



## Reference and Information Services Section

### **Minutes of the Midwinter Section Meeting held in Rome on Thursday 10<sup>th</sup> March 2005**

**Present:** Annsofie Oscarsson (Chair), Valentina Comba, Amanda Duffy (Note-taker), Birgitta Fogelvik, Gunilla Hakli, Raymond-Josué Seckel and Bodil Wohnert.

**Apologies:** Concha Lois, Josje Calff, Andrea Delumeau, Jieyin Feng, Franceen Gaudet, Marty Kesselman, Frank Kirkwood, Diane Nester Kresh, Uwe Schwersky, Petra van den Born, Cathy Wojewodzki.

#### **1. Welcome**

Annsofie welcomed everyone to the meeting and gave the following updates on IFLA matters:

- The new Secretary-General is Peter Lor
- The three pillars of IFLA have been changed to *Society, Members and Profession*
- Annsofie submitted our Annual Report on time but it has not yet appeared on the website
- Oslo meeting schedule is
  - Friday 12<sup>th</sup> August Coordinating Board, etc.– Annsofie and Marty attend
  - Saturday 13<sup>th</sup> August 1<sup>st</sup> Section Committee meeting – time not yet known**
  - Friday 19<sup>th</sup> August 2<sup>nd</sup> Section Committee meeting - time not yet known**
  - Saturday 20<sup>th</sup> August Coordinating Board, etc. – Annsofie and Marty attend
- Our *Digital Reference Guidelines* are being translated into Swedish and German. There has been a request to translate them into Arabic.
- Annsofie has produced an up-to-date list of Committee members – see item 9.

#### **2 Minutes from Buenos Aires Section Meetings**

Need to add Raymond and Frank to list of attendees at the first meeting.

**Action: Marty**

Seoul Conference (2006) – Jieyin Feng said she would be our link person

### 3 Review of Sections

All Sections are to be reviewed by November 2005. Annsophie has received a questionnaire we need to complete. It is in 2 parts:

Part 1 This asks for factual data such as number of members, attendance at Section meetings, publications, etc. Annsophie will complete this. **Action: Annsophie**

Part 2 This is a self-criticism covering the years 2002-2004. The questions cover what links we have had with other sections, how we communicate with our members, our conference sessions, how we develop membership, etc..

Various items for inclusion were discussed. It was decided that Annsophie would forward the questions to Amanda who would then add in comments made at the

meeting and send it round to everyone for further thoughts.

**Action: Annsophie and Amanda**

Bodil agreed to write about our 2002-2004 conference sessions. **Action: Bodil**

### 4 Programme for Oslo

#### Our Session

Bodil explained that the programme comprised six panellists talking about 5 specific projects. The panellists are:

Jean-Philippe Accart, Bibliothèque National Suisse

Eva Lunneborg, The Royal Library, National Library of Sweden

Vince Mariner, VRL-plus, USA

Linda Berube, Co-East, UK

Kirsti Nilsen, University of Western Ontario

Lek Choh Ngian, National Library Board, Singapore.

The moderator is Gitte Larsen, Royal Danish Library School.

There will be short presentations on each project – the speakers have been given a series of questions to cover in their talk. After this Gitte will lead the discussion.

Panellist have been offered the opportunity to present a paper on IFLA web

#### Poster Session Proposal

Marty has put in a proposal for a poster session on '*Toolkit for Developing Reference Services*' which highlights resources readily available on the web. There will be a poster and a brochure.

### 5. Satellite Meeting in Järvenpää – *The Physical Library and Beyond* - August 11-12 2005

Gunilla reported that the programme was complete. She will chair the sessions on Friday on behalf of the Reference and Information Services Section. A volunteer is needed to speak on our Guidelines that morning, Birgitta agreed to do this.

**Action: Birgitta**

There is a programme of study visits included in the registration fees. All papers will appear on the web. The organisers are expecting around 150 delegates in total to this and another meeting occurring in the same place and at the same time.

## 6 Satellite Meeting before Seoul Conference, 2006

A preliminary proposal had been received from Poul Erlandsen, Chair of Document Delivery and Interlending Section. The theme is *Resource Sharing, Reference and Collection Development in a Digital Age – a practical approach*.

There are plenty of opportunities for our Section to be involved – the Guidelines, the Toolkit, etc.

The meeting suggested that Seoul would probably be the best place for the meeting and Annsophie will tell Poul this. She will also ask him about the viability of producing handout material in Chinese as well as English for participants.

**Action: Annsophie**

Annsophie will write to Feng to see whether she can help or has a contact in Seoul.

**Action: Annsophie**

## 7 On-going projects

- In an email Marty reported that the Reference Toolkit project will be on-going until July. They have found a enormous amount of material – mainly from developed countries. Resources helpful to developing countries were often hidden deep inside websites, so the toolkit and the poster session in Oslo should be very useful.
- Frank now thought that his proposal on defining ‘Reference’ was too academic, however the meeting hoped that he would still write an article on the subject for the Newsletter.

**Action: Frank and Cathy**

## 8 Survey on Ask-a-Librarian services

This is a proposal from Gitte Larsen (Royal Danish Library School and the moderator of our session in Oslo). She has a student who can undertake the research and compile a list a e-ref. services. The result will be presented at our session and will also appear on the web.

The meeting agreed to the proposal with Bodil co-ordinating.

**Action: Bodil**

## 9 Committee Vacancies for the remaining term – 2005-2007

There are now several vacancies on the committee – Anne Lipow, Andrea Delumeau and Josje Calff. Also anyone who has not attended 2 Session Committee meetings without suitable reasons is deemed to have resigned, and this applies to Suzanne Gyeszly. Nothing has been heard from Beth Fisher for a long time.

The IFLA rules say that when these ‘casual’ vacancies occur, the Chair may co-opt new members for the remaining term.

Several names have come up and Annsophie will contact them for further discussions. If there are still vacancies after this action, Annsophie has the names of 2 librarians from the National Library of China who spoke to her in Buenos Aires and Valentina has a colleague in South Africa who may know someone there.

Our corresponding member – Sue McKnight – has moved from Australia to England and so cannot really continue as a corresponding member according to IFLA rules.

**Action: Annsophie and Valentina**

## 10 Strategic Plan 2006-2007

As before under each *Goal* there are a series of *Actions*. For the meeting in Oslo each member will be asked to suggest what we can do to achieve each action. All suggestions have to be practical, achievable and within the remit of the Section. We must be able to tell when a planned activity has been accomplished. If we cannot do all of this, then the action must not be in our Strategic Plan.

There was then an interesting discussion on the contents of the Strategic Plan, greatly helped by some suggestions sent in by Petra.

Birgitta agreed to produce a revised draft.

**Action: Birgitta**

Annsophie will circulate copies of the Plan to everyone before Oslo. **Action: Annsophie**

It was agreed that Cathy be asked to change the bullet points under 'Scope' on our web pages to match those at the beginning of our Strategic Plan.

**Action: Annsophie and Cathy**

## 11 Further Business

In March 2006 the Association of Nordic Library Associations will be holding a conference in Finland on the Nordic Virtual reference Desk.

At the end of the meeting, Annsophie thanked everyone for coming and she particularly thanked Valentina and her Italian colleagues for making us all so welcome.

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▶ **Reference and Information Services Section:**

<http://www.ifla.org/VII/s36/index.htm>