



## SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

### 2011 Standing Committee Meetings (SCI-II)

#### SCI - San Juan, 13 August 2011 (15:45-17:15)

#### Minutes of the meeting

##### **1. WELCOME AND INTRODUCTION**

The meeting was opened by the Chair, Ms Moira Fraser, at 4 pm, at the end of the satellite meeting of the Section, hosted by the Legislative Assembly of Puerto Rico. Ms Fraser welcomed all SC members and observers attending the meeting, thanking the Legislature of Puerto Rico and IFLA for allowing the Section to hold SCI offsite.

##### **2. APPROVAL OF THE AGENDA AND CONFIRMATION OF APPROVAL OF SC MINUTES 2010**

The agenda proposed was approved. It was agreed that any issues not discussed because of lack of time, would be continued and discussed during SC II on Tuesday 16 August at 13:15, in the main Conference venue. The approval of the minutes of SC meetings 2010 (Gothenburg Sweden, SCI, 10 August 2010; SC II August 2010), already achieved remotely by electronic consultation, was confirmed.

##### **3. ROLL CALL OF STANDING COMMITTEE MEMBERS\***

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

\* Daniel P. Mulhollan resigned from the Standing Committee after retiring from his job in CRS. Note that the Standing Committee members elected to 2011 were still SC members at this Conference, while those elected from 2011 did not become members until after the Conference.

With 13 SC members attending the meeting, the quorum was reached.

#### 4. OFFICERS REPORTS

##### ▪ Chair and treasurer, Ms Moira Fraser

Ms Fraser reported on the Section activities in the last year, focusing on 1) relationship with IFLA, 2) partnerships and 3) regional activities.

##### 1) *Relationship with IFLA.*

Ms Fraser acknowledged very good working relations with IFLA HQ, and governing bodies. IFLA has supported the Section's engagement by complying with a number of requests, such as a close scheduling for the meeting in Puerto Rico and the availability of a free downloadable version of the Guidelines for Legislative Libraries. The most significant initiative was the funding provided by IFLA (through a new IFLA fund) which sponsored a one day entrance to the IFLA 2011 Congress for the participants who attended the training for parliamentary librarians from Latin American and Caribbean countries, hosted by the Assembly of Puerto Rico, and organized by the Global Centre for ICT in Parliament and the Section, in conjunction with the pre-conference.

Ms Fraser also reported about a meeting just held with Ingrid Parent (IFLA President elect for 2011-2013), together with the coordinator of the Global Centre for ICT in Parliament and with the Parliamentary Librarian of Canada (who reported about the possible IPU/IFLA collaboration for the IPU 127<sup>th</sup> Assembly to be held in Quebec in October 2012). The meeting gave an opportunity to share information regarding the future engagements of the Section and Ms Parent expressed appreciation for the Section's activity and engagement.

##### 2) *Partnerships.*

a) The Section wishes to strengthen its relations with other IFLA Sections who share common areas of interest or methodology. The relations with the Information Technology Section and the Knowledge Management Section have been strengthened this year by planning common activities: IT Section was involved in the training organized by the Global Centre, and a joint Session with KM was planned for the current IFLA main Congress which was about to start. More joint sessions and activities with other Sections should be in the focus of the Section to enrich its professional landscape.

b) The most significant partnership developed by the Section outside IFLA is the one with the Global Centre for ICT in Parliament. Ms Fraser mentioned the events on which the two organizations collaborated in the last year: 1) in October 2010 the Section was invited to chair a specialized session at the World e-Parliament Conference 2010 (Midrand, South Africa) on the theme *Building an ICT-based parliamentary library*, where Section members were invited to deliver presentations (Ms Fraser noted that other colleagues joined the Conference as well); 2) In January 2011 the Section was involved in the organization of the International Workshop *"Leveraging ICT to improve services and promote networking and knowledge sharing among Latin American parliamentary libraries"* organized by the Global Centre with the National Congress of Chile; 3) In August 2011, in conjunction with the preconference, a one-day training titled *"Strategies for managing digital library sources"*, directed at heads of parliamentary libraries and research services from parliaments of Latin America and the

Caribbean, was co-organized by the Section and the Global Centre at the Legislative Assembly of Puerto Rico.

An important achievement in this context is the preparation of a *Handbook on ICT based parliamentary libraries and research services*, that the Global Centre is preparing in cooperation with IFLA. Mr. Edmund Balnaves, expert on the use of ICT in libraries and Information Coordinator of the IFLA Information Technology Section, has been selected by the Global Centre to lead this effort, prepare the draft and coordinate a virtual Working Group composed of a number of Section members who provided their inputs, advice and expertise. The handbook covers various topics ranging from cataloguing to digital information services, from digitization to connecting MPs and citizens to services through social media. Further joint activities and common projects with the Global Centre shall take place in the future. Ingrid Parent during the meeting just held showed interest in the broad cooperation that the Section established with the Global Centre.

- 3) *Regional focus*. Supporting the development of regional networks of parliamentary library and research services has been a priority for the Section in the past two years. Regional networks are complementary to the global mission of the Section.

The Section participated in the creation of the Working group on parliamentary libraries of APKN (Africa Parliamentary Knowledge Network) in December 2009 (during a workshop organized by the Global Centre); it participated in the workshop in Chile (mentioned above under point 2b) where a network of Latin American Parliamentary Libraries was informally established in the context of the creation of RIPALC (*Red de Intercambio del los Parlamentos de America Latina y El Caribe* – in English ENPLAC, Exchange Network of Parliaments of Latin America and the Caribbean), which was approved on the occasion of the ASGP meeting in Panama in April 2011; finally, Ms Fraser mentioned an initiative in the Arab countries emerging in the last months, that the Section has been watching with considerable interest: there have been contact with the “USAID-funded and State University of New York/Centre for International Development-implemented legislative strengthening program in Lebanon”, which is carrying out a project of creating an Arab Parliamentary Libraries Network.

Another important engagement for the Section was the International Symposium, *Fundamental to Democracy: Parliamentary library and research services*”, held from 1 to 4 March 2011 at the Australian Parliament House in Canberra which a number of Section members attended, from the Asia Pacific region and from around the world.

Finally the Chair acknowledged the very successful pre-conference just closed and warmly thanked the Legislative Assembly of Puerto Rico and its Library for hosting the Section’s annual meeting in such a professional and generous way. She also acknowledged the role of the Global Centre for ICT in Parliament in making the preconference successful, by bringing to it parliamentary librarians from Latin America and the Caribbean who attended the meeting for the first time, allowing the Section to broaden its network.

Ms Fraser ended her report thanking the SC members for providing an excellent feedback during her term as Chair, and for the time and energy they gave to the Section. Ms Fraser thanked the Secretary and the Information coordinator for working together and expressed special thanks to Ellie Valentine who provided huge support in the organization of the pre-conference in Puerto Rico.

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

The Secretary started her report thanking Ellie Valentine for leading the team in charge of organizing the pre-conference, and for working together with our hosts in the Legislative Assembly of Puerto Rico.

An important project of the Section has been the translation of the Guidelines for Legislative Libraries (new edition, 2010) into several languages: Arab, Chinese, French, Russian, Spanish. All these translations are possible thanks to the support coming by colleagues from parliaments and organizations around the world: the Library of the Parliament of Canada, the Senate of France, the Senate of Spain, the National Library of China, the Federal Assembly of the Russian Federation, the Parliamentary Development Project II for Ukraine (USAID), and the State University of New York-Centre for International Development (USAID).

One main task for the near future is to strengthen the multilingual communication capacity of the Section, to be able to increase an active membership and make progress in enlarging the network. Involving mother tongue colleagues from the SC, or other Section members, to support the Section officers in this issue might be a way to achieve this goal. This could also apply to the translation of newsletters, calls for papers, and other documents produced by the Section.

The contact list of the Section is continuously updated with new colleagues from around the world, reached for example through the Section's participation in conferences and events. One task for the new year is to make the contact list consistent with IFLA Parl 2 (the official mailing list of the Section), making sure that all people who are interested can join it easily.

Contacts with IFLA HQ have been very positive during the past term, and the cooperation on the Section's activities and input was very good, such as scheduling for the 2011 Congress, having all activities relevant to the Section grouped in the early Congress days, allowing therefore more people to attend them globally.

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

Ms Pinha has concluded her term as Information coordinator of the Section and offered support to the future Information coordinator, in charge for the term 2011-2013.

She reported on the implementation of the Section's webpage on the IFLA website, based on the needs for update identified during the conference in Sweden. An overall revision of the website would still be needed. Ms Pinha worked as well on managing the mailing list of the Section, IFLA parl2, which counted 163 members.

**5. STANDING COMMITTEE MEMBERSHIP AND ELECTION OF OFFICERS**

Ms Fraser reported on the elections for the renewal of the SC membership and officers.

*1. Election for Standing Committee*

Thanks to IFLA HQ it was agreed that the total number of SC members for the parliamentary Section could increase from 20 to 22, therefore all the people who were nominated could become members without the need of a ballot. Ms Fraser also mentioned that Iain Watt, who was confirmed as SC member for a second term (2011-2015) had to resign after the elections.

Therefore the new SC taking office after the end of the 2011 Congress, will be made of 21 members.

The Chair took the opportunity to acknowledge the work of Dan Mulhollan, who resigned from the SC and retired from his job in CRS. Dan Mulhollan has given great support to the Section who very much values his work.

The newly elected SC member for the 2011-2015 term are:

- Soledad Ferreiro-Serrano 1<sup>st</sup> term;
- Alim Garga 2<sup>nd</sup> term;
- Lilian Gassie, 1<sup>st</sup> term;
- Junko Hirose, 1<sup>st</sup> term;
- Susan Mansfield, 1<sup>st</sup> term;
- Roxanne Missingham, 2<sup>nd</sup> term;
- Jarle Skjørestad, 1<sup>st</sup> term;
- Cecilia Stadius, 2<sup>nd</sup> term;
- Raissa Teodori 2<sup>nd</sup> term;
- Christine Wellems 2<sup>nd</sup> term.

Ms Fraser acknowledged the contribution of Robert Newlen and Guido Williams, who concluded their term as members of the Standing Committee.

*2. Election of Officers*

As agreed in the 2010 Standing Committee meeting in Gothenburg, in order to enable a smooth transition to the incoming officers during the Puerto Rico meeting, the Chair of the Section conducted the election for the new Section Officers (Chair, Secretary and Information Officer) as a postal vote, to be formally endorsed by a formal election during SCI in Puerto Rico. The postal ballot was confirmed with no opposition.

The Section officers for the 2011-2013 term are:

- Chair: John Pullinger (United Kingdom)
- Secretary: Raissa Teodori (Italy)
- Information coordinator: Innocent Rugambwa (Uganda)

John Pullinger was unfortunately unable to attend the meeting in Puerto Rico, and had sent a letter focusing on the three main directions for the Section's work in the next two years: 1) strengthening working relations with IFLA bodies and Sections; 2) Developing relations with the inter-parliamentary community, and with the IPU, also counting on the excellent relations the Section already has with the Global Centre (Mr Pullinger mentioned the IFLA/ASGP/IPU conference held in Geneva in 2008, and believes the IPU 2012 meeting in Quebec in an important step in this direction); 3) work to support and strengthen regional networks.

John Pullinger will also be the Section Treasurer, who decides how to spend the administrative funds owned each year by the Section and if to apply for project funding. In the past year the administrative funds have been used to partially support the trips of Section officers for attending the regional meetings where the Section was invited (or co-organizer). Funds can be spent, as an example, on translations or on inviting keynote speakers to meetings.

**6. MEETINGS FOR THE NEXT YEAR**

a) The 2012 IFLA Congress will take place in Helsinki, Finland. The Library of the Parliament of Finland will be hosting the Section pre-conference from 8 to 10 August. Ms Sari Pajula, Director

of the Library of the Finnish Parliament shared information regarding the ongoing organization of the meeting. The organization was already in place, and a website was being published ([www.parliament.fi/iflaparl2012](http://www.parliament.fi/iflaparl2012)). Ms Pajula reported on the possibility of having a one-day training ahead of the pre-conference, currently under discussion with the Global Centre for ICT in Parliament; one possible theme for the training could be electronic archiving.

b) Sonia L'Heureux, Deputy Head of the Library of the Parliament of Canada, reported on the progress of the IPU/IFLA collaboration for the IPU 127<sup>th</sup> Assembly to be held in Quebec in October 2012. IFLA would be responsible for hosting a full-day program, in collaboration with IPU and ASGP, that could be structured as a way to seek perspectives from parliamentarians on the approaches adopted by parliamentary library and research services in support to their work. This would be consistent with the IPU/ASGP/IFLA meeting held in Geneva in 2008, and the Section on Library and Research services for Parliaments could prepare workshops to be held during this IPU/ASGP/IFLA day. Key partners for this initiative could include as well the Global Centre for ICT in Parliament, ECPRD (European Centre for Parliamentary Research and Documentation), and NORIA (Inter-parliamentary cooperation program of the *Assemblée parlementaire de la francophonie*). Ingrid Parent demonstrated an interest in this partnership and initiative, which could be of benefit to libraries in society as a whole.

c) The Section may be requested to contribute to the World e-Parliament Conference 2012, a relevant event for the Section's activities.

## **7. CLOSURE OF THE MEETING**

Ms Fraser closed the meeting explaining that the topics that were not discussed would be postponed to SC II. In the mean time she would work on relations with other IFLA Sections by meeting the respective Officers, in order to encourage joint programmes for the next year, besides the joint activity with the IT Section that was already under discussion and that would most certainly take place.



## SECTION ON LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS

2010 Standing Committee Meetings (SCI-II)

### SC II – San Juan, 16 August 2011 (13:15)

#### Minutes of the meeting

#### 1. OPENING OF THE MEETING

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

#### 2. CONFIRMATION OF THE AGENDA AND ROLL CALL OF STANDING COMMITTEE MEMBERS

The agenda of the meeting was approved.

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

#### 3. UPDATES

Ms Fraser reported on the activity carried out during the conference days, in particular regarding contacts established with other IFLA Sections. The collaboration with the IT Section was confirmed, and in addition to that there were arrangements under discussion with the Law Libraries section for a joint session in 2012.

Ms Fraser reminded to the SC about the meeting with Ingrid Parent, and the discussions that took place on the partnership with the Global Centre for ICT in Parliament and with regard to the IPU meeting in Canada.

Mr Innocent Rugambwa, incoming Information coordinator of the Section said he had the opportunity during the week to train on his new office and on the use of IFLA's website. He

attended the training sessions organized by IFLA, and has had the opportunity to train as well with Edmund Balnaves, Information coordinator of the IT Section, who had kindly agreed to give assistance to the new Information coordinator of our Section.

Ms Sari Pajula, Director of the Library of the Finnish Parliament, confirmed the information on the 2012 pre-conference already shared during SCI. A provisional schedule was proposed as follows: Welcome on August 8, satellite meeting offsite on August 9-10, maybe a special workshop day on Saturday 11. On site activities during the main conference program would follow in the next days. The training with the Global Centre for ICT in Parliament, if confirmed, could take place ahead of the pre-conference, on 7 or 8 August.

During the discussion which followed, the issue of the high registration fees for the IFLA Congress was raised, with the hope that IFLA would be able to work on that and lower the fees for the future, in order to allow more people to attend not only the satellite meeting but the main conference as well.

### **3. FEEDBACK ON THE 2011 CONFERENCE AND FOCUS FOR THE SECTION FOR NEXT YEAR**

With regard to the conference format and contents, Ms Fraser asked for feedback on how this year's sessions were received, with special focus on the alternative between interactive sessions and a more academic approach. Some members affirmed they prefer the academic approach with presentation of papers, while others would rather encourage more interactive sessions. A mixture of the two approaches seemed in general to be the best solution, and it was added that to have the interactive sessions in the early days of the conference rather than towards the end would be preferable.

One member pointed out the fact that too many topics had been covered in too little time, not allowing participants to examine the issues in depth. The idea of identifying one theme running through all sessions shall be considered for the future.

"How-to" sessions, on a very practical base were encouraged for the future, for example on "recipes, tips" on how to improve services without extra funding.

Appreciation was shared for the regional meetings, although having a theme and a leader for each of them would help them be more effective. It was said that the regional meetings should be preferably held in the early days of the conference, to encourage informal networking in the following days.

An interesting format used by the CLM (Copyright and Legal Matters) Section was described, very interactive and based on interviews: they had two panels with knowledgeable interviewers about libraries of the future and e-books, including publishers issues; the audience twittered their questions which were scrolling and the interviewer picked some of them to put to the panel. It was very lively both because of the panellists and because the questions were coming from different places – the tweets, the audience.

With regard to topics the following were mentioned:

- technology trends
- taxonomy
- induction programs (the possibility of preparing a handbook on this topic was mentioned)



- parliaments' response to crisis
- science and technology issues and what parliamentarians need to be able to understand the issues.

Sonia L'Heureux reminded that, looking at the IPU Conference in Canada in 2012 there was the idea of building a survey on which to report on.

Identifying themes for joint sessions with other Sections would be important for 2012. With regard to the Law Libraries Section, they are working on a program on the promotion of global access to law, dealing with free, on-line access to authentic law. In the Puerto Rico conference they are dealing with this issue focusing on the Caribbean, Central and South America. For 2012 they are interested in working on Europe, and this could be an interesting topic on which to join forces.

An important issue was raised regarding the need of focusing more on research, and on best practices and lessons learned from each parliament. Ms Fraser added that the Section could consider planning a split between libraries and research in some parts of the programme. She added that the lack of research focus has been brought up in the past by Dan Mulhollan from CRS and that maybe the programme in Finland could be an opportunity to focus more on research issues.

With regard to cooperation it was underlined that the partnership with the Global Centre for ICT in Parliament should help improve contacts between librarians and IT staff. IT staff in parliaments should be encouraged to seek contact with librarians who have skills that can complement their work in managing Parliamentary archives. This would add value to this cooperation, for pursuing the issues of interest of the Section.

The linguistic problem was raised. It was underlined that some people are not able to attend or participate in meetings because of linguistic skills. Interpretation during Standing Committee meetings should be considered as well. A proposal was made about translating the agendas of SC meetings and sending them out in advance. This would also allow discussion of the SC items in the regional meetings, and then report back of the results of discussion at the SC meeting.

There has been discussion on the number of Standing Committee meetings that the Section wants to hold at each Conference. Although it is not binding to have two, Ms Fraser stated that having both allows the Section to use the first SC meeting to review what has been done in the past year and still have the second SC meeting for sharing information on what has happened during the current conference days and for discussing the plans for the year ahead, based on the meetings that have just been held.

## **7. CLOSURE OF THE MEETING**

Ms Fraser closed the meeting thanking members and observers for the feedback received.