



SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

2010 Standing Committee Meetings (SCI-II)

SCI - Gothenburg, 10 August 2010 (14:30-17:20)

Minutes of the meeting

1. WELCOME AND INTRODUCTION

The meeting was opened by Ms Moira Fraser, Chair of the Section, who welcomed both the Standing Committee members attending and the observers admitted to the meeting. The Chair invited all to a frank and open discussion on the important issues that would be raised. Ms Fraser added that all voices were welcomed although SC members were more necessary and important.

2. APPROVAL OF THE AGENDA

Since the agenda proposed was very full and tight, Ms Fraser said that any issues left out of the discussion, owing to lack of time, would be continued and discussed during SC II on Friday 13 August at 3 pm. At the SC II meeting the Section officers will as well clarify any doubts coming out of the present meeting, after consultation with the IFLA HQ and staff during the week. The Agenda was agreed.

3. APPROVAL OF THE MINUTES OF THE STANDING COMMITTEE MEETINGS 2009 IN MILAN, ITALY

The Minutes of the meetings of SCI (22 August 2009) and SCII (25 August 2009) had previously been agreed following electronic consultation. Approval of the 2009 minutes was confirmed.

4. ROLL CALL OF STANDING COMMITTEE MEMBERS*

Present	Apologies	Absent
Moira Fraser	Anita Dudina	Lu Haiyan
Alim Garga	Andrzej Dziubecki	Guido Williams Obreque
Sonia L'Heureux	Eunhee Hyun	
Stelina Maria Martins Pinha	Esther Kamau	
Daniel P. Mulhollan	Roxanne Missingham	
John Pullinger	Iain Watt	
Innocent Rugambwa		
Raissa Teodori		
Ellie Valentine		
Christine Wellem		

* Elisabeth Malmhether and Albert Ntunja had resigned from the Standing Committee in the past months. Two casual vacancies were thus produced (on the treatment of casual vacancies see IFLA Rules of Procedure, R.18.24-26).

Observers attending the meeting: Gunilla Lilie Bauer, Agnes Congo Tapsoba, Raghav P. Dash, Soledad Ferreiro, Junko Hirose¹, Mateo Macia, Susan Mansfield, Vipin Kumar Mittal, Tembi Chalabesa Mtine, Ronald Munatsi, Chander Bhan Nagpal, Robert Newlen, Milvia Priano, Donna Scheeder, Shagufta Shaukat, Claire Smith, Karel Sosna, Cecilia Stadius, Mehmet Toprak, Nassa Traore Diallo, Lorraine Waitman.

Christine Wellems announced she had just been elected Chair the Editorial Committee of the IFLA Journal and was congratulated on her new office.

5. OFFICERS REPORTS

▪ Chair and treasurer, Ms Moira Fraser

Ms Fraser described the past months, since the last pre-conference in Rome, as a very active year for the Section.

- The IFLA parliamentary section was invited to deliver two presentations at the *World e-Parliament Conference 2009* organized in November 2009 by the Global Centre for ICT in Parliament, in Washington DC (House of Representatives). Ms Fraser and Ms Teodori, respectively Section Chair and Secretary, represented the Section at the conference and delivered presentations. Other Section members gave presentations on that occasion in representation of their assemblies (Mr Alim Garga, Mr John Pullinger, Mr Santo Voek) and others attended the conference. Ms Fraser noted how World e-Parliament Conferences are a good opportunity to meet colleagues engaged in the parliamentary environment on different issues, as well as to get in contact with Secretaries General and Members of Parliament.

- In December 2009 the Section was invited by the Global Centre for ICT in Parliament to cooperate in a workshop on *Strengthening the Cooperation among Parliamentary Libraries in the framework of the Africa Parliamentary Knowledge Network (APKN)*, held in Rome, in the Italian Joint Parliamentary Library. Attendees were library managers from African countries members of APKN. Many of those who attended are active members of the IFLA Section. Some Section members were invited to deliver presentations and hold training sessions. The Workshop was a very interesting experience. A Working Group on parliamentary libraries within the APKN was one of the outcomes of the workshop: Mr Simon Engitu from Uganda was elected Chair while Mr Alim Garga from Cameroon was elected Secretary of the Working Group.

- The organization of the programme for the pre-conference in Stockholm and the open session in Gothenburg has been very demanding. There was a great response to the Calls for Papers and an increasing number of people willing to contribute to the conference contents and share experiences. A significant effort was needed to arrange all the proposals into a suitable programme for our meeting in Stockholm and our programme session here in Gothenburg.

A special thank goes to our Swedish colleagues, with special regard to Riksdag Library Director Gunilla Lilie Bauer, for organizing such a successful pre-conference, for facilitating the Section's work and for the warm welcome to all participants.

¹ Corresponding Member of the Section

▪ **Secretary and Newsletter Editor, Ms. Raissa Teodori**

- The Newsletter has been transformed from an email to a PDF posted on the website, in order to include, upon request of Section members, longer articles on professional issues. The latest issues of the newsletter include a section on "profiles, initiatives and news from parliamentary libraries and research services" worldwide, as well as columns on specific topics, such as international cooperation. A very significant response was given to the request for contributions to the newsletter by members and colleagues. Some contributions were specifically requested of some colleagues, , in order to keep a geographical balance, to include research as well as library issues, and to present items on a variety of issues related to our professional environment.

- The French translation of the newsletter has been produced, although it was "home-made". Some other solutions should be looked for, to ensure that the publication can continue in both languages.

- The newsletter was sent to a very wide contact list. All information on Section activities (except for communications reserved to SC members) was sent to this long list which includes a large number of contacts that may be interested in our work. Acknowledgments of interest were received from many recipients. The contact list of the Section is organized in 3 groups: SC members; Section members; Section members + other interested people.

The discussion on the translation of the newsletter raised the issue of language divide within the Section activities. Some members asked whether the Section funds can be used to translate papers and publications. A proposal was made on exploring how other organizations, such as the Noria programme of the *Assemblée Parlementaire de la Francophonie* could provide support and funds. It was also noted that an English translation of French documents relevant to our profession should be ensured in order to fill a big gap.

▪ **Information Coordinator, Ms. Stelina M. Pinha**

- The main concern during the year has been learning how to implement the Section's part of the new IFLA website, how to use the software and manage content. Ms Pinha stressed the need to receive information from everybody in order to be able to update contents, especially in terms of email addresses. Input from people knowing the Section and its activities would be very welcome.

- It was decided that during the week Ms Pinha would explore the website with the help of Ms Teodori (Section Secretary) to identify any requirements for changes and updates, and would ask the IFLA web editors for support on how to manage the CMS. A training was scheduled during the week: Ms Pinha was planning to attend and to report to the SC II meeting on the tools (*e.g.* wikis) that could be used on the new website.

6. FEEDBACK FROM THE PRE-CONFERENCE IN STOCKHOLM

The experience in Stockholm was considered absolutely positive. Special appreciation was given to the programme and the format with short but numerous presentations that allowed many voices to be heard raising different issues of interest. The interpretation provided in French was much appreciated.

The knowledge café had very positive feedback. The format was recognized as a major way to encourage people to share concrete professional issues and to “put their agenda out”. It can still be improved in order to accommodate other languages. It would be interesting to have some feedback, in order to check whether people were able to apply the solutions suggested in previous workshops on management. A training session on how to manage the knowledge café was proposed as well.

With regard to the workshops that took place during the pre-conference, they were said to be interesting and it was decided to repeat the experience in the future because it makes it possible to hear a variety of voices. It was said that workshops presented however a language issue for non-native speakers who tended in some cases to misunderstand the discussion and take it off the track. A mini-glossary and a technical presentation at the beginning of each workshop could be helpful, as well as strong attention of the workshop leader on keeping the discussion on track. It was proposed to reserve some time at the start of each workshop for the voicing of individual concerns, and it was said that the pre-conference programmes could be built in the future around the concerns expressed by people, by sending out calls for papers based on such concerns. It was agreed to pursue the workshop format in balance with the classic panel format. Both were considered useful.

Learning about the services provided by the Library of the host parliament was extremely interesting, and the space given to research, in addition to libraries, was very much appreciated and welcomed. Great appreciation was also expressed regarding the contributions given by people from outside the parliamentary and Section environment, like Ulla Bohman from the Swedish Centre for Easy-to-Read, Mark Crookston from the Pacific Archives, Daniela Giacomelli from the Global Centre for ICT in Parliament, Andy Williamson from the Hansard Society.

An issue was raised relating to the fact that the poster session in the agenda did not take place because only one library had prepared a poster (which was however luckily accepted in the main conference poster session). Maybe the Call for Posters had come too late. It was decided that a clearer procedure should be activated if the Section was willing to have pre-conference poster sessions in the future. It was clearly affirmed that the idea of an open space was very positive, and it could be renewed for posters, or brochures, or for illustrating the website: different means to present ourselves and tell our stories.

The social event was very much appreciated as a pleasant evening, which enabled people to socialize. The decision was made to gather feedback on the conferences in the following months.

Our Swedish colleagues volunteered to publish all presentations and relevant documentation on the pre-conference website.

Some more remarks were made on the conference format, that should be taken into account in the future:

- newcomers should be identified at the beginning and receive guidance and support;
- a suggestion was made that the afternoon of the last day should be free, in order to enable colleagues to meet with one another;
- The length of the Section Satellite Meetings and the whole event (pre-conference and general conference) is considered a problem, as well as high attendance costs (travel, accommodation, registration for the main conference). This certainly represents a big

challenge for developing countries and many people from parliaments everywhere are finding it difficult to support attendance costs.

7. STRATEGIC PLAN FOR THE SECTION

Ms Fraser asked for feedback on the new strategic plan she had drafted, with few differences compared to the previous version. The overall content of the document was accepted, though some further changes were recommended. The word "information" should be added to "library and research", when describing the Section's target audience. Goal three (3) on the promotion of public participation was discussed and changes were proposed. A working group (Moira Fraser, John Pullinger, Dan Mulhollan and Soledad Ferreiro) agreed to draft a new version of goal three for the consideration of SC II.

The actions to support the goals were also discussed. Some members expressed a desire to deepen the relation with IFLA including making the main organization more aware of the Section's activities and purpose. Making the most from being part of IFLA, with special regard to the opportunity of learning and knowledge-sharing with colleagues of other Sections carrying different specific knowledge, is an opportunity not to be missed. In this sense the IFLA Sections were included in the Strategic Plan as primary partner organizations. Ms Donna Scheeder, member of the Governing Board of IFLA, noted that the Board had asked that all Sections ensure that the main issues of IFLA are covered in the Section's plans. It was stressed that IFLA should be made more aware of how the Section is well positioned to be able to work together with other partner organizations (like the IPU and the Global Centre for ICT in Parliament) and how parliamentary libraries can support the development of library infrastructure in countries where libraries are lacking.

The idea of building a glossary of relevant terms was welcomed (parliamentary as well as library terms) and a wiki seemed a good idea too. The website should be used to generate discussion and facilitate knowledge sharing. A knowledge sharing system should be developed, which could be based on the successful example of ECPRD.

8. WORK PLAN FOR THE SESSION

The need to increase membership was raised together with an awareness that membership fees can be expensive although they are relative to the income of the country. Benefits of membership should be better outlined and parliaments should be encouraged to become members. Actions should be undertaken to attain this objective. Parliamentary libraries can pay the member rate for the IFLA conference if their national library association is a member of IFLA and they are a member of the national library association. Another possibility is to join as a personal member of IFLA, which entails a lower fee. Ellie Valentine and Raissa Teodori agreed to work together on membership issue. The role that parliamentary libraries can play in improving people's rights in accessing information to support parliamentary democracy and democratic processes was underlined. This is a good linkage with IFLA's purpose.

The calendar of events was also discussed and some questions were raised. Should the Section continue to hold satellite meetings every year or every second year? Should more evidence be given to meetings on a regional basis? The issues were canvassed so that members could give their feedback to the Standing Committee, which in turn would consider which events the

Section should support over the coming year and at what level. There was a range of views on whether the Section should continue to hold a satellite meeting every year, and to what extent regional events should be supported. The question was raised, in this regard, if there is an obligation to be present at the IFLA meeting and to hold Standing Committee meetings.

The new regional rotation system decided by IFLA was mentioned and it was underlined that it gives an opportunity to reach people in a variety of regions of the world and to organize training events and carry on the Section's business. However, IFLA regional rotation does not always match the Section's membership.

The possibility of electronic conferencing was mentioned. The issue of attendance costs for very long meetings (satellite events and main conference) and registration fees was strongly raised again.

It was noted that this kind of discussion should be conducted in a plenary of Section members, which is more representative. For the moment there would be no changes.

The calendar for relevant events, as scheduled for the immediate future is the following:

- GLIN conference, Korea, September 2010
- World e-Parliament Conference, South Africa, October 2010
- Fundamental to Democracy, Australia, March 2011, International Symposium, (incorporating APLA and APLAP meetings)
- IFLA Congress, Puerto Rico, August 2011
- IPU Conference, Quebec, 2012
- IFLA Congress, Finland, 2012
- World eParliament Conference, 2012

Connecting and partnering with parliaments is considered as important as partnering with libraries and should not be left behind; the role that parliamentary libraries can play in promoting an informed democracy is a major focus point.

A working group was created for the Puerto Rico conference: presently, the initial group includes Moira Fraser, Soledad Ferreiro, Susan Mansfield, Robert Newlen, Stelina Pinha, Cecilia Stadius, Raissa Teodori, Ellie Valentine.

Another issue dealt with concerned invitation letters and the person chosen as delegate. In some parliaments, the SG does not select librarians to attend meetings, often because their rank is below management level.

9. SUBJECTS OF INTEREST FOR FUTURE CONFERENCES: INFORMATION FROM PREVIOUS CONFERENCES AND POSSIBLE NEW SUGGESTIONS. DISCUSSION².

Suggested topics: Parliamentary spots in public libraries, like in the Swedish model (specialized librarians, and documents, and MPs joining the library once a week).

Chairperson Ms Fraser reminded participants that SC II will take place on Friday 13 August at 15:00 and closed the meeting (at 17:20).

² The agenda item "Cooperation with partner organisations" will be dealt with in the next SC.



SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

2010 Standing Committee Meetings (SCI-II)*

SC II - Gothenburg, 13 August 2010 (15:00-16:40)

Minutes of the meeting

1. OPENING OF THE MEETING

The meeting was opened by Ms Moira Fraser, Chair of the Section.

2. ROLL CALL OF STANDING COMMITTEE MEMBERS³

Present	Apologies	Absent
Moira Fraser	Anita Dudina	Lu Haiyan
Alim Garga	Andrzej Dziubecki	Christine Wellems
Esther Kamau	Eunhee Hyun	Guido Williams Obreque
Sonia L'Heureux	Roxanne Missingham	
Stelina Maria Martins Pinha	Iain Watt	
Daniel P. Mulhollan		
Robert Newlen		
John Pullinger		
Innocent Rugambwa		
Cecilia Stadius		
Raissa Teodori		
Ellie Valentine		

Observers attending the meeting: Soledad Ferreiro, Ida Kelemen, Jan Keukens, Anders Lidman, Keorileng Peter Moatsi, Tembi Chalabesa Mtine, Milvia Priano, Donna Scheeder, Karel Sosna, Junko Hirose⁴.

3. REPORTS

▪ Chair and treasurer, Ms Moira Fraser

- Puerto Rico 2011. The Chair reported on the plans that have been made for Puerto Rico by the Sub-Committee established during SC I. The intention is to make the conference shorter, so as to

³ Elisabeth Malmhester and Albert Ntunjia had resigned from the Standing Committee in the past months. Two casual vacancies were so produced. According to IFLA Rules of Procedure, R.18.24-26, " the Standing Committee Chair may co-opt a person to fill the vacancy for the remaining term" [R 18.25]. Using this rule, Ms Fraser suggested co-opting to the Standing Committee of the Section, Robert Newlen (Library of Congress) and Cecilia Stadius (Library of the Swedish Parliament). This suggestion was supported by the meeting.

⁴ Corresponding member of the Section

have one meeting day before the main conference with the remainder of Section activities during the main conference (13-18 August) through an off-site day (in the format of an interactive workshop). Ms Fraser had been informed that the Legislature of Puerto Rico is very welcoming and there is a good chance to visit it. Ms Fraser will also verify if the Legislature would be willing to host some part of the Section meeting activities.

With regard to the open session during the main conference, Ms Fraser reported on the ongoing plans for a joint session with the Law Libraries and Knowledge Management Sections.

Ideally, there should be a training day based on the Rome 2009 event, to be organized by the Global Centre for ICT in Parliament: the proposal was supported by members of the SC and the Chair. The target audience should be small parliamentary libraries in Latin America. It was agreed that Ms Fraser would send a formal request to the Global Centre in order to verify their willingness to endorse this option.

- Section funds and project funding. As treasurer of the Section, Ms Fraser also reported on the funding of the Section. The Section has an annual administrative fund of EUR610, which may also be allocated to project financing. It was suggested that the Section should aim to spend the administrative endowment and apply for project financing in order to support activities and projects.

The translation of the *Guidelines for Legislative Libraries* was identified as a priority for project funding for the next year. Spanish and French for instance, but also other languages should be taken into account.

On this item, the issue was raised of the high cost for purchasing the English Guidelines, especially for less resourced parliaments, which are at the same time the ones more in the need of consulting them. The issue of the owner of the copyright of the Guidelines was addressed, and the opportunity to have an electronic version available for free on the website was strongly supported (currently the electronic version is even more expensive than the paper version). This option has been discussed with IFLA Headquarters officers, who are considering a range of options on our behalf.

The translation of the Section Newsletter (which is currently "home made") could be another objective for project funding.

Ms Fraser called for ideas and proposal on projects to be funded.

▪ **Secretary Ms Raissa Teodori and Information Coordinator Ms Stelina Maria Pinha**

The Secretary and the Information Coordinator reported together on a thorough revision of the website content during the week and on a meeting the IFLA HQ and Web editors on learning how to manage the tools and functionalities of the website (for example the wikis).

Ms Pinha will update the information on the website once back from the conference. Members were asked to send any interesting information for the website (or content update) to the Information Coordinator.

With regard to the mailing list IFLAParl2, after a discussion with the Section Chair it was agreed that any subscriber would be accepted, subject to replying to an e-mail requesting name, country and institution (the subscription procedure currently does not require any information other than an email address).

With regard to the creation of a Section wiki, it agreed that a pilot wiki would be used for the working group on Puerto Rico and for the Standing Committee. IFLA currently has a rather complicated wiki management application and the Web editors suggested that software freely available on the web may be used in the meantime.

▪ **APKN Working Group on Libraries, Chair Mr Simon Engitu and Secretary Mr Alim Garga**

Mr Simon Engitu reported on the creation of a Working Group on Libraries within APKN (Africa Parliamentary Knowledge Network), on the occasion of the Workshop held in Rome in December 2009, in the premises of the Italian Joint Parliamentary Library, and organised by the Global Centre for ICT in Parliament (addressed by Ms Fraser during SC I, see page 2 of this document).

Mr Engitu reported on the activities implemented (such as the cooperative preparation of dossiers on relevant policy issues) and the challenges involved in mobilizing members and engaging parliamentary libraries in being active in the group. An example is the current project of the APKN Federated Parliamentary Library that needs active engagement in order to be implemented. Mr Engitu also mentioned the need for further training on the tools being used, such as KOHA, the open source software used for cataloguing of the Federated Library.

The APKN working group on libraries was introduced in the APLESA conference in April 2010, and the need for APLESA members to be involved in APKN was underlined. APKN is working on finding ways to be effective in supporting the work of parliamentary libraries and the legislatures they are part of.

Mr Engitu mentioned the work done by the Secretary of the APKN Working Group on libraries, Mr Alim Garga, in mobilizing the French-speaking members. Knowledge-sharing and word-of-mouth are essential elements for the success of the group.

The Chair of the IFLA Section, Ms Fraser, confirmed an interest for the work started by APKN, with special regard to the creation of cooperative catalogs and databases, and underlined the need to dedicate a portion of the Section conference to give voice to APKN activities and requirements, that can well represent the voice of African parliamentary libraries.

Mr Garga, Secretary of the APKN Working Group on libraries, emphasized the importance of having the support of the IFLA Section, through expertise delivery and sharing. The APKN Working Group on libraries is a concrete project for African Parliaments, which was developed thanks to the Global Centre for ICT in Parliament, and now needs IFLA's help in order to grow and become effective.

Mr Garga took the opportunity to announce to the SC that he was appointed National Coordinator for Cameroon in the IFLA Pilot project "Building Strong Library Associations". The countries selected for this pilot project are Cameroon, Lebanon, Peru, Ukraine. The project has a 2-year deadline and any support from the Section will be needed and most welcome.

4. STRATEGIC PLAN FOR THE SECTION

A new draft, revised by the working group following instructions by SCI, was submitted to the meeting. The new wording of the Strategic plan was approved and the Plan was adopted. It will soon be posted on the website.

5. STANDING COMMITTEE MEMBERSHIP AND ELECTION OF OFFICERS

Robert Newlen and Cecilia Stadius, requested by Ms Fraser to fill the casual vacancies occurred in the SC as mentioned above, were officially introduced before the Standing Committee. They are members of the Sub-Committee on Puerto Rico.

Mr Dan Mulhollan announced his intention of resigning from the Standing Committee and was thanked for his strong contribution to the work of the Section over the years he has been participating. He will be missed.

The Chair reminded the SC that elections for the renewal of the Standing Committee would take place during the year, to fill the vacancies following the end of current terms (first or second term). An email will be sent to members, after which IFLA will send a call for nominations, to encourage everybody to nominate candidates for the Standing Committee vacancies. As usual, the new SC will need to reflect the different regions of the world.

The Chair stressed that when accepting nomination to become SC members, it is important to be aware of the need to participate and attend conferences and SC meetings.

Only IFLA members are allowed to make nominations and vote. It is therefore imperative to pay the annual membership fee for the incoming year. As per standard procedure, IFLA will send a reminder to the contact person of the Parliament. Everybody was invited to check who is the contact person in their respective institutions.

New Section officers will also be elected in 2011. For the purposes of a smooth handover of responsibility, so that the business of the Section may continue without breaks, Ms Fraser suggested that an “electoral consultation” should be held ahead of the conference, by electronic means, which would be ratified by a formal election during the 2011 SC meetings. This would give the new officers more time to learn the job. This system would be informal but would facilitate the transition from one set of officers to the next. In case of disagreement, the decision will be made at the formal election at the 2001 Standing Committee meeting. As soon as the new SC is elected, around April 2010, an electronic consultation will take place in order to choose the new Executive that will take office during the IFLA conference in Puerto Rico in August 2011.

6. TOPICS FOR FUTURE DISCUSSION

Some themes were proposed by participants

- How to improve research quality for the parliament, with special regard to science and technology issues

- Research support for committees
- Digital preservation (a recommendation was made to seek cooperation with other relevant IFLA sections, such as the Preservation Section)
- Induction for new members of Parliament after elections
- Managing customer relations
- Return on investment, to tackle budget cuts
- Effective searching, interviewing techniques
- Parliamentary archives and documentation

7. LOOKING TOWARDS THE FUTURE

- Activities and projects:
 - Contributing to and updating the Parline database, on the IPU website
 - A proposal strongly supported by the Israeli Parliament was put forward by the IPU for an academic database of key parliamentary documents and articles
 - Following the review and implementation of the World Directory of Parliamentary Libraries (performed by the Bundestag Library)
 - Building an expertise directory
 - Training activities
 - Identifying the appropriate tools for cooperation and knowledge-sharing within the section and outside, (e.g.: a wiki or a Community group)
- Cooperation with partner organizations
 - Improving cooperation and contacts with IFLA sections (like Law, Government, Information Technology, Preservation, Knowledge Management, National Libraries, Academic Libraries). Organize joint sessions and respond to the calls for papers of relevant Sections.
 - Strengthening cooperation with IPU
 - Strengthening cooperation with the Global Centre for ICT in Parliament
 - Establishing contacts with other organizations operating in the parliamentary context, and partnering with agencies conducting activities for the developing world, such as NORIA, UNDP, IDB, CPA, World Bank
- Future events. Discussions at SC I and the IFLA conference suggest that Section members prefer one event per year to be identified as the main event for the year, where they are expected to meet and share knowledge and experiences with a wide group of parliamentary library colleagues from around the world. An important consideration was to contain the costs of attending IFLA events by reducing the number of meeting days. In consideration of the above, the intention is to organise a full programme of events focussed on parliamentary libraries within the main IFLA conference days in Puerto Rico with an off-site workshop day.
 - The main events of the Section in 2011 and 2012 will be:
 - IFLA WLIC Congress in Puerto Rico in August 2011
 - IFLA WLIC Congress in Helsinki, Finland in August 2012.
 - The events where the section may be requested to contribute and which are relevant to Section members' activities are:

- World e-Parliament Conference, South Africa, October 2010
- Training event in Latin America, organized by the Global Centre for ICT in Parliament (attendance upon invitation), late 2010 or early 2011
- Fundamental to Democracy, Australia, March 2011, International Symposium, incorporating APLA and APLAP meetings
- World e-Parliament Conference, 2012
- IPU Conference, Quebec, 2012 (this could provide an important opportunity for Section members to engage with parliamentarians and Secretaries General)
- Other events relevant to parliamentary library and research services
 - GLIN conference, Korea, September 2010

The Chair, Ms Fraser, closed the meeting at 16:40.