



Library and Research Services for Parliaments Section

Minutes of the 1st Standing Committee Meeting

Berlin, Germany

August 2, 2003

1. Opening of the meeting

Participants:

Brundin (Chair)	M.	Falk	E	Mohabe	E
Abhari	A	Ferrario	S	Mwakio	G
Adcock	N	Finsten	H	Oostlander	S
Afonin	E	Floistad	B	Paré	R
Agama	J	Gardner	B	Parker	S
Ali	S.M	Griffin	G	Perrson	T
Ali Abdel Elah	W	Han	J	Perry	S
Andreeva	I.	Harazti	K	Pujayanti	A
Angelova	M.	Holden	H	Raliile	D
Baines	P	Horvath	I	Rugambwa	I
Bjernback	M	Hubert	A	Sandgrind	G
Blagniene	R	Johnston	R	Sarku	G
Brian	R	Jonas	S	Scheeder	D
Brown	C	Kamav	E. M	Segmundo	S A
Choi	M	Katayama	N	Seng	S
Chomhuen	B	Kelemen	I	Shakya	R
Chomphalaphel	D	Keukens	J	Siplane	A
Clark	D	Khachatryan	F	Smite	S
Coing	M	Kim	Y-J	Songord	I
Csako	B	Kimhi	N	Sosna	K
Cuninghame	K.	Kirkwood	F	Staskiewicz	w
Degens	H	Kohl	E	Swartz	B
Delano (Secretary)	M.	Kulisewik	W	Tingela	P
Diallo	M	Lawani	S	Tinlengar	R
Dietrich-Schulz	E	Lee	S. H	Umeda	H
Dietz	W	Lukarevski	T	Valentine	E
Diop	A	Maia	C	Vansteelandt	B
Dudina	A	Makata	A	Verrier	J. R
Dziubeck	A	Mensah	C. A	Wansleben	P
Elhenawy	S	Milogo	J.A	Wasj	I
Eunhee	H	Mitrakou	E.	Zatkalikova	A

(I. Coordinator);

2. Approval of the Agenda

The agenda for the SC meeting was approved.

3. Approval of the Minutes of the Standing Committee meetings in Glasgow, August 2002

The Minutes of the SC meetings in Glasgow were approved.

4. Officers report (membership report, financial report).

- The Libraries and Research Services for Parliaments has 115 registered members.
- Ms. Margareta Brundin gave the financial report for the Section: the Section received 610 EU, which are used for renting the venue for the management workshop.

5. Roll call of Standing Committee members

SC members present:

- Marialyse Delano; Waafa Ali Abdel Elah; Sara Parker; June R. Verrier; Dona Scheeder; Cristiane de Almeida Maia. (2003-2007)
 - Irina Andreeva; Keith Cuninghame; Eleni Mitrakou; Richard Parè; Gro Sandgrind (2001-2005)
 - Corresponding members present: Margarita Angelova; Anita Dudina, Hisae Umeda
 - SC Not present: Patricio Aranda-Torres; Wojciech Kulisiewicz; Choi Moon Hyu; Bernard Nzo-Nguty; Karl Min Ku; Josephine Moesi; N.K. Singh.
 - Corresponding members not present: Tembi Chalabase Mtine; Bharti Tiwari
- Outgoing SC and Chair: Margareta Brundin

6. Elections

During the SC I meeting, elections for Chair, Secretary and the appointment of Information Coordinator were considered. M. Brundin offered the floor and the SC unanimously elected:

Ms. Marialyse Délano Serrano, from the Chilean Library of Congress as Chair of the Section.

Dr. June R. Verrier, from the Australian Commonwealth Parliamentary Congress Library, as Secretary of the Section.

Mrs. Gron Sandgrind, from the Norwegian Library of Congress, as Information Coordinator.

The incoming officers as well as the floor, congratulated and effusively thanked Ms. Brundin for her extraordinary work as Chair of the Section. During her period as Chair the Section held stimulating and content filled meetings, which contributed to strengthening Parliamentary Library and Research Services to all of the participants and beyond.

7. News from the Coordinating Board

The report from the Coordinating Board was provided to the Section. The most important aspect discussed was the new guidelines for future conferences, which provide for less time for meetings as well as meeting places. This will have particular impact on the

Parliamentary Libraries and Research Services. National Libraries and General University Libraries provided their reports on recent activities.

Mr. Pasadas indicated there would be an extra Coordinating Board and a Strategic Planning activity with Kay Raseroka, the incoming IFLA President.

8. Reports on regional activities

- European Centre for Parliamentary Research and Documentation (ECPRD), Mr Karel Sosna, Czech Republic
- Association of Parliamentary Libraries of Australasia (APLA), Ms Nola Adcock, Australia
- The Association of Parliamentary Librarians in Canada / L'Association des bibliothécaires parlementaires au Canada (APLIC / ABPAC) Canada
- Association of Parliamentary Librarians of Asia and the Pacific (APLAP)
- Association of Parliamentary Libraries of Eastern and Southern Africa (APLESA), Grace Mwakio
- Association of African Parliamentary Libraries (AAPLDA)
- The Association of French-speaking Parliamentary Libraries (PARDOC), M. Francois Milogo, France
- US National Conference of State Legislatures (NCLS) , Ms. Donna Scheeder, USA
- Nordic Countries, (NC), Ms Gro Sandgrind

9. Action plan – comments

New strategic plans must be submitted by October 15th, so the Officers will draft an updated version and mail to the SC for the comments and suggestions.

10. Future Conferences

There was considerable and general concern about the restrictions for Buenos Aires, regarding the reduced time slots. It was decided that a proposal would be submitted to the GB of IFLA, requesting an exemption for 2004, as a transitional year.

• IFLA 2004, Buenos Aires

The IFLA 2004 Conference in Buenos Aires was confirmed, as well as the Pre-conference to be hosted by the Chilean Library of Congress. Planning is well under way.

11. Other Issues and useful information for present conference

12. IFLA booth schedule

The IFLA booth was agreed, would be attended in the time slot for the Section, by M. Delano and M. Brundin.

Library and Research Services for Parliaments Section homepage:

<http://www.ifla.org/VII/s3/sparll.htm>



Library and Research Services for Parliaments Section

Minutes of the 2nd Standing Committee Meeting Berlin, Germany August 8, 2003

Present

Marialyse Delano-Serrano, Chile (Chair)
June Raye Verrier, Australia, (Secretary)
Gro Sandgrind, Norway, (Information Coordinator)

Irina A Andreeva, Russian Federation
Margareta Angelova, Bulgaria
Keith Cunninghame, United Kingdom
Cristiane de Almeida Maia, Brazil
Eleni Mitrakou, Greece
Richard Pare, Canada
Sara Parker, Missouri, USA
Donna W. Scheeder, Washington DC
Hisae Umeda, Japan

Standing Committee Apologies

Patricio Aranda-Torres, Peru
Margareta Brundin, Sweden (outgoing Chair)
Anita Dudina, Latvia

Observers

Rob Brian, New South Wales, Australia
Marga Coig, Germany
Hugh Finsten, Canada
Rob Johnston, Australia
Karel Sosna, Czech Republic

1. Opening of the Meeting

Ms Delano opened the meeting by welcoming participants and noting its new structure. At Standing Committee (SC) I it was decided that Standing Committee II would be restricted to SC members for discussion and decisions making but that all members of the Section were welcome as observers. Observers could speak at the invitation of the Chair. Ms Delano also noted that for reasons of cost, future

Newsletters would only be provided electronically. Section members who did not have access to email could continue to receive a printed copy.

ACTION 1: Section members without access to email to advise the Secretary, Dr Verrier, of their wish to receive a printed version of Newsletters by faxing 02 62772528 or writing to Parliament House, Canberra, ACT 2600, Australia.

2. Approval of the Agenda

Ms Delano proposed to add three items to the agenda (i) Agenda 6: a report on Coordinating Board Standing Committee II Strategy Meeting chaired by IFLA President, Kay Raseroka and (ii) Agenda 7: the role and membership of the Parliamentary Libraries and Research Services Standing Committee. This would make the subject of Future Conferences, IFLA 2004 in Chile and Argentina and Subjects of Interest for Future Conferences as agenda items 8 and 9. The third addition, as agenda 10 was the ECPDR Project. The meeting agreed to these changes.

3. Roll call of SC members

Those listed as present above.

4. News from the Coordinating Board

Ms Delano reported that the second Coordinating Board had yet to meet and that she would therefore report back on this in the Section Newsletter.

ACTION 2: Ms Delano to prepare a report on the second Coordinating Board for the next Newsletter.

5. Evaluation of the Berlin Conference: attendance, venue, contents etc.

Ms Delano reported that the attendance at this year's meetings in Prague and Berlin had been exceptional with 90 participants in Prague, 140 attending the Research Day, 130 attending the Open Meeting, 89 the day in the Bundstag and Riksrat and 70 attending the Workshops at Humboldt University. Four thousand had participated in the Berlin IFLA and the general consensus was that everything had been remarkably well organised. The Section had had, yet again, an exceptional agenda across Research, Open Meeting, Workshop and Parliamentary visit days. Ms Delano expressed the Section's great appreciation to outgoing Chair, Margareta Brundin, for all the exceptional work she had put in for the Section, especially at a time which had been personally one of great strain for her. She also expressed the Section's thanks to Marga Coig who had worked so hard to give us an exceptional day visiting the upper and lower houses of the German Parliament and the insights she had provided into the extraordinary difficulties and enormous challenges that Germany's unification had brought with it.

6. Coordinating Board Standing Committee II: Kay Raseroka – Lifelong Literacy

Ms Delano reported that this meeting was chaired by IFLA's President and included the Chairs and Secretaries of this groups' Sections. The approximately 130 participants were divided into groups of 10-12 and asked to brainstorm future initiatives which could be taken by IFLA to advance lifelong literacy. Rapporteurs reported back and Ms Raseroka promised that all of these would be coordinated in a report to be available on IFLA's site in the near future.

The particular significance of this meeting was that the President of IFLA engaged in an open and creative consultation process with the elected executives of IFLA's Sections about ideas and initiatives for the future. This was the first time this has happened in IFLA and the general consensus appeared to be that this was a most welcome and timely approach to create a more open and democratic IFLA with its Executive including the membership in ideas about the way forward.

ACTION 3: That Ms Delano to convey the congratulations of the Section to Ms Raseroka on the new open and democratic style she was bringing to IFLA.

7. Role and Membership of the Standing Committee

Ms Delano drew the attention of the meeting to the guidelines on the IFLA site on the role of Standing Committee members. She also noted that with the continuing expansion of the Parliamentary Libraries and Research Services Section's activities and agenda, there was an increasing amount of work to be done. Many SC members have expressed interest in playing a more active role on the SC. She welcomed what she saw to be a more democratic approach to Section management and stated that for the future, she expected that there would be very active SC participation and that she planned to delegate specific tasks to different members of the SC. There were already plans for these delegation for next year's conference and these would be discussed further in the agenda item on Future Conference.

On membership, Ms Delano noted that while elections for the SC were not due for two years, she hoped there would be a robust election process and competition for this honour from a broad cross section of the Section's membership. She asked the SC to start thinking about this now and work to identify likely members for such election. In this, consideration should be given to geographical spread, to the qualities of potential candidates and to their capacity to play regularly an active role in Section business.

Ms Delano noted that the Executive would be raising with IFLA the question of the possible removal from the SC of the handful of SC members who had not attended meetings, or taken any other interest in Section business for at least the last two years.

ACTION 4: Standing Committee members to familiarise themselves with their roles and responsibilities as set out on the IFLA site.

ACTION 5: Ms Delano to write to the IFLA Executive to seek advice on the removal of inactive members of the Standing Committee.

8. Future Conferences: New Organisation and Structure, starting in Buenos Aires, 2004

Ms Delano repeated in outline the new IFLA rules to apply from 2004 which, in summary, meant that Sections would be allowed to have only one two hour slot for Section specific activity and summarised the consensus which had emerged at SCI. She reminded the meeting that the Parliamentary Libraries and Research Services Section had developed, over the years, a very active program of activities reflecting the unique nature of the work done by parliamentary libraries and research services in the parliaments of the world.

As well as the pre-conference, there was usually (i) a visit to a Parliament in an adjacent country and an explanation of the services provided in that context, (ii) an additional in-IFLA-country parliamentary visit/seminar day, (iii) a one day Research Seminar, and (iv) a one day Workshop in which a number of practical common issues of interest to parliamentary information and research services are offered.

Together this programme amounts to a framework for information sharing and development assistance, especially to newer and less well resourced parliamentary libraries and research services. It offers a developmental opportunity to a unique 'industry' that is not available anywhere else in the world. For this reason, it is one which is increasingly highly valued by what has become a loyal and growing constituency of the Section's membership. That it is recognised as a contribution to the good governance agendas of some national aid organisations is illustrated by their support in responding to requests for assistance to appropriate participants to attend.

The consensus of the meeting was that the new arrangements that IFLA proposes would destroy what the Section has built. Ms Delano recalled the extraordinarily strong views expressed by the participants in SCI who, with only one exception, stated unequivocally that they would not go to an IFLA, and nor could they see their institution supporting attendance at an IFLA which only offered two hours of parliamentary library and research service specific business.

On account of the strength of this statement from the Section, Ms Delano reported that a meeting had been held with Mr Sjoerd Koopman, head of IFLA's Professional Committee, on the evening of 7 August to discuss the Section's case and appeal for an exemption to the new IFLA rule, at least for next year, while further consideration was given to the issue. She emphasised the Section's views that their strong preference would be to remain within the framework of IFLA because of all the benefits of association with such a strong and longstanding professional body.

The outcome was a suggestion to put a submission to the Governing Board due to meet on Saturday. The meeting with Mr Koopman was attended by the Chair and Secretary, former Chair Margareta Brundin, Donna Scheeder and Marga Coig who then formed a drafting committee and drafted the Section's submission. The Submission to the Professional Committee of IFLA from the Parliamentary Libraries and Research Services Session, dated 8 August 2003 was then tabled and is attached to these minutes.

Ms Delano expressed reasonable optimism that IFLA would find in the Section's favour, at least for 2004. Section planning for conferences thereafter would need to reflect IFLA's reform goal of shorter and less costly conferences. This coincided with the consensus achieved at SCI that other-country pre-conferences be abandoned in

favour of same country pre-conferences, which could perhaps be expanded to include the Section's specific agenda. In the case of the latter development, the Section Executive made it clear, however, that this should not be done at the expense of the host country which traditionally provided very generous hospitality for a parliamentary visits day and, in cost and hospitality terms, should not be expected to do more.

As at SCI there was considerable discussion about this issues and expressions of grave concern about the Section's future. Options were canvassed again on an expanded Chile-only pre-conference. The Chair concluded that no decisions could be made until we had a formal response from IFLA to the Section's submission and, if the decision did not go in the Section's favour, until there had been further negotiations with Chile about options for extensions there. The Standing Committee would be kept informed about developments and consulted about options before any decision was taken.

ACTION 6: Chair and Secretary to advise SC as soon as possible of the IFLA Executive's response to its submission for an exemption to the new rules in 2004 and, taking account of that decision, to put to them options for 2004.

9. IFLA 2004, Santiago de Chile and Buenos Aires, Argentina

Ms Delano opened discussion on the Section's agenda for the pre-conference in Chile and the IFLA conference in Argentina by expressing her hope that the meetings would attract a much wider representation from Latin American countries than was usual. While she expressed her view that it would be natural to include more presentations also from the region, she made a commitment to develop a program which would attract all the membership of the Section. She would recommend to Ms Soledad Ferreiro, the new head of the Chile Library of Congress, that she write personally to all her counterparts on the continent to invite them to attend. She also anticipated that, while this still had to be agreed by Ms Ferreiro, Chile is considering offering a longer pre-conference than usual, of up to two and a half days.

There followed some discussion about the cost of holding these conferences in Chile and Argentina. It was generally felt that significantly fewer members of the Section than usual would be able to attend. It was also suggested that if the Chile conference was to be longer, and again if the IFLA new rule prevailed, many may choose just to attend Chile's pre-conference.

The meeting agreed that, in any case, for greater efficiency and cost saving, there should be no gap between the pre-conference and the main conference.

Ms Delano reported that the Executive suggested that for 2004, the organisers and coordinators for the Section's various activities should be arranged by:

- the Research Day - Marianne Bjernback (Sweden) and Dick Toornstra (EU)
- the Management Workshops – Keith Cunninghame (UK) and Cris Maia (Brazil)
- the Open Meeting – Donna Scheeder (US) and Anita Dudina (Latvia)
- funding support activities – Richard Pare.

The meeting agreed.

Suggestions which the Executive has already received for these sessions include:

For the Open Meeting:

- Priscilla Baines, UK, reflecting on her life, times, challenges and thoughts for the future on the eve of her retirement as Parliamentary Librarian from the House of Commons and Soledad Ferreiro, anticipating what she sees to be the challenges as she takes up her new position as the head of the Parliamentary Library of the Congress of Chile.

For the Workshops:

- how IT can be used to stretch the resources of small parliaments and provide a foundation for regional cooperation, offered by Mr Said Al Marjun, Oman. ...
- Selecting the right hardware...???
- Getting the request out of the of the user

For the Research Day:

- Windows of opportunity
- Innovations update
- Training: what makes a good researcher
- Case studies and management strategies for dealing with the staff of MPs

Requests to present papers have also been made by Plissengar Tinlengar (Chad) and Jean Antoine Milongo (Paris).

ACTION 7: Section Executive to note that the meeting requested that in future there be no gap between pre-conferences and main IFLA conferences.

ACTION 8: Session organisers to put out a call for suggestions for presentations in their sessions, develop appropriate themes and approach possible presenters, including those who have already expressed an interest in presenting papers.

ACTION 9: Session organisers to keep the Executive of the Section informed of developments.

10 ECPDR Project

Ms Delano reminded the meeting that the ECPDR had provided 6,000 Euros to the Section for the development of a project which would assist the development of the Section. This money is being held in a separate account from the Section's general IFLA budget. The project chosen will develop a portal which will offer an information site for parliamentary libraries and research services including resources of common interest to us all. It was made clear that to be effective, whoever volunteered to host this site must be committed to its regular maintenance and updating. There had been some problems with updating the world directory developed and supported by the Germany's Parliamentary Library. The new portal would provide a link to parliamentary sites and a search engine.

Ms Delano thanked Margareta Brundin for the work she had already done on this project and hoped to keep her involved with its development in Chile.

ACTION 10: Ms Delano to report in the next issue of the Section Newsletter on steps taken to progress the ECPDR funded portal project.

11. Any Other Business

Ms Delano drew to the attention of SC members that there was a vehicle for SC communication in the form of IFLAparl. In the new democratic framework in which she proposed to operate, she urged SC members to familiarise themselves with this site and communicate as required through it. IFLAparl2 was the list serve for all Section members. She asked that the Section's great appreciation of the continuing assistance of Pierrette Landry for the management and maintenance of IFLAparl and IFLAparl2 be placed on the record.

Ms Coig expressed concern at the number of requests that were made of everyone on IFLAparl2. She suggested that it would be useful to provide guidelines to the Section on how this should be done. For example, the person making the request should demonstrate that they had explored all possible avenues open to them before requesting help and explain in the request what these had been. They should also post the results of the survey on IFLAparl 2 so that others could benefit from the result. The meeting agreed.

ACTION 11: The Secretary to draft an item for the next Newsletter providing guidelines along the lines agreed for making requests on IFLAparl2.

Mr Richard Pare noted that the Section's French membership had expressed concern that there was less simultaneous translation available at conferences than there used to be in the past and suggested that action was needed to remedy this. One suggestion was that abstracts for papers could be prepared in several languages. Another was that power point overheads for French language presenters could be prepared in English and used simultaneously, and vice versa.

ACTION 12: Session organisers to recruit assistance to provide a French language power point option for English speakers and an English language power point option for French presenters.

ACTION 13: Ms Eleni Mitrakou to liaise with the nominated French African presenters on papers and translation.

Anita Dudina (through Donna Scheeder) asked that organisers of sessions should remind presenters that their presentations should focus on themes, analyses and issues and not on facts and figures. The meeting agreed that, because of the shortage of time at Section meetings, presenters be reminded of this.

ACTION 14: Session organisers to remind presenters that the objective of presentations is to focus on themes, analyses and issues. Any factual information should be tabled as background.

Irina Andreeva suggested that the Section should be more interactive over the year and, in particular, should use IFLAparl2 to share information on key developments.

She suggested that this could be done by providing no more than a very brief few lines. This would provide the opportunity for those interested to pursue more detail.

ACTION 15: The Secretary to include the suggestion on regular brief reporting of new developments in the next Newsletter.

Ms Delano concluded the meeting by thanking the SC members and the observers for their contribution to the discussion of some very important issues before the Section, repeated her hope that the new style of operation for the SC would assist it continue to develop as constructively as it has in the past, and wished everyone well until we meet again.

The meeting closed at 11. 50am.

Dr J R Verrier
Secretary
Parliamentary Libraries and Research Services Section of IFLA.

Action Points

ACTION 1 (08/03): Section members without access to email to advise the Secretary, Dr Verrier, of their wish to receive a printed version of Newsletters by faxing 02 62772528 or writing to Parliament House, Canberra, ACT 2600, Australia.

ACTION 2 (8/9/03): Ms Delano to prepare a report on the second Coordinating Board for the next Newsletter.

ACTION 3 (8/9/03): That Ms Delano to convey the congratulations of the Section to Ms Raseroka on the new open and democratic style she was bringing to IFLA.

ACTION 4 (8/9/03): Standing Committee members to familiarise themselves with their roles and responsibilities as set out on the IFLA site.

ACTION 5 (8/9/03): Ms Delano to write to the IFLA Executive to seek advice on the removal of inactive members of the Standing Committee.

ACTION 6 (8/9/03): Chair and Secretary to advise SC as soon as possible of the IFLA Executive's response to its submission for an exemption to the new rules in 2004 and, taking account of that decision, to put to them options for 2004.

ACTION 7 (8/9/03): Section Executive to note that the meeting requested that in future there be no gap between pre-conferences and main IFLA conferences.

ACTION 8 (8/9/03): Session organisers to put out a call for suggestions for presentations in their sessions, develop appropriate themes and approach possible presenters, including those who have already expressed an interest in presenting papers.

ACTION 9 (8/9/03): Session organisers to keep the Executive of the Section informed of developments.

ACTION 10 (8/9/03): Ms Delano to report in the next issue of the Section Newsletter on steps taken to progress the ECPDR funded portal project.

ACTION 11 (8/9/03): The Secretary to draft an item for the next Newsletter providing guidelines along the lines agreed for making requests on Iflapar12.

ACTION 12 (8/9/03): Session organisers to recruit assistance to provide a French language power point option for English speakers and an English language power point option for French presenters.

ACTION 13 (8/9/03): Ms Eleni Mitrakou to liaise with the nominated French African presenters on papers and translation.

ACTION 14 (8/9/03): Session organisers to remind presenters that the objective of presentations is to focus on themes, analyses and issues. Any factual information should be tabled as background.

ACTION 15 (8/9/03): The Secretary to include the suggestion on regular brief reporting of new developments in the next Newsletter.

Library and Research Services for Parliaments Section homepage:

<http://www.ifla.org/VII/s3/spar11.htm>