1. **Call to order** The Chair, Kerry Smith, opened the meeting at 11.30 am.
2. **Apologies:** Steffen Ruekl.
3. **Adoption of Agenda:** The agenda as previously circulated by Secretary Marian Koren was adopted.
4. **Minutes of previous SC meetings Boston 2001:** were accepted
5. **Matters arising** from previous minutes. There was none.
6. **Glasgow conference**
   - Information from PB and CB VII meetings Friday 16th August
   - PC decisions on open sessions will last 2 hours, starting in Berlin 2003
   - Liaison person to Division VIII requested: probably K. Smith.
   - Glasgow Declaration, to be presented to the council meeting
   - Core Activities: host and funding are at risk. PC to consider measures.
   The reduction in general IFLA funding was discussed including the demise of the Danida grants. This now means IFLA will need to revert to schemes like the Library Association has; The French have 15-20 grants; Sweden has travels grants for libraries; Finland has grants for librarians and for students. Info should be attached to the IFLA-website on funds to apply for.
   There was discussion on the proliferation of sections and the limit to sections. Their number has increased as Round Tables become Sections. As well, when Sections plan their conference programmes, this planning should be in relation to the conference theme and the professional priorities; revision needed.
   - LTR-activities in Glasgow:
     - Workshop LTR on *Political Perceptions of the Public Library* on Wednesday 21 August room: Castle 2; preliminary results from the survey; a report from Uganda has been received: Netherlands is working on it; it is hoped that the workshop will recruit some other national researchers. There are general difficulties in contacting politicians. Group discussions will be based on quotations in a workshop booklet, which will be handed out. Contributions by Bob Usherwood and Kerry Smith.
     - Full day Workshop ‘Measuring Impact and Outcomes’ on Thursday 22 August together with Statistics Session and Northumbria Lite Group. Contribution by Bob Usherwood with Kerry Smith to assist with some welcoming remarks at the beginning of the session.
7. **Strategic Plan 2002-2003**
   The LTR strategic plan was discussed and the following noted:
   - cooperation with Public Libraries – still to be done
   - theme for Buenos Aires: *Libraries: tools for education and development*. Daniel Rios as contact?
   - Potential collaboration with university libraries on a joint research project about Performance indicators for scholarly communication
   - Question for Ragnar Aurundsson (not present): continue to propose project on Methods? Ilkka Makinen has mostly worked with an historic approach.
   - Lars Höglund and Bob Usherwood will go off as SC-members after Berlin; discussion led to the suggestion to promote associate members of LTR.
   - SC will consider research related to the Digital Divide (contribution to the Present-Elect programme).
   Kerry Smith to incorporate changes and email revision(s) to Steering Committee for comment.
8. **Section Newsletter**

Two issues were published: Thanks to Beverly Lynch for her contribution in the last Newsletter and Wilda Newman for her efforts for all issues. Expenses are an issue. Postage is up in the USA. The last issue cost US$16.70 dollars for the 150 copies. The most recent issue was sent mainly electronically. Discussion concluded with the following resolution forwarded to the Info-officers coordinating meeting, and to CB and the PC:

LTR requests that IFLA PC revise its newsletter policy so that sections can
- send their newsletters electronically;
- keep paper copies as necessary for archival purposes only;
- continue to send paper copies to section members as long as they do not have e-mail access.

Moved: Smith, Seconded: Newman.

9. **Listserv**: 36 subscribers to LTR-L.

10. **Webpage**: almost updated; there are still some outstanding annual reports.

11. **Leaflet**

An update has been made, some 150 copies in print are available in Glasgow; also in PDF-file on iFLANET; thanks to Marian Koren for her efforts. Translations will be required. Proposed names: French: Pascal Sanz; Spanish: Daniel Rios; German: Steffen Ruekl; Russian: through Ragnar to Robert Vaagan

12. **Financial report**

The SC saved some money by having one issue of the newsletter sent, mainly electronically. It was decided to use the remaining budget for marketing the Section membership and to mailing membership information to key library schools and/or press release to library journals.

13. **Berlin Conference 2003**:  
Theme: **Access Point Library: Media – Information - Culture**  
- Satellite sessions:
  - Performance Measurements in Libraries and Information Services with the IFLA statistics section and Northumbria Lite;
  - Ethics of Librarianship, with FAIFE: committee decided that this should be included in the Conference programme and this would be stressed to FAIFE.
- Open and workshop sessions
  - Open session: presenting the project: (Cooperation with Public Libraries and call for papers)
  - Workshop: (Keep this slot open for session on Ethics)

14. The Chair **closed** the meeting at 2.20 p.m.