



## International Federation of Library Associations and Institutions

### MID-TERM MEETING OF THE METROPOLITAN LIBRARIES SECTION OF IFLA HELD ON MAY 10, 2007 IN SEATTLE, USA

#### Present

Liv Saeteren (Oslo) (Chair)  
Sharon Thien (Singapore)  
Vicki McDonald (Queensland) (Information Coordinator)  
Dzidra Smita (Riga)  
Aline Girard (Paris)  
Tomas Rehak (Prague)  
Jane Pyper (Toronto)  
Jens Ingemann (Copenhagen)  
David Bradbury (London)  
Alena Cerna (Prague)  
Marja-Liisa Vilkkio-Hamalainen (Helsinki)  
Barbara Clubb (Ottawa)  
Visnja Cej (Zagreb)

Davorka Bastic (Zagreb)  
Anna Broll (Barcelona)  
Thomas Galante (New York)  
Ignasis Bonet (Barcelona)  
Judit Terma Grassa (Barcelona)  
Naida Tattersall (Queensland)  
Peter Fodor (Budapest)  
Deborah Jacobs (Seattle)  
Wang Shi Wei (Shanghai)  
Sharan Harvey (Brisbane)  
Carola Schelle-Wolff (Hannover)  
Gerard Reussink (Rotterdam)

No	Item	Action by
1	<b>MetLib Section of IFLA: Mid-Term Meeting of 15 Sep 2005 held in Riga, Latvia</b>	
1.1	<p>The minutes of meeting held on September 15, 2005 in Riga, Latvia were passed with the following amendments: Para 1.1: Hans van Velzen Para 1.4: Liv</p> <p>This was proposed by Barbara (Ottawa) and seconded by Thomas (New York).</p>	
2	<b>Presentation by Aline Girard on Paris Meeting in 2006</b>	
2.1	<p>Members were referred to the IFLA website (<a href="http://www.ifla.org/VII/s46/conf/2006/Programme2006-Paris.htm">http://www.ifla.org/VII/s46/conf/2006/Programme2006-Paris.htm</a>) for last year's conference proceedings in Paris. A short presentation of the photo gallery was shown.</p>	
3	<b>IFLA Division III Coordinating Board Draft Minutes</b>	
3.1	<p>Liv highlighted some of the main issues that were raised during the March 2-3, 2007 meeting:</p> <ul style="list-style-type: none"><li>Guidelines for Babies – comments from Met Lib section were noted</li><li>IFLA Conference 2007 in Durban – Liv commented that there seemed to be little Met Lib presence at the Open Session in the Durban conference. We would need to consider how to profile ourselves better at this platform.</li></ul> <p>Liv explained that the usual 1-hour open session by each individual section has given way instead to a full day combined Divisional meeting.</p>	
3.2	<p>Gerard asked if we could use any of the tools mentioned under Any Other Business for our projects. He referred specifically to the professional editing tool used in Norway and the web page by the</p>	

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	<p>Children Section.</p> <p>Liv explained that there were still some unresolved issues with respect to the professional editing tool. She would attempt to make some contact with the Children Section and ABM to find out more on the progress of these two projects.</p>	Liv
<b>4</b>	<b>IFLA Division III Draft Programme for IFLA Conference in Durban</b>	
4.1	<p>Liv informed that the draft programme for the combined Divisional meeting would be posted on the web soon.</p> <p>Our section will be represented with a presentation by Barcelona.</p>	
4.2	<p>There will be a 3-hour combined open session with Marketing Section on August 21, 2007 at 1345 hours. The following presentations have been proposed:</p> <ul style="list-style-type: none"> <li>• Usability of public libraries</li> <li>• Creating and marketing a wow library</li> <li>• Re-brand/re-positioning wow libraries for the 21<sup>st</sup> century</li> <li>• Latest achievements in Stockholm libraries</li> </ul>	
<b>5</b>	<b>IFLA Division III Committee Members 2005 - 2007</b>	
	<p>There were some concerns about the continuity of membership in the Division as most members have already served or are serving their last term of office.</p> <p>Barbara asked if there is going to be an election for a new Chair for the Division and if Liv is interested in running for the position. Liv was unable to provide an affirmative reply but mentioned that there is also a need for a re-election of standing committee members and office bearers for our Section.</p>	All to note
<b>6</b>	<b>MeLib Section Project – Updates by Members</b>	
<b>6.1</b>	<b>Section Brochure – Sharon Thien</b>	
	<p>The completed brochure will be amended and uploaded on to the IFLA website after the Seattle conference. Hard copies will be printed for dissemination during the Durban conference. Volunteers to translate the brochure into the following languages were confirmed:</p> <ul style="list-style-type: none"> <li>• French – Aline Girard</li> <li>• Spanish – Judit Terma Grassa</li> <li>• Russian &amp; Latin – Dzidra Smita</li> <li>• German – Carola Schelle-Wolff</li> <li>• Chinese – Wang Shi Wei</li> </ul> <p>All translated versions can be sent directly to Vicki for uploading on to the IFLA website.</p>	Vicki
<b>6.2</b>	<b>Scholarship Grant – Sharon Thien</b>	
	<p>Barbara asked how this scholarship grant is being promoted within the Section. Vicki referred members to para 7.1 of the minutes of last year's business meeting in Paris. The host country will be responsible for publicising and promoting the application for this grant.</p>	All to note

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	<p>Tomas again reiterated on the need to open this scholarship grant to needful metropolitan libraries.</p> <p>Liv suggested that greater awareness of the scholarship grant could be made known informally during the Durban IFLA Conference.</p>	
<b>6.3</b>	<b>Guidelines and Best Practices – Sharon Thien and Barbara Clubb</b>	
6.3.1	<p>Sharon gave the background context to the writing of the first draft and the subsequent email exchanges among members of the working group (Barbara, Judit, Gerard, Thomas) prior to the Seattle Conference. During the Seattle Conference, the working group met twice to debate on the purpose and contents of the first draft.</p>	
6.3.2	<p>Barbara gave a summary of the group's deliberation as follows:</p> <p>The working group agreed that much of the contents of the first draft were similar to the guidelines set forth by the Public Libraries section. Informal polls with members of the section during the week indicated that members were unlikely to use the proposed guidelines.</p> <p>Hence, the decisions were:</p> <ul style="list-style-type: none"> <li>• To ensure that the outcome of the project is of practical use to members of the section.</li> <li>• To revise the project scope so as to put forth something that goes beyond guidelines and best practices although Claudia did suggest that the continued inclusion of the term "guidelines" either as part of the main or sub title will be useful to any IFLA member keen to seek out such information for guidance and benchmarking.</li> <li>• To propose a program of excellence for metropolitan libraries. It should document how library service excellence can be achieved; what constitute library service excellence and what steps ought to be taken to enable metropolitan libraries attain the different stages of excellence.</li> </ul>	
6.3.3	<p>A more detailed proposal will be submitted during the Durban conference or next year's business meeting. Meanwhile, the working group members would research on their respective countries' quality assurance models.</p>	Project team
<b>6.4</b>	<b>Benchmarking Criteria for Library Evaluation – Jane Pyper</b>	
	<ul style="list-style-type: none"> <li>• Toronto Public Library would be issuing the 2006 survey shortly.</li> <li>• The ISO 2006 edition of the international library statistics has been issued and the definitions used in the Met Lib Section survey will be reviewed and updated as necessary.</li> <li>• There has been some difficulty contacting the Advisory Committee but they would try again. Members of the Committee include Toronto, Barcelona, Singapore and Zagreb.</li> <li>• Contact with the Tibido project would be pursued to see if there is opportunity for cooperation</li> <li>• The project has been accepted as a submission for the pre-conference for the IFLA Statistics Section in Capetown in August 2007. The presentation will cover the goals of the project and the results thus far.</li> </ul>	<p>Toronto PL</p> <p>Advisory Committee</p> <p>All to note</p>

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	<p>Barbara enquired about the process that needs to be followed should project teams require additional funds. Liv explained that the Section should utilise all allocated funds first before going back to IFLA for more money.</p> <p>Sharon added that as part of the annual financial report submitted to IFLA, we are required to provide an update on the section projects. Any request for more money can then be made on prescribed forms for such updates.</p>	Project Leaders to note
<b>6.5</b>	<b>MLS Videonews – Gerard Reussink</b>	
6.5.1	<p>Gerard gave an update on behalf of Christine Mackenzie on the proposed revision to the project scope. In the light of Web 2.0 technologies, the project team proposed a revised project scope to create a collaborative workspace for members of the Section to contribute to. The project will be presented at the next conference in Prague.</p> <p>Barbara asked if we are considering the use of Facebook or My Space for Met Lib members.</p> <p>Gerard replied that the project would need to search for the best examples or models before recommending an appropriate tool for the section to use. He requested members to send links of libraries that have already embarked on the use of such tools.</p>	<p>Christine</p> <p>Members to note</p>
6.5.2	<p>Thomas commented that one of the issues or challenges would be to consider how we could keep contributions “closed” among section members and control access if we are to use open access tools such as Facebook and My Space.</p> <p>Liv added that while access rights can be accorded at different levels, the fundamental issue is sustainability. Gerard commented that if the other sections are facing the same issue, we should discuss and seek solutions collectively.</p>	
<b>6.6</b>	<b>Database of Customer Surveys – Sharan Harvey</b>	
6.6.1	<p>Sharan explained that one of the biggest challenges encountered by the project team is the issue of copyrights/intellectual property rights since most of these surveys were conducted by research companies and consultants commissioned by the libraries. As such, it would be difficult to create a database of such surveys for needful metropolitan libraries that could not afford to commission such studies.</p> <p>Jane suggested that we could include in each year’s benchmarking statistical survey, a component that covers different aspect of library needs. In this case, a section on findings from customer feedback or questions used in customer surveys can be included in the annual statistical survey.</p>	
6.6.2	The project team was requested to summarise all the various issues and to revert with a recommended proposal.	Project team

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	<p>Thomas commented that it would be good if the project could somehow be put into the collaborative workspace that Christine's team is looking into.</p> <p>Sharan agreed to explore ways to link this project with the Benchmarking and Collaborative Workspace projects.</p>	Sharan
<b>6.7</b>	<b>History of INTAMEL – Christian Relly</b>	
	<p>Christian has emailed members via Intlub on his intent to embark on a new project to document the rich history of INTAMEL including the past conferences and publications.</p> <p>A call is made to all members to contribute materials, documents etc on past INTAMEL conferences especially before 1980 and submit them directly to Christian.</p>	All members to note
<b>7</b>	<b>MetLib Section Financial Statement</b>	
	<p>Sharon presented the Financial Report on behalf of Ai Cheng.</p> <p>Gerard asked if we could consider re-deploying funds from inactive or yet-to-be-started projects to other projects that may require additional funding.</p> <p>The report was proposed for acceptance by Barbara and seconded by Thomas.</p>	
<b>8</b>	<b>Met Lib Section Mid-Term Meetings</b>	
8.1	Tomas and Alena made a short presentation on 2008 conference in Prague. A formal invitation was distributed to all members present at the meeting. In addition, a special website ( <a href="http://metlib.mlp.cz">http://metlib.mlp.cz</a> ) was recreated to provide regular updates on the conference. The photos taken during the Seattle conference will be available through this website.	All to note
8.2	<p>Vicki proposed to swop with HKPL on the hosting of the Met Lib conference in 2009. As 2009 is the State of Queensland's 150<sup>th</sup> anniversary, both Vicki and Sharan's libraries would like to co-host the 2009 Met Lib conference.</p> <p>Liv would write to HKPL officially to invite them to host the Met Lib conference in 2010 instead.</p>	<p>All to note</p> <p>Liv</p>
<b>9</b>	<b>Any Other Business</b>	
9.1	<p><b>International Exhibition on Reading</b></p> <p>Shanghai Library hopes to curate and organize an international exhibition on reading in the second half of 2008. Following the exhibition in Shanghai, it will then be available as a roving exhibition to other members of the Met Lib section.</p> <p>Prof Wang requested members to submit photos on reading taken in their respective countries as possible submissions for this exhibition.</p>	

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	<p>He would be preparing a project proposal explaining the goals and objectives of the exhibition as well as to call for photo submissions in the later part of 2007.</p> <p>The proposal will be disseminated via Intlub to all members.</p>	<p>Prof Wang</p> <p>All to note</p>
9.2	<p><b>New Standing Committee Members for Met Lib Section</b></p> <p>Liv explained that the Standing Committee of any IFLA Section could have between 10 to 20 standing committee members. For the section to continue, one of the criteria is to ensure that there are more than 50 members in the section.</p> <p>As such, she has proposed to elect the following new members into the Standing Committee during the Durban conference:</p> <ol style="list-style-type: none"> <li>1. Vicki McDonald (Queensland)</li> <li>2. Gerard Reussink (Rotterdam)</li> <li>3. Francoise Berard (Paris)</li> <li>4. Thomas Galante (New York)</li> <li>5. Thierry Grognet (Paris)</li> <li>6. Louise Guillemette-Labory (Montreal)</li> <li>7. Kathleen Imhoff (Lexington)</li> <li>8. Jens Ingemann (Copenhagen)</li> <li>9. Yei-jin Kim (Korea)</li> </ol>	All to note
9.3	<b>Election of Office Bearers in Durban</b>	
	<p>According to the rules, an email or snail mail will be sent to all members of the section informing them about the impending elections sometime in June.</p> <p>Although Liv and Ai Cheng have served two terms of office, they are still eligible to serve another term. Members, however, are free to nominate anyone to be the Chair, Secretary/Treasurer and Information Coordinator. The elections are likely to be held on the first day of the Durban conference.</p> <p>Liv expressed her delight in being the Chair of the Met Lib Section.</p> <p>Naida would like to place on record the Section's appreciation towards Ai Cheng for her role and contributions as the Secretary and Treasurer of the Section.</p>	All to note
9.4	There being no other matters, the meeting ended at 10.30am.	

Recorded by: Sharon Thien

Approved by: Liv Saeteren