



MINUTES

1st Standing Committee Meeting

IFLA Reference and Information Services Section

Oslo: August 2005

Submitted by Marty Kesselman

Members present: Annsophie Oscarsson, Martin Kesselman, Cathy Wojewodzki, Concha Lois Cabello Amanda Duffy, Jieyn Feng, Birgitta Fogelvik, Franceen Gaudet, Gunilla Hakli, Francis Kirkwood, Isabel Stirling, Uwe Schwersky, Raymond-Josue Secket, Petra van den Born, Sarah Watstein, Bodil Wohnert Guest: Raymond Wright

Introductions

Minutes of Buenos Aires SC meetings and Rome Midwinter meeting were approved with one correction. Frank and Raymond- were both present at the SC 1 meeting in BA.

Election of Officers – Both Annsophie and Marty were re-elected to a 2 year term as chair and secretary/treasurer respectively.

Rome Meeting – Raymond had a correction to the minutes of the meeting in Rome. He discussed various virtual reference programs in France but that none of these were collaborative programs.

Standing Committee Vacancies – Isabel Stirling and Sarah Watstein were introduced as a new members of the standing committee. Concerns were raised by Frank that there is not term enough overlap among the committee members due to the fact that most SC members started at the same time. Still, we seem to have openings in the SC for a variety of reasons; so there will be some continuity after the 8 year terms of original members of the SC. Suggestions were made to try to get representation on the SC from Africa and Latin America.

Midwinter Meeting 2006 – There was discussion of the need to have a midwinter meeting with the decision to have one this coming year. A midwinter meeting provides a useful time to work and reflect on forthcoming projects, the strategic plans and other SC activities and to combine a workshop or seminar along with the meeting. It was suggested that teleconferencing be considered for some of the meeting for those unable to attend in person.

CB Meeting – Marty reported on important news from CB1. Section review questions are due to IFLA HQ by November 15 (Annsophie and Marty are completing this part), Financial reports are due October 15 and IFLA HQ and any remaining funds need to be returned to HQ who will handle administrative funds for all sections. Project monies will still be distributed through the section treasurer. There was a request that sections hold a call for papers for their programs and that this be an open process. Also, more collaborative programs with other sections are desired. IFLA is looking at how to evaluate satellite meetings and all advertisements for these meetings should include the IFLA logo. There is interest in sections working with sections in Division 8. An IFLA fund has been established as an endowment fund for IFLA and to raise money for specific purposes such as the Tsunami disaster.

Action Section Review: *Annsophie and Marty*

Action Financial Report: *Marty*

Treasurer's Report – No administrative funds have been used for this year. Marty asked for suggestions such as for publicity/marketing by the section and use of some funds to purchase gifts for speakers at our open session or workshop. More to be discussed at SC2.

Information Officers Report – Cathy has asked for assistance with some of the information coordinator's responsibilities. Petra has already provided assistance with the newsletter. All brochures need to be redone and need to be made more useful. Also, we should try to make it a bit jazzier. IFLA logo must be included. We talked about a mailing of some sort before the Korea conference such as an e-postcard. There are more translations of the guidelines which now are available in 7 languages. Sarah volunteered to attend the information coordinators meeting in Oslo. There was a suggestion that Frank continue to include a piece in the newsletter on How do you say reference in your language for the newsletter. More volunteers – Uwe volunteered to help with the information brochure and Sarah volunteered to help with the newsletter.

Action: Newsletter Column: *Frank*

Action brochure: *Uwe*

Action Newsletter: *Sarah*

Project Report – Marty referred to the report in the newsletter and passed out the handout of the poster session being given in Oslo. The Toolkit will be available on IFLANET this fall.

Action: *Marty*

Bodil reported on the survey on e-reference services she did and will make this available to be on IFLANET

Action: *Bodil*

Gunilla reported on the satellite meeting for which our section was one of the participants. There were 85 participants and the program was very successful.

Oslo Conference – Open session looks good and is ready to go. Petra and Birgitta will summarize the program for the standing committee.

Incomplete agenda items and those we were not able to get to were moved to SC2.

Meeting adjourned.

2nd Standing Committee Meeting

Attendees: Annsofie Oscarsson, Martin Kesselman, Concha Lois Cabello, Amanda Duffy, Birgitta Fogelvik, Franceen Gaudet, Frank Kirkwood, Uwe Schwersky, Raymond-Josue Seckel, Isabel Stirling, Petra van den Born, Sarah Watstein, Bodil Wohnert
Guest: Marta Terry

Annsofie noted that Ann Lipow's daughter sends her best regards.

The following items were carried over from SC1: committee vacancies, midwinter meeting, use of administrative funds, strategic planning, new projects, selection of a paper for the IFLA Journal, listservs

*Listservs: Marty volunteered to contact IFLA HQ on updating and maintaining the listservs

Action: Listserv - *Marty*

*Vacancies: Annsofie noted that we still have two vacancies. Several names were put forward, but no decision was made to co-opt other members at this point as the next two year membership cycle will be coming up in 2007.

*Midwinter Meeting: Suggestions of venues included San Francisco (to coincide with the VRD Conference), Paris at the Bibliotheque Nationale, Madrid, Esbjerg (Denmark) and New Jersey. The meeting will be March 3-4. A vote and decision on the venue will be made by email. Deadline: October 1.

Action: *Annsofie*

*Administrative Funds: Funds could be used to translate the VR Guidelines into Korean and Japanese in time for the conference in Seoul. Another use could be developing some sort of poster for the section. No definite outcomes came out of the discussion. Marty

again asked for any potential admin funds needed through the end of 2005. No action taken.

*Review of the Strategic Plan – Many comments and suggestions were made during the meeting. Petra and Birgitta volunteered to review all the suggestions and come up with a new draft of the strategic plan.

Action: Revise strategic plan: *Petra and Birgitta*

*New Projects: A project idea was mentioned dealing with reference services for genealogy and oral history which would fit in with one of the initiatives of Alex Byrne, incoming IFLA president. This might potentially be a good project for the following year when IFLA is in Durban. Forthcoming projects will be further discussed at our Midwinter meeting.

*Feedback on IFLA Conference: The open session was extremely successful with approximately 450 attendees. Having the session early in the conference is probably best for maximum exposure to our section. Marty and Sarah's poster session was quite cramped and in an area away from the majority of the other poster sessions. Better space for the poster sessions is definitely needed. Annsofie was present at the IFLA booth and although there was no specific interest of those visiting the booth as to our section, Annsofie did make some contacts with the Durban organizing committee.

*Selection of paper for IFLA Journal: We decided to submit the paper by Kirsti Nielen: [Virtual versus face-2-face reference: comparing users' perspectives on visits to physical and virtual reference desks in public and academic libraries](#)

Action: *Bodil*

*Seoul Conference: We are involved in a satellite meeting with the Sections of Document Delivery Resource & Sharing and Acquisition & Collection Development. Concern was raised by many section members that there will be a big problem of competition and several major library/information conferences that usually take place in Asia are adjusting their scheduling to just before the IFLA Conference. Isabel who is the contact person for our section together with Annsofie will attend a meeting with the two other sections to discuss it further. They will also underline that the venue would be in Seoul City rather than outside of Seoul. For the open session, the recommendation was to do a program on User-Centered Reference Work/Quality Service in Libraries. Amanda, Franceen, Bodil, and Sarah volunteered to work on planning for the open session. One poster idea for the Seoul conference that would promote our section might be one on Reference Services in Asia.

Action: Open Session program: *Amanda, Franceen, Bodil, Sarah*

Poster Session – No action made (this could be discussed further via email)

Satellite Seoul - *Isabel*

*Durban Conference: The idea for a session on genealogy reference was made by Franceen.

Annsofie thanked everyone for fruitful discussions. Meeting closed.