



## Document Delivery and Resource Sharing Section

### Mid-Term Business Meeting

Rome

23-24 February 2006

#### Present:

Assunta Arte, Kim Baker, Poul Erlandsen (Chair), Teresa Rodriguez Gonzalez, Jacqueline Gillet, Betty Lowery, Debra McKern, Jindriska Pospisilova, Uwe Rosemann, Elisa Soares, Joan Stein, Penelope Street (Secretary).

#### Apologies:

Daniel Mattes Durrett, Nadezhda Erokhina, Elmelinda Lara, Margarita Moreno, Carol Smale, Li Xiaoming.

1. Approval of agenda
2. Approval of minutes of SC meetings in Oslo  
The minutes were approved.
3. Matters arising
  - 5) UR queried the translation of the Section brochure's into German.  
**Action: JS to chase this up.**
  - 9) Andrew Braid requires some instructions from IFLA re submitting his paper for publication.  
**Action: PE will contact the editor of the IFLA Journal. Andrew will send his revised paper to PS for inclusion in the Section's newsletter.**
4. Report of Co-ordinating Board meeting

PE reported on the Professional Board Committee meeting held in The Hague.

  - All Section reports except one have been received and will be referred to the Review Committee. Findings to be reported at the next Professional Committee meeting. Edward Swanson will report back on our review.
  - Edward Swanson had stated that there was nothing to report to the Professional Committee from our Division.
  - The theme for the 2008 Quebec conference is *Libraries without borders: navigating towards a global understanding*.
  - JS had received an email from Sophie Felfoldi re the translation of our strategic plan into other languages. She is unclear about the audience this is aimed at and thinks it is not necessary.

**Action: PE will contact Sophie to state that the SC consider this important and will continue with this policy since we represent the interests of librarians of those countries and the translations are for their benefit.**

5. Financial report

- DMcK reported that the new account has been set up.
- PE had checked with IFLA HQ that it is okay to keep the account.
- The \$1000 from the Estonian ILDS conference has been transferred into the account.
- The question of funding for future ILDS conferences was discussed. The \$1000 amount may no longer be adequate and the committee may need to approach IFLA HQ for an additional amount. If Singapore had to generate an extra \$1000 they may need to raise the registration fee.
- DMcK is to check the situation re our account. Currently it is a non-interest bearing one.

6. Seoul conference

*Open programme*

- Theme is Best Practice in Document Delivery and Resource Sharing.
- 3 papers were selected:
  - *Did we get it right? Post evaluation of New Zealand's interloans best practice workshop (Janice Farrelly, Thelma Fisher)*
  - *Transforming the document delivery and resource sharing engine (Cyril Oberlander)*
  - *Benchmarking recommendation: trained staff, improved workflows, automation, what next! (Margarita Moreno)*
- There would be 4 papers in the 2 hour slot. The 4<sup>th</sup> paper would be by JS (PE to deliver).
- Discussion on translation of papers. 1<sup>st</sup> July is the deadline for translation.
- DMcK will be moderator for the programme session.

**Action: PE to contact speakers and ask for them to send their papers as soon as possible so that there is time to organise translation. PE will complete forms and return to IFLA HQ.**

*Satellite*

- PE reported that the web page advertising the event was up.
- PE outlined the programme for the event. The title is Resource Sharing, Reference and Collection Development in a Digital Age - a practical approach
- 5 papers were selected:
  - *A case studies describing local practice (Hisoon Song)*
  - *Current status and issues of electronic document delivery at KISTI (Suhyeon Yoo, Heeyoon Choi)*
  - *Brazilian initiatives in document delivery and resource sharing (Emir Jose Suaiden, Paulo Cesar Siqueira)*

- *Interlibrary loan and open access: convergences and divergences (Kay Vyhnanek)*
- *Opening Pandora's box: negotiating the intersection of document delivery and virtual reference service (Jo Kibbee)*
- There would be 6 papers. The 6<sup>th</sup> paper would be by PS.
- Speaker/titles of papers need to be submitted to IFLA HQ by 10<sup>th</sup> March. PE to email Pentti Vattulainen

7. Pre-planning for Durban conference

*Open programme*

- Theme would be *Technology as an enabler of access* (or similar)
- KB to send out a call for papers locally (Africa)
- 4 papers, 3 from within Africa and possibly 1 from outside the area. Focus will be on success stories and how problems have been overcome.
- Call for papers to go out in November and proposals examined at next February's meeting.

*Satellite*

- KB reported that a venue had been booked for the satellite event – Centre for the Book in Cape Town.
- KB raised the question of whether a satellite event was viable given the resources needed to organise it and ensure we could guarantee attendees. A decision would be needed by 1<sup>st</sup> March.

**Action: PE to contact Pentti Vattulainen and Annsophie Oscarsson to ascertain their views on holding a satellite given funding issues. The viability of organising a satellite in Quebec 2008 would be discussed at the Seoul conference.**

8. ILDS 10<sup>th</sup> conference - Singapore

- Conference will take place around October 2007. No firm date as yet.
- The venue will be the National Library of Singapore and a nearby hotel.
- It was stressed that close co-operation between the Section and the conference organisers was important (this feedback had come from the Tallinn conference organisers). It was noted that representative from Singapore had attended the Tallinn conference and would have gleaned information from it.
- Call for papers would be this autumn with proposals received by January to be discussed at the February SC meeting.
- There was discussion on the conference theme. It was noted that Singapore, despite being technologically advanced, does not have a well developed ILL system and would be keen to receive input from other countries. It was decided that the theme would be *Resource sharing for the future: building blocks to success*.

**Action: PE to suggest this theme to Singapore and offer any help they need. The conference sub-committee (DMD, JP, PE, CS, KB, AA) to work on developing material on conference preparation that can be used for future events.**

#### 9. Strategic plan

- PE reported this had been approved by IFLA HQ without comments. The French and Italian versions are on the web and the Russian and Spanish versions have been sent to JS to pass on to Sophie Felfoldi for inclusion.
- There was discussion about how far progress had been made on a draft letter to be sent to National Libraries. Once this has been completed, IFLA may be able to assist with address labels for National Libraries.

**Action: ES will produce a Portuguese version, UR a German version. PE to contact IFLA HQ re address labels.**

#### 10. Model Handbook for ILL

DMcK suggested that Committee members should work on individual chapters.

PE suggested applying for project money from IFLA.

**Action: BL to send DMcK a list of chapters from the recently published UK ILL publication with a view to using this as a template. Committee will meet in Seoul to discuss allocation of chapters. Before this, DMcK, EL, BL, JG will work on fleshing out the content for each chapter and will circulate this to the Committee prior to the meeting in Seoul.**

#### 11. IFLA Guidelines for Best practice in ILL

- Will accept paper requests but electronic submission should be encouraged.
- A general statement on payment should be included, making mention of the IFLA Voucher Scheme.
- Estimated that 1000 copies would be needed with versions in several languages. This would be sourced locally.
- Once completed, news should be circulated via all list-servs.

**Action: BL will write an introduction and formulate text then circulate it to the Committee. JS will investigate printing.**

#### 12. Printed IFLA ILL request form

PE reported that he had asked IFLA HQ if they are willing to take this over when BL retires. BL reported she had contacted Susan Schaeppman who thinks it is a good idea to take this over sooner rather than later and will discuss the matter with her boss.

**Action: BL to contact SS.**

#### 13. IFLA Voucher Scheme report

PE gave the final report for 2005 received from Susan Schaeppman. 571 orders were fulfilled in 2005 and there has been an increase in sales of 7% with a predicted net surplus of 4813 euros. Since November 2005 reissued vouchers only are being used and the additional workload has led to an increase in her hours from 16 to 20. There is currently 668,000 euros in the bank with interest at 2.5% (14,321 euros). The possibility of investing some of the money is being considered.

Sara Gould had produced a leaflet on how to use the voucher and the possibility of a web version was discussed.

**Action: PE to suggest credit card payment to IFLA HQ. SC to look at the IFLA Voucher website re accuracy of content and send comments to SS. BL to ask SG if she has a master copy of the leaflet.**

#### 14. Programme evaluation form

JS presented a draft evaluation form. Discussed and modified by SC. To be used at Seoul open programme and modified for use at the satellite.

**Action: JS to amend form. PE to suggest its use at satellite event to Pentti Vattulainen and Annsophie Oscarsson.**

#### 15. ILL training programme for developing countries

KB presented a paper from Lars Leon. LL is keen to proceed with a pilot programme in Bulgaria and produce a survey. KB suggested that some IFLA content would need to be included if the programme is being done under the IFLA name. The SC gave agreement for a pilot programme to be done in its name subject to the following provisos being met:

- It should be a core model that can be used whatever the context
- Committee must have a say in content and programme needs to have IFLA relevance.
- Costs must be minimal and the programme available to all areas.
- LL must provide the Committee with a draft survey along with an indication of budget and level of commitment from library schools

**Action: SC to ask LL to produce a kit that will be the basis for a model to be used in the future. This will be reviewed by the SC.**

#### 16. AOB

JS reported on feedback from US ILL Discussion Group re things they would like to see from the SC:

- Production of a web version of an international directory of national libraries with regulations given for each library.
- Development of WIKI – a central information sharing place with an international flavour.
- More advanced knowledge of which papers are being translated at IFLA conference.
- Guidelines for using trackable methods of shipping internationally.

**Action: SC to look at Guidelines in Seoul with a view to any changes that might be required.**

#### Mid-Term Business Meeting and evaluation of seminar

PE thanked AA for organising the meeting and seminar and asked for feedback on the latter. AA reported that it was valuable for colleagues who do not have the opportunity to attend international conferences since it is good to hear perspectives from other countries. The Committee also commented that it was valuable for them to find out more about the Italian system.

**Action: AA will write a report of the seminar for the Section newsletter. ES to organise a similar seminar for Lisbon**

#### Venue for Mid-Term Business Meeting 2007

ES has offered to host the meeting in Lisbon. Suggested dates 22<sup>nd</sup> – 23<sup>rd</sup> February 2007.

*Penelope Street*  
**Feb 2006**

<http://www.ifla.org/VII/s15/index.htm>