



**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND  
INSTITUTIONS**  
**DIVISION OF BIBLIOGRAPHIC CONTROL**  
**SECTION ON CLASSIFICATION AND INDEXING**  
**Standing Committee**

**Meeting Minutes**

**67th IFLA Council and General Conference  
Boston, USA**

**First Meeting**

**Saturday, 2001 August 18, 08:30-11:20  
Room 200, Hynes Convention Center**

Members Present	Marie Balikova; Vanda Broughton; Leda Bultrini; Lois Mai Chan; Björn Dahla; Friedrich Geißelmann; Martin Kunz; Pia Leth; Ia C. McIlwaine (Chair); Max Naudi; Jesús Jiménez Pelayo; Gerhard J.A. Riesthuis; Edward Swanson (Secretary/ Treasurer); Marie-Martine Tomitch; Júlio Vaz; Maria Witt; Ekaterina Zaitseva; and, Marcia Lei Zeng.
Regrets:	Jon Anjer; Magda Heiner-Freiling; and, Adriana Király
Members Absent	Marje Aasmets; Michel Fournier; Elisabet Lindkvist Michailaki; Irina Tsvetkova; and, Pisayada Vidanapathirana

Also in Joan S. Mitchell (United States); Nancy Williamson (Canada); Dorothy McGarry (United States); David Miller (United States); Harold Thiele (United States); Erika Banski (Canada); Julianne Beall (United States); Sten Hedberg (Sweden); Sha-Li Zhang (United States); Antonia Fontana (Italy); Giles Martin (United States); Sandy Roe (United States); Susan Snyder (United States); Maxine Sherman (United States); Johan Stapel (Netherlands); Mary Burke (Ireland); Thordia T. Thorarinsdottir (Iceland); Dawn Lawson (United States); Barbara Tillett (United States)

1. **Welcome and introductions**

The meeting was called to order at 08:37 by the Chair, Ia McIlwaine. Members and guests introduced themselves.

She welcomed the new members of the Standing Committee who take office at this conference: Marie Balikova, Czech Republic; Vanda Broughton, United Kingdom; Leda Bultrini, Italy; Björn Dahla, Finland; Martin Kunz, Germany; Marie Witt, France; and Ekaterina Zaitseva, Russian Federation, as well as those members who were elected to a second term this year: Marje Aasmets, Estonia; Lois Mai Chan, United States; Pia Leth, Sweden; Max Naudi, France; Júlio Vaz, Portugal; and, Marcia Lei Zeng, United States.

The Standing Committee voted its thanks to the members who are retiring at this conference: Jon Anjer, Norway; Michel Fournier, Canada; Friedrich Geißelmann, Germany; Magda Heiner-Freiling, Germany; Elisabet Lindkvist Michailaki, Sweden; and Irina Tsvetkova, Russian Federation.

2. **Minutes of the meetings at Jerusalem Conference, 2000**

The minutes of the meetings at Jerusalem on 2000 August 12 and 18 were approved as distributed.

3. **Matters arising not mentioned elsewhere on the agenda**

The Chair noted that the members of the three standing committees in Division IV are invited to a social hour on Monday from 13:00 to 14:00 in Room 209.

4. **Financial report**

Edward Swanson, Secretary/Treasurer, distributed a financial report covering the period 2001 January 1-August 1. At the end of 2000 there was a balance on hand of USD 618.38, all in administrative funds. A distribution of USD 50.90 in administrative funds and one of USD 1,633.95 in project funds were made for 2001. Thus far USD 92.55 in administrative funds has been expended for printing and mailing the *Newsletter* and USD

1,230.10 in project funds has been expended for the Working Group meeting, leaving balances of USD 576.73 in administrative funds and USD 403.85 in project funds.

**5. Election of Section Chair and Secretary for 2001-2003**

Nominations for Chair included:

Edward Swanson, proposed/seconded by Pia Leth and Adriana Király, and Pia Leth, proposed/seconded by Max Naudi and Martin Kunz. Pia Leth was elected on a written ballot.

Nominations for Secretary included:

Ia C. McIlwaine, proposed/seconded by Pia Leth and Adriana Király. There being no further nominations, Ia C. McIlwaine was declared elected.

The Standing Committee decided to combine the office of Treasurer with that of Chair.

**6. Section developments since the last meeting**

Ia McIlwaine and Edward Swanson attended the Division IV Coordinating Board meeting in Minneapolis in April.

More than 80 people from 15 countries attended the satellite meeting on the topic, "Subject Access in a Networked Environment", held in Dublin, Ohio, the week preceding the IFLA Conference. Following a keynote address by Clifford Lynch, six general sessions were held, and more than fifteen papers were given on the topic.

The Chair noted the great assistance given by OCLC and its staff members, and especially Joan Mitchell, in making sure that everything was organized so well. It is possible that there will be a profit, which will belong to the Section. If so, the Section might consider donating some of it to the UBCIM Office.

Marcia Zeng agreed to continue as Information Coordinator for the Section. The question was raised about putting the *Newsletter* on IFLANET. It was agreed that this would be a good idea. It is the view of IFLA Headquarters that sections need to continue to publish their newsletters in paper copies even if they are on IFLANET, because they are one of the few tangible benefits that members of the section receive. Max Naudi agreed to take over the duties of editor.

**7. Report from Division Coordinating Board**

The National Library of Canada has decided to withdraw from hosting IFLANET. It is possible that IFLANET and UDT responsibilities will be split between two institutions.

English-language evaluation forms were distributed in the conference attendees' bags. Forms in the other IFLA languages are available in Room 102 and at the IFLA booth.

A questionnaire has been distributed about the *IFLA Journal* asking for suggestions for future issues. No particular suggestions were put forth by the Standing Committee. Ideas are also being solicited about future monographic issues relating to our Section.

**8. Report of Working Group on Subject Access to World Wide Web Resources and Digital Libraries** (Agenda item 9)

Marcia Zeng, chair, reported for the Working Group. They have examined about 60 English-language Web sites or projects so far. It would be helpful if Standing Committee members could volunteer to examine Web sites in their languages. The Working Group would like to see more examples, particularly non-English ones.

It is hoped that to have a more complete report at the Glasgow conference. Information also will be printed in the *Newsletter*.

**9. Boston Conference program** (Agenda item 10)

Two of the speakers scheduled for the Section's Open Programme on Tuesday are unable to attend. The other two papers will be given, followed by a panel discussion on education relating to subject knowledge organization in Canada, the United Kingdom, the Netherlands, and the United States.

The Division Open Forum on Monday will include reports from the three Section chairs, the UBCIM Office, and the FRANAR and Multilingual Thesauri Working Groups, as well as a report on the satellite meeting.

The Section will co-sponsor the workshop put on by the Permanent UNIMARC Committee on Thursday.

A proposal for a new working group has been received from the Section on Bibliography. This will be discussed at Friday's meeting.

**10. Section's Strategic Plan, 2001-2005, and discussion of future directions/projects** (Agenda item 11)

The draft Strategic Plan that was distributed at the meeting will be discussed at Friday's meeting.

**11. Glasgow Conference plans, 2002** (Agenda item 12)

A whole-day workshop is being planned in conjunction with the Section on Cataloguing and the Library Association Cataloguing and Indexing Group. More information will be

available after the Division Coordinating Board meeting on Friday. This might include the Italian archive-library project and the German library-museum project (MUSE). One possible speaker is Jan Van der Starre from the Netherlands in relation to teaching the integrated program in that country. The theme “Changing Role of Traditional Tools for Subject Access” was suggested.

(Further discussion took place at the Standing Committee meeting on Friday. It was decided that if there needs to be a choice between holding the workshop on Sunday and holding it on Thursday, the preference would be for Sunday. Edinburgh is being considered as the venue. The incoming Chair will take responsibility for the Section Open Programme and Ia McIlwaine will be the link person for the workshop.)

The theme for the Section’s Open Programme will be “Compatibility and Integration in Subject Retrieval”. Suggested topics included reports on the MACS Project, Renardus, the HILT Project. There might be an overview of the different mapping projects arising from the satellite meeting, possibly a panel discussion--names suggested, Marcia Zeng, Lois Chan, Inês Cordeira. It was decided that this could be left as a back-up.

**12. Report of Working Group on Guidelines for Multilingual Thesauri (Agenda item 8)**

The Working Group held its first meeting in Jerusalem during the 2000 Conference. It also held a two-day meeting in Frankfurt in January. They discussed the existing standards for multilingual thesauri. There is the assumption that every descriptor has an equivalent in every language, which the Working Group does not agree with. They are discussing what to do in those cases when this is not true. The Working Group will meet again on Sunday.

**13. Adjournment**

The meeting was adjourned at 11:08 to reconvene on Friday, August 24.

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**Meeting Minutes  
67th IFLA Council and General Conference  
Boston, USA**

**Second Meeting  
Friday, 2001 August 24, 10:15-12:15  
Room 202, Hynes Convention Center**

Members Present: Marje Aasmets; Marie Balikova; Vanda Broughton; Leda Bultrini; Lois Mai Chan; Björn Dahla; Friedrich Geißelmann; Martin Kunz; Pia Leth; Ia C. McIlwaine (Chair); Max Naudi; Jesús Jiménez Pelayo; Gerhard J.A. Riesthuis; Edward Swanson (Secretary/ Treasurer); Marie-Martine Tomitch; Júlio Vaz; Maria Witt; Ekaterina Zaitseva; and, Marcia Lei Zeng.

Regrets: Jon Anjer; Magda Heiner-Freiling; and, Adriana Király

Members Absent: Michel Fournier; Elisabet Lindkvist Michailaki; Irina Tsvetkova; and, Pisayada Vidanapathirana

Also in Attendance: Joan S. Mitchell (United States); Nancy Williamson (Canada); Dorothy McGarry (United States); David Miller (United States); Julianne Beall (United States); Sten Hedberg (Sweden); Giles Martin (United States); Susan Snyder (United States); Maxine Sherman (United States); Dawn Lawson (United States); John Hostage (United States); Bruce Trumble (United States); Edna M. San Buenaventura (); Bonnie Dede (United States); Christal Hengel (Germany)

**14. Reconvening**

The meeting was called to order by the Chair, Ia McIlwaine, at 10:19.

**15. Section's Strategic Plan, 2001-2005, and discussion of future directions/projects**  
(Agenda item 11, continued)

The Standing Committee reviewed the draft Strategic Plan that had been distributed and made changes to it. The Chair will prepare a clean copy for distribution.

**16. Berlin Conference plans, 2003** (Agenda item 13)

Preliminary discussion was held on possible programs in Berlin in 2003. One possibility suggested was holding a workshop with the Section on Bibliography.

**17. Discussion of Boston Conference** (Agenda item 15)

Over 150 attended the Workshop on Thursday. The Chair thanked the Standing Committee members who had been there. It was agreed that the room was much too big for a workshop.

There were over 100 at the Section's Open Programme. The consensus was that it had gone very well, especially the panel discussion.

It was felt that too much was tried to be squeezed into the allotted time at the Division Open Forum. Perhaps there should be only one report per Section.

The question of what to do with any profit from the Satellite Meeting was raised. It was not clear if we can keep it or if it needs to go back to IFLA. If it needs to go back, the Standing Committee wants it to go to the UBCIM Programme.

In terms of the Conference as a whole, it was felt that the technical proficiency was low. The rooms in many cases were too big. Speakers need to be reminded to be sure to speak into the mikes and to speak slowly and clearly (chairs should remind them of this). The consensus was that the printed booklets should be reinstated, as well as the small program book. Both were missed.

**18. International developments in classification and indexing**

Standing Committee members reported on classification and indexing activities in the following countries: Germany, Netherlands, Spain, Finland, Italy, Russian Federation, France, Estonia, Portugal, United Kingdom, Czech Republic, United States, and Sweden. These reports, and ones from the absent members, will be printed in the *Newsletter*.

**19. IFLA matters** (Agenda item 16)

There was no additional business.

**20. Unfinished business from the first meeting (Agenda item 17)**

The Standing Committee discussed the proposal from the Section on Bibliography to form a working group on subject gateways. The Standing Committee agreed to establish such a working group with participation from the Section on Bibliography.

**21. New business (Agenda item 18)**

The Chair thanked the members of the Standing Committee for their support during her four years as Chair. She also thanked Edward Swanson for his four years as Secretary.

She then turned the meeting over to the new Chair, Pia Leth, who thanked the Standing Committee for electing her.

She announced that Martin Kunz, Vanda Broughton, and Max Naudi will constitute an editorial board for the *Newsletter*. She mentioned the idea of trying to get the national reports earlier in order to have a chance to look at them and perhaps derive issues for discussion at the Standing Committee meetings. It was decided to post them to the Web by the end of June next year. The consensus is that the *Newsletter* should be posted to IFLANET. The idea of an electronic list for the Section was raised and will be pursued. It would be good to have a venue for online discussion.

The idea of a Section luncheon or dinner was raised. It was felt this is a good idea, and that it could be in addition to the Division social hour.

**22. Adjournment**

The meeting was adjourned at 12:14.

Edward Swanson  
Secretary/Treasurer