Creff-Walravens, Hanson, Mbewa, Paques-Ledent, Santiago

Guests: Sara Gould (British Library/IFLA UAP & OIL), Louise Manners (Centre for Information on Beverage & Alcohol, UK), Mike McGrath (Editor ILDS), Lene Stampe (Danish Vet. And Agric. Univ. Library, DK), Gabriele Donner (Austrian National Library, AU), Barbara Tillett (Library of Congress, US), Johan Stapel (Royal Library, NL), Debra McKern (Library of Congress, US)

### 1. Welcome and Introductions

Chairman Mary Jackson welcomed all present SC members and guests to this second SC meeting in Glasgow. Our section is now the 6<sup>th</sup> largest in terms of numbers of members. Short round of introduction followed.

### 2. Approval of Agenda

A proposed agenda was passed around and then approved with no changes.

### 3. Financial report

Our account shows a balance of US\$ 60.82 as of 1 August.

### 4. Subcommittees

The four subcommittees that were established during SC I were presented. SC members who had not already joined one or more of the subcommittees were encouraged to volunteer to do so – now or after the conference. The committees will work during the conferences via e-mail and report to the chair as well as to the SC.

### 5. Review of the Glasgow Conference

#### a. Open Session

All agreed that our program *Global Access to Information: For whom?* was successful and very well attended – almost a full room.

Unfortunately the room was not equipped with a microphone for questions from the audience which was a drawback for the discussions. Nevertheless the audience was very active. The five papers are all up on IFLA Net at:

<http://www.ifla.org/IV/ifla68/prog02.htm#6>

The content of the papers matched perfectly with goal 4 in our Strategic Plan 2002-2003: Address the challenges of providing document delivery and interlending services in developing countries.

#### b. Traffic at the IFLA booth

Carol Smale and Teresa Rodriguez had staffed the IFLA booth during our time slot. Traffic not overwhelming but there had been

visitors who expressed worries about the future of the Voucher Scheme.

c. Report from Division VIII meeting  
Daniel Mattes missed the meeting on Sunday morning thus nothing to report.

d. Suggestions for 3-5 outstanding papers for the IFLA Journal

Please send your suggestions for outstanding papers you might have heard during the Glasgow Conference to Mary Jackson.

### 6. Complete plans for Berlin in 2003

The Conference Programme Subcommittee had met on Tuesday. Poul Erlandsen had chaired the meeting and reported that the Committee had agreed to suggest the theme of the Berlin Open Session to be “Centralised versus decentralised services”. He would like to incorporate the access/record creation element to this theme and therefore the chair of the Cataloguing Section, Barbara Tillett, was invited to discuss the possibilities of a joint programme. The conclusion was that it would be a good idea to co-operate and the working committee was charged to work on structuring the session and finding speakers together the Cataloguing Section.

A workshop on Performance Measurement of ILL Operations was agreed. If possible a paper comparing the North American, the Nordic and the Australian studies should be presented. A paper presenting a practical approach on how to do a performance measurement study in your own library would also be fine.

### 7. Advance planning for Buenos Aires in 2004

Daniel Mattes offered to take the lead in putting together a proposal for an Open Session in Buenos Aires focusing on the ILL and Document Delivery situation in South America.

### 8. Ideas for new projects

Funding is available for small as well as larger projects (in both cases we're talking about small amounts of money). The following project ideas were forwarded:

1. A survey of challenges faced by ILL managers in the near future
2. Country reports from different countries around the world

Mary Jackson will post the deadline for submission of application for project funding to the Section's discussion list.

### *9. Discussion of the desirability of holding a SC Business Meeting outside the IFLA Conference*

(Please consult minutes of SC I Meeting – item 10)

The SC members agreed that a midwinter business meeting would be very helpful and would certainly enhance the quality of the work being performed by the SC. Also this would be the right time of the year for finishing the planning for the coming conference. However more SC members feared that obtaining funding for participation in such a meeting might prove difficult. The SC decided to discuss this further in Berlin.

### *10. Future of the Voucher Scheme Task Force*

Mary Jackson reported briefly from the first meeting of the Task Force held in Glasgow during the conference. As the Task Force must report directly to the GB it was not possible to go into details but both SC Task Force members were convinced that there is a future for the Voucher Scheme but all details need to be identified before a solution is within reach.

### *11. SC Members with unexcused absences from SC meetings*

The IFLA Rules of Procedure adopted in August 2001 states that: "Any member of a Standing Committee who fails two attend two consecutive meetings of the committee without reasonable explanation shall be deemed to have resigned. The place thus

vacated shall be filled according to the provisions in Rule 12.25 and 12.26."

Our SC has at present two such members who will be informed by the chair that they have resigned. Two candidates nominated for the 2001 election received equal number of votes and the fastest loser should therefore be offered to fill the vacancy. The SC recommended that a person from a country not already represented should be asked first.

### *12. Other business or reports*

Sara Gould mentioned that as the IFLA Office for UAP and International Lending is being closed the SC will need to decide a future home for some of the publications still in stock that should be available for the ILL community and others. At least three such publications were mentioned. The Section's Information Coordinator, Carol Smale, offered to keep a supply of these.

Also the newly revised "International Lending and Document Delivery: Principles and Guidelines for Procedure" had been translated into the five official IFLA languages and printed as leaflets. It was suggested that the stock be transferred to the IFLA HQ.

### *13. Adjournment*

The chair adjourned the meeting until next year in Berlin.

## Document Delivery and Interlending Section Financial Report

As of December 31, 2002  
Reported in US Dollars

### INCOME

Balance as of January 1, 2002	\$ 693.14
2002 Administrative Funds	
	<u>\$ 50.83</u>
Total Available Funds	\$743.97

### EXPENDITURES

Travel expenses for  
Poul Erlandsen's meeting with

Mary Jackson in Washington, DC  
\$539.15  
Bank charges \$ 12.50  
Total Expenses \$551.65

Balance as of Dec. 31, 2002  
\$192.32

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## Standing Committee Members

### Explanation of Terms of Office

**1999 appointments:** begin with 1999 conference and end with 2003 conference.

**2001 appointments** begin with 2001 conference and end with 2005 conference.

Standing Committee members may seek reelection to one additional appointment.

F= First Appointment

T=Terminal Appointment

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## News in Brief

### **IFLA Voucher Scheme is moving house!**

Following the decision to close the IFLA Office for UAP and International Lending, a new home has had to be found for the IFLA Voucher Scheme. We are now able to announce that the management of the Voucher Scheme will be moving to IFLA Headquarters in The Hague, Netherlands.

Everyone who uses IFLA Vouchers to pay for international ILL requests will be notified individually soon with further details, including a changeover date.

In the meantime, please be assured that the IFLA Voucher Scheme will continue to operate without change. We will try to ensure that the transfer from Boston Spa to The Hague will be as smooth as possible. Please continue to send all orders for new vouchers, redeemed vouchers and all communication regarding the Voucher Scheme to the usual address at Boston Spa.

The IFLA Office for UAP and International Lending will remain in operation until the end of March 2003.

### **IFLA Request forms will remain at Boston Spa**

The British Library Document Supply Centre has agreed to continue to sell packs of IFLA International Loan/Photocopy Request Forms on behalf of IFLA, even after the closure of the Office for UAP and International Lending.

These forms are valueless paper request forms, recognised by most libraries around the world as an acceptable request method for libraries that still need to send postal requests but do not have their own forms. The British Library has been responsible for selling the forms, which come in packs of 100, on behalf of IFLA for many years. By some curious historical twist, the Office for International

Lending has not been involved with the sale of the forms for some time, and this service will not be affected by the Office's closure. Sales of the forms have been declining for some years, and the DDIL Standing Committee will take on future responsibility for the forms, including seeking a new sales point by August 2004.

Full instructions for buying the International Request Forms can be found at <http://www.ifla.org/VI/2/intro.htm>

### **Interlending & Document Supply International Conference series**

The ILDS International Conference has always been organised by the IFLA Office for International Lending in co-operation with the local organisers, usually the national library association or national ILL body. With the closure of the IFLA Office for UAP & International Lending, overall responsibility for the Conference series has passed to the DDIL Standing Committee. They will continue to work with local ILL organisations to initiate interlending conferences of the same high standard we have come to expect. The 8<sup>th</sup> Interlending & Document Supply International Conference will be held in Canberra, Australia in October 2003, and is being organised by Australia's National Resource Sharing Working Group. Full details can be found at <http://www.nla.gov.au/ilds/>

### **Other UAP / OIL activity**

All other areas of work carried out by the IFLA Office for UAP and International Lending are in the process of being closed, or passed over to other groups within IFLA. A small sub-committee of the DDIL SC has been set up to look after the *International Lending Principles and Guidelines*. The Office has also acted as Secretariat to IFLA's Committee on Copyright and other legal Matters (CLM). This work has also been redistributed within IFLA.