



Minutes:

Interim Standing Committee Meeting 1 & 2

IFLA Reference and Information Services Section

Buenos Aires: August 2004

Interim Standing Committee Meeting I

Members present: Bodil Wohnert, Cathy Wojewodzki, Martin Kesselman, Annsophie Oscarrsson, Valentina Comba, Concha Lois Cabello, Brigitta Fogelvik, Petra van den Born, Amanda Duffy, Josje Calff, Jieyin Feng

Introductions and Regrets

Members Present

Bodil Wohnert, Cathy Wojewodzki, Martin Kesselman, Annsophie Oscarrsson, Valentina Comba, Concha Lois Cabello, Brigitta Fogelvik, Petra van den Born, Amanda Duffy, Josje Calff, Jieyin Feng

Agenda approved

Minutes of Berlin meeting approved

Chair's Report: (Annsophie Oscarsson)

- A review of all IFLA sections is beginning.
- Arabic and Chinese may be added as IFLA official languages.
- Australia will be providing a leadership conference at next year's IFLA conference.
- The officers Handbook will now be available electronically.
- Meeting times for Section information officers and for our section's booth time at the IFLA booth were provided.
- If we want to provide a professional resolution, we need to use the appropriate form.
- We need to select the best paper from our section's open session for possible inclusion in the IFLA Journal.
- One of our members has not been heard from since she became a member and we will see if her membership on the SC can be dropped.
- Please get any corrections to our section listservs to Cathy by November 15.
- There are 55 members of our section as of July 2004, a listing of these members was passed around.

- Annsophie asked how we might effectively expose and promote our section to new members. Poster sessions are another way we can highlight the section's work beyond the single open session or workshop we are allowed each year.

CB Report: (Marty Kesselman)

- Annsophie and Marty have lottery tickets for purchase for prizes donated by IFLA conference attendees. The monies raised will go towards the ALP fund for travel.
- Theme for the 2006 conference in Seoul is "Libraries: Dynamic Engines for the Knowledge and Information Society."
- The CB is asking for 5 sentences or less of highlights from our section for this year.
- There is a Best Newsletter of the Year Award. One finalist is from our division, Rare Books and Manuscripts section.
- We need to all encourage IFLA membership as 80% of IFLA revenues come from membership.
- There will be a President-Elect brainstorming session on Thursday; hopefully 2-3 members of our division can be present.
- One discussion item for the CB2 meeting is on how well did we do with translations of papers presented at the conference.
- Satellite meetings next year – 17 have been approved for both before or after the conference in Oslo. This is too many and the IFLA Governing Board will from now on make decisions regarding satellite conferences. If there are more than 2 from a division, the decision will be made by the Professional Committee. From now on, in order to have a satellite conference, it must be part of the strategic goals of the section.
- 2700 had registered for the conference as of August 5; approx. 400 from the US and 500 from Argentina.
- There was some discussion about having IFLA poster sessions set aside for sections and divisions, possibly in lieu of having booth times assigned to each section.
- Our division representative for Oslo is Torill Redse. Her email is torill.redse@abm-utvikling.no
- Ralph Manning and Sissel Nielson plus outside reviewers will be using criteria for review of sections. Serials Section will be a test case for this instrument this year.
- Section activities were announced. Several noted that a midwinter business meeting was quite effective and often is combined with a library visit or seminar. Other groups plan a social activity or visit, possibly supported by a vendor at the conference as another opportunity to get together and network.
- Newsletters – it was noted that 8 print copies of each section's newsletter must go to IFLA HQ. But beyond this, electronic copies can be sent out with the proviso that anyone that requests a print copy can receive one.

Financial Report (Marty Kesselman)

At the end of the year, we are left with 37 euros in our administrative funds and have requested 283 euros for 2005 to bring us up to our allocation of 320 euros. Administrative expenses incurred since last year's meeting included translation of our information brochure into Russian, shipping and postage costs for the newsletter, shipping and printing costs for the information brochures and some photocopying at the conference. The virtual reference guidelines project was completed and all funds were spent in producing a poster and printing copies of the

guidelines for distribution at the conference. Funds still remaining for the reference toolkit project are being used to pay a graduate student working on the project and in producing a poster for the Oslo conference.

Information Coordinator's Report (Cathy Wojewodzki)

- Our section brochure is now in English, Spanish, Russian, German, and French
- All members noted they were happy with the way the newsletter looked and also felt the website looked great.
- Digital Reference Guidelines are available in several languages and are available for distribution at the poster session and open session.
- There was some discussion that the word reference does not translate well in some languages such as French. Francis Kirkwood agreed to write a short article on How do you Say Reference in Your Language? For the newsletter

Other Business

- **Name Change:** For next meeting we will discuss the change of our section name to "Reference and Information Services Section."
- **Strategic Plan:** It was suggested that the same committee that drafted the current strategic plan make any revisions necessary that reflects the work of the section. Cathy volunteered to draft a revised 2004/2005 strategic plan with the committee and send it to the listserv for comment.

Reference Toolkit Project (Marty Kesselman)

- Progress report was handed out.
- It was suggested that the project be expanded to "Developing a Reference Service" as many of the resources will be of interest to librarians and others throughout the world.
- Marty plans to submit a poster session on the project for the Oslo conference.

Buenos Aires Conference: Several members volunteered to be present for the poster session on Tuesday and Wednesday. Bodil will moderate our open session

Discussion Topics for SC 2

- Francis will draft a small project proposal on how reference is defined in various languages.
- Brainstorming for Oslo in 2005
- Discussion on preconference in Finland for which we are one of the sponsors.

Interim Standing Committee Meeting II

Members present: Bodil Wohnert, Cathy Wojewodzki, Martin Kesselman, Annsofie Oscarrsson, Valentina Comba, Concha Lois Cabello, Brigitta Fogelvik, Petra van den Born, Amanda Duffly, Josje Calff, Jieyin Feng, Frank Kirkwood, Raymond-Joseue Seckel,

Buenos Aires Conference

- It was recommended that the paper by Linda Ashcroft be considered for publication in the IFLA Journal (recently accepted).

- Translations at the open session worked well. There was one Spanish speaker and two English language speakers. It was suggested that slides be prepared in both languages to help audience understand talks where SI is not available.
- Poster session was successful with many people stopping by. There is definitely a need for more space for posters as they can be very valuable. It was also suggested that we provide cards with the url of the project we are having the project on to help conserve on having paper copies for all attendees.
- Booth: This time there were people who came to the book asking about our section. One reason could be was that the IFLA booth this year was quite prominent in the exhibit area.

Oslo Conference

- There needs to be some informal get-together at the conference to exchange ideas, etc. beyond the two section meetings. Also the open session does not lend itself to a great deal of discussion among attendees as was the case when we were a discussion group.
- One idea was on the styles, delivery and promotion of reference services in different types of libraries – public, academic, corporate, school. What are some of the common threads? What might be applicable for developing countries?
- Bodil, Josche, and Marty agreed to serve as a subcommittee in helping to develop the open session.

Finland Preconference

Birgitta briefed us on the preconference which is taking place in Jarvenpaa, approx. 50km North of Helsinki. We need to have someone from our section or representing our section as a speaker on the digital reference guidelines. Diane or Laura Gottesman are the logical choices. Annsophie will follow up with Gunilla.

Seoul Conference

Annsophie mentioned the possibility of teaming up with the Document Delivery Section for a satellite meeting for Seoul, possibly taking place in China. Jieyin Feng volunteered to be the section's contact and her name has been submitted to the Document Delivery Section.

Small Project Proposal (Francis Kirkwood)

Section felt the idea to look at ways of defining reference in different languages as a valuable pursuit. Francis agreed to put together a more extensive proposal using the official IFLA forms and sending it out to the section's membership list for comment.

Section Name Change: All agreed that we change the name of our section now rather than later and agreed upon the name, "Reference and Information Services Section." Annsophie will draft a letter to the IFLA professional committee regarding our name change request.

Midwinter meeting: Section members felt that there is not enough time at the annual conference for the work we need to do, especially as we need to provide a new strategic plan. Most felt that around March 12 would be best and several locations were suggested for the meeting: Miami, Rome, London, Amsterdam, Shanghai, and Madrid. Annsofie asked that personal preferences as to location and date be sent to her by October 1. Major agenda items at the meeting will be on the strategic plan and developing a larger project involving other sections on reference in developing countries. It was also suggested that we inform Abid from UNESCO on our plans in developing a long term project for IFLA.

Meeting Adjourned

Respectfully submitted,

Marty Kesselman, Secretary/Financial Officer

Additional information from CB2 (Marty Kesselman)

- Be sure to let Sjoerd Koopman know of any upcoming publications from your section.
- Ed is sending out to officers a list of priorities for IFLA for comment by November 1.
- Strategic Plans – it is helpful if sections do some of this work before the Oslo conference.
- Co-sponsored and organized programs are looked upon quite favorably by the Professional Committee.
- Several noted that presentations with Powerpoint handouts are more effective if they have the slides in more than one language
- Several noted that more room is needed for poster sessions. They are quite valuable and possibly a few more than there is space for should be accepted as there are always some no shows.
- Financial reports and small project proposals are due to Ed in October

 **Reference and Information Services Section:** <http://www.ifla.org/VII/s36/index.htm>