



## Reference and Information Services Section

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

### MINUTES

#### 1<sup>st</sup> Standing Committee Meeting

Durban, South Africa

Saturday 18 August 2007

11.30-14.20

#### Members present:

Mark Dimunation, Amanda Duffy, Jieyin Feng, Franceen Gaudet, Sara Gube-Josefsson, Frank Kirkwood, Annsofie Oscarsson (Chair), Petra van den Born, Bodil Wöhnert, Yongheng Zhong

#### Apologies:

Concha Cabello, Susan Fingerman, Wilhelm Hilpert, Marty Kesselman

#### Observers:

6 - for details, see list at end of minutes

Minutes: Amanda offered to take the minutes.

#### 1 Welcome and Introductions

Annsofie welcomed the committee members, new and old, to the meeting. She also welcomed the six observers. Committee members and observers then introduced themselves.

#### 2 Approval of agenda

The agenda was agreed with the addition of the following items:

- Pre-Quebec satellite with GenLoc
- Committee meal during conference – Franceen agreed to organise this for Thursday evening
- Revision of the Guidelines
- Brainstorming for our Quebec Session
- Proposal from Marty and Sarah

### 3 Elections

#### a) Officers.

**Chair.** 2 nominations had been submitted – Marty Kesselman and Frank Kirkwood. Frank gave a short address outlining his previous experience and ideas he would bring to the section as Chair.

Annsophie read out a letter from Marty which was along similar lines.

The meeting was declared quorate and a secret ballot was held with Petra and Amanda as tellers. Marty Kesselman was duly elected Chair.

**Secretary.** 1 nomination had been received - Bodil Wöhnert. Bodil was confirmed as Secretary. In Marty's absence, Bodil will chair the second committee meeting.

**b) Treasurer.** It was agreed to ask Marty to continue as Treasurer. **Action: Annsophie**

**c) Information Co-ordinator and Newsletter Editor.** Sarah Watstein had very successfully produced the latest Newsletter and it was agreed to ask her to continue.

**Action: Annsophie**

It was decided to have a separate Information Co-ordinator and Sara Gube-Josefsson volunteered.

### 4 Approval of minutes of Midterm meeting in New Jersey, March 8 2007

The minutes from New Jersey were accepted.

Frank reported that our listserv was working. He now needs to check all our email addresses, then get it all up and working. The real use of the list is for discussion and keeping in touch.

**Action: Frank**

A complete list of Committee members will go out with the Durban minutes.

**Action: Amanda**

There was a query over the links to the ToolKit. Amanda agreed to check.

**Action: Amanda**

[<http://www2.scc.rutgers.edu/referencetoolkit/> checked on 8 September 2007 and OK] Frank reported further on the Crimea Conference in June 2008. The organisers would defer some costs for organisers of a session. This is an official IFLA conference for CIS area. Our possible participation to be discussed at the second committee meeting.

### 5 Reports

#### a) CB Meeting

Although Annsophie had not been able to attend the meeting, she reported on the following:

*IFLA Journal* – only 1 paper presented at the Conference from each Division would now be published in *IFLA Journal*. This will reduce considerably the number of papers published but most papers are already on the Conference website.

There should also make links via our Newsletter.

**Action: Sarah W**

Orientation Session for new-comers is on Sunday at 14.45

Officers' Training Session is on Tuesday – Bodil will attend

Information Co-ordinators' Meeting is on Wednesday 13.45 – Sara to attend

Council is on Thursday – Bodil will attend

IFLA Booth – there will not be Section representatives on the booth this year.

#### b) Treasurer's Report

We had €325 allocated this year and the only expenses so far have been printing the Newsletter and the Bookmarks (approx. €30). Bodil has bought small gifts for our speakers.

#### c) Information Co-ordinator's Report

The 'shortie' Newsletter and the Bookmarks have been produced and it is hoped to have copies of the Bookmarks available at our Session on Thursday. A small

amendment on our website is needed to show that the Guidelines are up in 9 languages, the main version of which is in English. **Action: Sara**

## **6 Matters concerning Durban Conference**

### **a) Open Session**

Bodil is meeting the speakers on Tuesday. Annsophie will introduce our Session which is on Thursday morning. It is a tight programme so we hope the speakers will keep to time. Amanda will take notes in the question and answer period and write up a report. **Action: Amanda**

Petra will count number of delegates attending. Copies of the bookmark will be handed out.

### **b) Other Issues**

The Section has been approached by Document Delivery Section (Poul Erlandsen) and Acquisitions and Collection Development (Pentti Vattulainen) about co-operating with them in a satellite meeting pre-Quebec on 'Re-thinking' – new means of handling materials, interlending, reference services, etc. Agreed we are interested; Annsophie will contact Poul and Bodil will work with the 2 Sections on the programme. **Action: Bodil**

The satellite meeting with GenLoc is called '*Genealogy and Local History for All*' and will emphasise the multi-cultural aspects involving French-Canadian, Aboriginal, Africa/American, Chinese etc. It will be 1.5 days long on 8 -9 August. Franceen will report further at the second committee meeting. Members wanted to know what GenLoc expected from us. **Action: Franceen.**

## **7 IFLA Professional Structure Review**

The Committee felt that the proposals could dilute the professional contribution on the GB in favour of the politically elected input. Everyone urged to attend the meeting on Sunday at 11.45.

The Committee thanked Annsophie for all her excellent work as our Chair. Meeting was adjourned until Friday 24 August, 11.00

## **2<sup>nd</sup> Standing Committee Meeting**

Durban, South Africa  
Friday 24 August 2007  
11.00 – 13.50

### **Members present:**

Mark Dimunation, Amanda Duffy, Franceen Gaudet, Sara Gube-Josefsson, Frank Kirkwood, Annsophie Oscarsson, Petra van den Born, Bodil Wöhnert (Chair), Yongheng Zhong

### **Observers:**

3 - for details, see list at end of minutes

## **8 Report from Open Session, Durban**

We had 450 participants who mostly stayed for the whole of the session. It went extremely well. It was decided to put forward the last paper – *Library 3.0: where art our skills?* to the Division for consideration for *IFLA Journal*.

## 9 Current and Forthcoming Projects

Marty's and Sarah's proposal on '*How do you say 'Reference' in....*' was accepted. The work should cover both what is called 'reference' and what is meant by 'reference'. Annsophie and Bodil will find out the closing date for submission of proposals to IFLA.

**Action: Annsophie & Bodil**

## 10 Forthcoming Strategic Plan

Detailed discussion will be held at our midterm meeting in March 2008. Our Mission and Goals will remain the same but there will be a brainstorming session via the listserv on 'Actions'. Frank agreed to organise this discussion and draw up a draft for the March meeting.

**Action: Frank**

At the New Jersey meeting the question of whether the Guidelines needed revising had come up. Bodil had examined them and concluded that the Guidelines were OK but the bibliographical references needed updating. Everyone asked to look at them and send new references to Bodil.

**Action: ALL**

Manifesto on Reference and Information Services. The idea of a UNESCO-type document had come up at New Jersey. It is a big project and it was decided to leave further discussion until Marty was present. In the meantime Petra will find out the procedures and protocols.

**Action: Petra**

## 11 Planning for Quebec and Brainstorming for Milan

**a) Quebec Open Session.** Ideas followed on from a paper given at the New Professionals Session which had proposed to blow up the reference desk! How do we transform the 20<sup>th</sup> century reference service into a 21<sup>st</sup> century service? This is not about machinery and connectivity but about changes to service, expectations, etc. We seem to be losing the culture of asking. There will be a call for papers. Organising group formed + help offered by 1 of our observers (Robert Zepf)

**Action: Petra, Mark & Amanda**

**b) Satellite Meeting with GenLoc.** Franceen and Amanda had had a very useful meeting with Janet Tomkins. Plans are for visits, an exhibition by local genealogy societies and range of papers. Our Section is especially keen to cover issues pertinent to generalist reference staff. An email group will be set up to further these ideas.

**Action: Franceen & Amanda**

**c) Satellite Meeting with Document Delivery and Acquisitions Sections.** To be hosted by the 3 Sections and held at the Boston Public Library on 6 -7 August, with a social evening on 5 August. The theme is '*Re-thinking Access to information: evolving perspectives on information, content and delivery*'. The objective is to be provocative and this will be reflected in the choice of invited speakers. Our Section will organise 1 half-day with 1 or 2 speakers. Bodil is our representative and ideas on topics and speakers to her.

**Action: Bodil & ALL**

**d) Milan – 2009.** Working on the idea of cultural heritage, suggestions were based around archive and library networks – Canada (LAC), Sweden (merging catalogues not institutions), Berlin (Prussian cultural organisation staying separate but sharing data). General idea of integration of services across formats. Further consideration of whether this should be an Open Session or a satellite to be discussed at our mid-term meeting.

## 12. Mid-Term Meeting

We have an invitation from Concha to go to Madrid. This was accepted and the preferred dates were 13-14 March, 3-4 March or 3 – 4 April. Annsophie will contact Concha. **Action: Annsophie**  
Suggestion for 2009 – Shanghai.

## 13 Any other Business

a) **Translation of Bookmark** – there is no Arabic version. Petra will see to this. Franceen will send Petra a PDF of the bookmark. When the text is complete, Petra will send it to Sara for the website. **Action: Franceen, Petra & Sara**

b) **Newsletter** – 2006 issue did not appear until February 2007 and it needs to go on to our website **Action: Sara**

Committee felt we should have a 2007 edition which could contain:

- minutes of these meetings **Action: Amanda**

- report on Durban Open Session **Action: Amanda**

- a note from our new Chair **Action: Marty**

- an introduction to the ‘How do you say reference?’ project **Action: Marty/Sarah**

- list of Committee members **Action: Amanda**

### All items to be sent to Sarah W by 15 October

c) **Annual Report** – Chair has to write this, deadline is January 2008. Bodil will let Marty know. **Action: Bodil & Marty**

d) **Crimea Conference** – Committee was concerned about having time and resources to contribute to this. However Frank will contact Marty who had expressed interest earlier and all committee members were invited to participate. **Action: Frank**

e) Franceen described a project to help re-build a school library in a village in Limpopo Province, South Africa. Help will be coming from USA and Canada, but if any Committee member can also help, please contact Franceen **Action: ALL**

f) **Corresponding member** – It was proposed and agreed that Marta Terry from Cuba would remain a Corresponding Member of the Section.

Meeting ended at 13.40

### Observers at 1<sup>st</sup> meeting:

Antonio Lechasseur – GenLoc – Antonio.lechasseur@lac-bac.gc.ca

Janet Tomkins – GenLoc – jtomkins@telus.net

Elizabeth Melrose – GenLoc – eam@freeuk.com

Eileen Breen – Emerald Group, UK – ebreen@emeraldinsight.com

Robert Zepf – Staatsbibliothek zu Berlin – Robert.zapf@sbb.spu-berlin.de

Hamid Salimgandomi – National Library of Iran – H\_salimgandomi@nlai.ir

### Observers at 2<sup>nd</sup> meeting:

Nomonde Maqubela – University of KwaZulu-Natal

Najwa Hendrickse – National Library of South Africa, Cape Town Campus

Robert Zepf - Staatsbibliothek zu Berlin – Robert.zapf@sbb.spu-berlin.de

## Summary of Actions from Durban Standing Committee Meeting

Item 3 b)	Annsophie
Item 3 c)	Annsophie
Item 4	Frank Amanda
Item 5 a)	Sarah W
Item 5 c)	Sara G-J
Item 6 a)	Amanda
Item 6 b)	Bodil, Franceen
Item 9	Annsophie & Bodil
Item 10	Frank ALL Petra
Item 11 a)	Petra, Mark & Amanda
Item 11 b)	Franceen & Amanda
Item 11 c)	Bodil & ALL
Item 12	Annsophie
Item 13 a)	Franceen, Petra & Sara G-J
Item 13 b)	Sara G-J Amanda Marty Marty & Sarah W Amanda
Item 13 c)	Bodil & Marty
Item 13 d)	Frank
Item 13 f)	ALL