



Standing Committee of IFLA Section on Library and Research Services for Parliaments

Minutes of meeting of 14 August 2008, Quebec.

1. The **Agenda** was approved
2. The **roll call** of Standing Committee Members:

Present: Irina Andreeva, Caryn J. Carr, Anita Dudina, Moira Fraser, Alim Garga, Esther Kamau, Roxanne Missingham, Eleni Mitrakou, Daniel Mulhollan, Gro Sandgrind (Chair), Raissa Teodori, Iain Watt (Secretary), Christine Wellems, Guido Williams Obreque.

Apologies were received from Margareta Brundin, Elisabeth Malmhester, Albert Ntunja, Younghee Park and Janet Seaton.

Observers: Susan Mansfield, Samuel Fonkam Azuu, Susan Swift, Chama Mpundu Mfula, Bushra Nazli, Munazza Mashkoor, Tembi Chalabesa-Mtine, Innocent Rugambwa, Donna Scheeder, Stelina Maria Pinha, Simone Bastos, Susanne Brilliant, Ellie Valentine, Ariel Lebowitz, Wojciech Kulisiewicz, Andrzej Dziubecki, Joseph Jackson.

3. **Officers Reports**

Chair

Gro Sandgrind asked for approval to spend the Section's administration money from IFLA (max. 610 Euro) on the IPU event in October. This was agreed.

Secretary

The pattern of three newsletters by email would be continued. The aim would be to get the first out in time to promote the Geneva conference (i.e. by mid-September). The Secretary would try to do some work on membership in 2009, focusing on Europe given the location of the next conference.

Information Coordinator

Moira Fraser presented slides on the new IFLA website which is under development. It will have new facilities for Sections including the possibility to have wikis and forums. There will be multilingual options although filling out multilingual content will depend on a system of volunteer translators. The site will have a content management system. Databases will be accommodated in a second phase so taking on the World Directory of Parliamentary Libraries web resource (currently hosted by the Bundestag) will need to wait for that. Launch of the first phase development is scheduled for January 2009.

Decisions will be needed on who will be authorised to put content on the Section pages and on editorial guidelines.

The old IFLA site will be archived so links (e.g. to specific papers on it) will still function. It was noted that the new site would give the opportunity to re-organise the old content - for example, to make the past conference papers accessible by theme, not just by year.

4. Strategic plans

A new Strategic Plan will be needed for autumn 2009. It should integrate with the IFLA Strategic Plan. Iain Watt will prepare a first draft.

5. IFLA Council and Divisional Coordinating Board

The new IFLA statutes were adopted.

The number of Divisions will be reduced to five with the Section belonging to Division 1 which includes all Sections based on particular types of library - a much bigger Division than now. Donna Scheeder asked that the issue of free registration for external speakers be raised at Coordinating Board. The current allocation is one per Division but the new Division is much bigger - many more Sections will compete for the free registration.

The new Secretary General of IFLA will be Jennifer Nicholson (from Australia). A new post of communications officer has been created. Stuart Hamilton has joined IFLA to deal with copyright, legal matters and development of funding from sources other than membership fees.

Annual Report - IFLA has 1075 members. Finances are stable. 40% of finance comes from membership fees. New members will pay a higher fee than existing members renewing in 2009. The new website is an important development.

It was agreed to recommend the paper of Yvonne Earle to the Coordinating Board as the nomination for publication in the IFLA journal.

6. Evaluation of the Conference

Conference: attendees are urged to complete the feedback survey. IFLA would like to receive reports and photographs from the conference.

The hotel problem had affected many people, not just this Section. In discussion with IFLA, Congrex had blamed the problems on one hotel. It was also clarified that the accommodation management was handled by Concorde Services not Congrex. [Note that Concorde Services is a UK company acquired by Congrex in 2005. Congrex has the contract for conference organisation until 2009 - IW 21/8]. Committee members were not satisfied that Concorde had performed satisfactorily in managing the problems, even if they had not caused them. The issue will be raised at the Coordinating board and Iain Watt will prepare a letter to be sent to IFLA and Congrex/Concorde.

Other feedback for the Coordinating Board: Positive views on the volunteers, the sound systems, the centre's layout and signposting. Negative views on the arrangements for the interpretation headsets especially the requirement for credit card or driving licence as this was discriminatory (against delegates without either).

The Section should send letters of thanks to Bill Young, Phillipe Sauvageau and François Côté.

7. Elections

According to the IFLA timetable, all members of the Section will receive a call for nominations for the Standing Committee to fill vacancies in the 2009-13 term. The deadline for nominations will be in February and, if necessary, a ballot will be held in April with results being published in May or June. A notice of the vacancies should be in the next Newsletter.

Before 15 June 2009 the Chair will circulate all members of the Standing Committee inviting them to stand for the positions of Chair and Secretary in the term 2009-2011. An election, if necessary, will take place at the first Standing Committee meeting in Milan. The role of Information Coordinator, although not formally an Officer, will be filled in the same way.

The Chair and Secretary will be participating in nomination and election of Officers for the Division and Professional Committee of IFLA.

8. IPU/ASGP/IFLA one-day conference in Geneva

Proposals for speakers to Gro Sandgrind.

Following a meeting with Claudia Lux (IFLA President) it appeared that she would be available, although possibly only for the morning due to other engagements.

9. Future IFLA conferences

2009 Rome/Milan

Raissa Teodori (RT) is the main operational contact for the Section. Alessandro Palanza, Deputy Secretary General, is the senior official responsible for the Library and is leading the project for the Italian Parliament.

RT has identified two hotels close to the Library (where the conference will be based) and will make a block booking to ensure availability.

The informal working group reported back on some outline thoughts to be discussed with Alessandro Palanza.

Pre-Pre-Conference - Tuesday 18 August - the Global Center for ICT in Parliament will offer training with some monetary support to attend for selected delegates. This is not part of the Pre-Conference as such and attendance is not expected from all delegates.

Saturday 22 August

RT will make provisional block booking for SC members for train travel from Rome to Milan. There will be a Standing Committee meeting on Saturday afternoon to which all delegates are invited (you do not need to be a member of the Committee to attend, although any formal votes are restricted to members). The travel time (station to station) Rome-Milan is four hours and thirty minutes.

Wednesday 26 August

Management Workshop day is normally the Wednesday of the IFLA conference as that is when the IFLA library visits are held - but that needs to be confirmed for 2009.

There is a problem to find a place for the day in Milan. RT has spoken to the *Consiglio Regionale della Lombardia* which has agreed to offer space. There will need to be some clarification as to what they expect (e.g. will this just be friendly assistance with rooms or do they assume some kind of event or presentation as part of the day?) and what they are offering - e.g. number and size of rooms, technology and equipment available etc. These details are necessary to plan the day's activities and timetable. At the moment the assumption is that there will be around 80 delegates.

Susan Mansfield has agreed to organise the day again following her success in Quebec. Bushra Nazli (Parliament of Pakistan) and Milvia Priano (European Parliament) will assist. Susan Mansfield aims to transfer her knowledge gained in organising the 2008 Workshop and will also write a brief note (checklist).

Monday, Tuesday or Thursday

The Section will have at least one session in the IFLA conference and this may extend to two if it cooperates with another Section. The proposal for 2009, which is linked to overall theme of the IFLA Conference, is for "Changing visions: parliamentary libraries past, present and future". (The official theme of the Milan IFLA Conference is "Libraries create futures: building on cultural heritage"). This will allow papers on history, parliamentary library buildings, current best-practice and strategy for the future. The Section for Library History has been approached as potential co-sponsors. One suggestion was to bring in a futurologist to widen the horizons of the discussion. Another comment was the risk that we might 'lose our past' without due attention to preservation of digital-only material.

A call for papers for both the Pre-Conference and Conference will be made in the autumn, probably in the Newsletter.

The Knowledge Management Section has asked us to co-sponsor a session and this was agreed.

Roxanne Missingham offered that Australia & Chile could provide an introduction/training to some Web 2.0 tools during the 2009 conferences. The meeting could not identify a time-slot for this. It was agreed that a first step could be a short article for the Newsletter on this topic, to be provided by the Chilean parliamentary library.

Roxanne Missingham proposed that we survey the training/development needs of Section members. The aim would be to develop a multi-year programme of activities that could be delivered at the next few conferences. This would tie in with the Strategic Plan. Roxanne, Susan Mansfield, Raissa Teodori and Iain Watt agreed to work on this.

Membership of the Section and attendance at Pre-Conferences and Management Workshops

Iain Watt asked if membership of the Section would be a requirement of attending the Pre-Conference. He noted the approach of the Canadian Parliament in charging non-members for the costs of the social programme and meals. This sparked a lively discussion. Summary: there is no clear policy on membership. It has been possible to attend Pre-Conferences and the Management Workshop day; to be part of the IFLAparl email list; to receive the Section newsletter; and to attend Standing Committee (but not vote or be an Officer); all without being a member. The only Section activity that requires IFLA membership (or payment of a higher Conference fee) is entry to the main Conference. [Ellie Valentine noted after the meeting that neither the Section website nor the leaflet even mention the idea of formally joining the Section].

However, the costs of IFLA membership may be a deterrent to participation by parliaments that would benefit. Does the Section exist to promote good practice (and incidentally attract some paying members) or is membership development a key objective? Does free access lead eventually to membership anyway? What incentive is there to join when almost everything is free? Could payment of IFLA membership be a useful form of aid to parliaments in less-developed countries, allowing them full access and status in the Section? The costs of IFLA membership are quite opaque as they vary according to certain criteria. There was also some doubt about the validity of different types of membership of IFLA for the Section - institutional, individual, and indirect individual via the local library association. Donna Scheeder and Dan Mulhollan volunteered to investigate these issues. Ellie Valentine said she would check if USAID could offer membership as part of its support to parliaments.

As this topic had not been an Agenda item further discussion was postponed to a later date. It should be clarified before work is done on membership promotion. It was suggested that promotion should start with non-member parliaments who had already sent delegates to Section events or who were subscribed to IFLAparl or the Newsletter.

2010 Brisbane

The Association of Parliamentary Libraries of Australasia (APLA) has offered to organise a Pre-Conference, to take place 11-13 August in Canberra, Australia. The location would favour participation in the Section by members of APLA and also APLAP (Association of Parliamentary Libraries in Asia and the Pacific). Funding and assistance will be sought to support participation and membership by parliaments in the region, especially the Pacific.

The theme of the main IFLA Conference will be "Engaging, Embracing, Empowering" and the proposed theme for the Pre-Conference is similarly alliterative: "Foundations and futures".

The proposed topics to be addressed are:

- Innovation in parliamentary research and library services
- Evaluations in best practice
- Client perspectives

- Workshops on research methodologies, knowledge services and outreach/public programs

In addition, training workshops on topics such as communications with clients (reference/research activities) and cataloguing using free software may be held.

The question of attendance by non-members had already been raised by Roxanne and Moira in relation to this event.

2011 Puerto Rico

The 2011 conference will be located in Puerto Rico. Dan Mulhollan said he had contact with the parliamentary assembly there and would check out possibilities for the pre-conference.

Future topics for discussion at conference

Two items were added to the list of topics for future conferences:

- Training and orientation of Members of Parliament
- Archiving parliamentary material

10. **Future activities of the Section**

Members were asked to reflect on what, apart from conferences, they wanted the Section to do. This reflection would be needed for the Strategic Planning exercise.

Finalising the Guidelines for Legislative Libraries would be a major activity in 2009.

The Chair noted that the range of volunteers was increasing and this meant, perhaps, that the idea of reducing conference activity did not need to be pursued. The Section could, if interest was maintained, support both a Pre-Conference every year and some non-conference work.

11. **Regional organisations**

Regional organisations had been invited to circulate reports in advance but none had been received. Highlights/questions could be dealt with at the meeting.

APLA: A scholarship of 1500 Australian Dollars was now on offer to a selected member of staff from an Australasian parliament every second year. The policy on exchanges and secondments had been established/revised.

APLESA: Uganda was seeking to revive the organisation.

APLAP: The conference had to be relocated following a coup in the original host country.

Nordic: Decided that would not exchange official papers any longer. A 'hotline' system had been established to request copies when needed.

IPRIN: this is a new network which is based in, but not limited to, UK assemblies. Participation is flexible.

12. **Other business**

Donna Scheeder reported that an IFLA Discussion Group on 'international relations within national organisations' had been set up, with 82 signatures.

Gro Sandgrind thanked Roxanne Missingham for writing a note in the IFLA Express no 7 on the Section's pre-conference.

There was also an article on the Section's programme session in IFLA Express no 6.

The Committee thanked Gro, Iain and Moira for their work in the year.

The meeting was declared closed.