



IFLA Bibliography Section Standing Committee Business Meetings in Athens 2019 – Minutes

First meeting.

Saturday August 24, 13.30-15.30

HAEF conference center. Room 108.

1. Welcome and introductions.

Chair during first business meeting: Miriam Nauri.

Christine Mackenzie, incoming IFLA President, visited the meeting and briefly introduced herself and spoke about IFLA's priorities and plans.

Apologies. Attendance is noted in the appendix.

2. Approval of the Agenda. The agenda was approved as distributed.

3. Standing Committee membership matters

Introduction to the Standing Committee for new members.

- The Section Standing Committee has 17 regular members for 2019-2021 (of a possible total of 20 members), 7 new members and 10 continuing members.
- New members: Monika Szunejko (Australia), John C. DeSantis (USA), Katri Helena Kananen (Finland), Adiba Imash Ismayilova (Azerbaijan), Marina Neshcheret (Russian Federation), Marika Holmblad (Sweden), Mauro Guerrini (Italy)
- Ongoing members: Rebecca Lubas (USA), Mathilde Koskas (France), Lydia Novikova (Russian Federation), Edita Lichtenbergová (Czechia), Pat Riva (Canada), Ludmila Rohonova (Slovakia), Jochen Rupp (Germany), Aliya Saidembayeva (Kazakstan), Bukurije Haliti (Kosovo, United Nations Interim Administration Mission), Jonny Edvardsen (Norway)
- Outgoing members: Marta Cichon (Poland), Sinikka Luukkanen (Finland), Miriam Nauri (Sweden), Miyuki Tsuda (Japan), Jay Weitz (USA)* (see 3d)

All present thanked the outgoing members for their service, and particularly the outgoing section chair, Miriam Nauri.

a) Election of new Officers and Information Coordinator by incoming Standing Committee (ongoing and new Standing Committee members). See

<https://www.ifla.org/officers-corner/officers-ics>

Nominees were proposed by email prior to the meeting:

Chair – Mathilde Koskas (Previously Co-chair)

Secretary – Rebecca Lubas (continuing)

Information Coordinator – Pat Riva (continuing)

All approved for re-election by acclamation.

- b) Election of Co-chair.
No nominations for co-chair (not an official officer position) were received.
- c) Identification of any inactive members who could be considered to have resigned.
Lydia Novikova (Russian Federation), was not present at SCI and had not attended SC meetings in either 2017 or 2018.
- d) Co-option of replacement members for any members that have already resigned.
Jay Weitz was eligible for a second term, but his nomination was not received by IFLA HQ. Jay is able and willing to continue. His membership status will be clarified. If his nomination as a regular standing committee member cannot be received, then we will either co-opt him for the balance of the term of the declared vacancy (2 years), or consider his application as a corresponding member.
- e) Renewal or retirement of corresponding members, confirmation of new corresponding members: <https://www.ifla.org/officers-corner/corresponding-members>
Corresponding members Chantal Moukoko and Nikki Potgieter have completed their terms, having served two 2-year terms. They were thanked for their service. Sarah Stacy is eligible to continue as a corresponding member. The incoming chair will check with her whether she wishes to be renewed. One new request from Kazue Murakami, National Diet Library of Japan, was approved.
A section may have up to 5 corresponding members.
- f) Newsletter editor – reminder that we have a joint newsletter with the other metadata sections
Jay Weitz is willing to continue as newsletter editor, expecting that his membership in the SC will be rectified in one manner or another.
- g) Attraction of new members - *Identify what skills are needed for the team, where geographical representation is missing, etc.*
Idea that we can better support members setting up a bibliography if we have better/wider representation. Some countries and regions are under-represented on the SC, particularly Africa and South America. How can we recruit institutions from these areas? (An institution needs to be member of the section to nominate an SC member, though not needed for corresponding members. *Work with regional section (contact made with Div. V after their Declaration was circulated)*)

4. Report on joint satellite meeting “Metadata Specialists in the Digital Age”, August 21

Mathilde reported. She served on the organising committee of the satellite (which was co-sponsored with Cataloguing, Subject Analysis and Access, and Information Technology). It was held at the Central Library of Aristotle University in Thessaloniki, Greece. It was a hands on session, with approximately 80 attendees, including at least Pat, Katri, Mauro, and Monika from the SC. A white paper may come out of it. The day was built around 3

long-format presentations which allowed for good discussions of how metadata specialists work.

5. WLIC open session and Metadata Reports session (Last-minute planning)

Thursday 29 August 10.45-12.45 **Bibliography Clinic. Bibliography's open session.** **Mitropoulos** co-sponsored with the Indigenous Matters Section.

The session is planned in an "unconference" format– everyone can teach & learn; build/record knowledge from session. An invitation with link to a Google document has been sent out to crowd-source questions. Hope this will be a way to invite new members.

Wednesday 28 August 13.45-15.45 Metadata reports

Miriam will be the MC for the whole session.

Pat will report for our section, with a focus on our projects. Pat will demonstrate the NBR live on the website.

6. Information about Metadata social event on Wednesday, 28 August (Miriam)
John De Santis made the arrangements (many thanks!) and distributed flyers with the directions.

7. **Action Plan follow up** (see https://www.ifla.org/files/assets/bibliography/bibliography_section_action_plan_2018-2019.pdf for current action plan)

Update from ongoing working groups and other regular businesses:

a. Common Practices for National Bibliographic Agencies (Rebecca Lubas). Report was distributed.

b. National Bibliographic Register (Pat Riva)

Updated the website with five updates received in 2018-2019 plus 3 new submissions; we have 48 entries overall. See Report in annex for more details. Would be great to have the template in more languages, the previous version of the template was available in French and Spanish. Request for volunteers to translate.

It would be interesting to link the profiles with the IFLA Library Map of the World. Pat will explore this.

SC members were urged to check the profile for their country and make sure it is current. Or to supply a profile if there isn't one already.

c. Revision and update of annual report of the Section (Miriam Nauri and Mathilde Koskas) – draft Annual Report was distributed
Members generally approved the Annual Report.

d. Communication with members (mailing list, web pages, etc.)
Information Coordinator's report (Pat Riva) see Annex for full Report

Pat cleaned up website after getting passwords in March! Posted missing Annual reports, etc. Discussion of backing up material on Basecamp, in Word format (the website had PDF).

Updated listserv memberships. Currently BIB-SC includes outgoing members so we can finish this year's business. You can continue to stay on BIBMAIL list even if your term is up. Co-list owner would be good to help with transition issues. Monika volunteered.

Pat does not have the password for the section Blog on Wordpress, which has been inactive for a few years. Now that we have the Metadata Newsletter, we may not need the Blog.

In the past the Section had a wiki on PBWorks, this is not needed now that IFLA supports Basecamp. Pat will follow up with Neil Wilson (former information coordinator and wiki owner) about closing it.

e. Newsletter editor's report (Jay Weitz)

Two issues of the Metadata Newsletters were published, December 2018 and June 2019. Call for submissions for the December issue. Please send to Jay. It would be particularly good to have profiles from new SC members.

f. Publications authored by the Section

None to report.

8. Report from the IFLA Strategy and Action plan workshop in the Hague, and initial discussion on proposed action plan for the years to come

a) Report from action plan workshop in the Hague (Rebecca Lubas)

Rebecca represented the Section at the 2019 workshop (one person per section could attend). Miriam provided background on previous Global Vision workshops in 2017 and 2018.

b) Presentation and discussion on the new IFLA strategy, how can the Bibliography Section contribute? (See Annexes for draft Action Plan and the IFLA Strategy, approved by the GB in April 2019.)

Second Meeting

Tuesday 27 August, 16.15-18.45.

Room 2.

Chair during second business meeting: Mathilde as new chair of SC

Made a round of introductions, with more in-depth background about each member.

Announcement of the 3rd International Bibliography Congress in Novosibirsk, Russian Federation on Sept. 14-17, 2020. Abstracts due by June 30, 2020.

9. Announcements and report from the Professional Committee (Leadership Brief, Officers Training, as relevant)

a) Items for information.

Mathilde from Officer's briefing:

Focus on IFLA strategy and governance. Road map to new governance, goal is to have it approved for next year's WLIC.

Mathilde was elected Secretary of Division III for 2019-2021.

Pat attended the Information Coordinators meeting and reported:

New IFLA website is 80% done. No firm date for the remaining work; at end of October units will be consulted on their "about" pages. Files designated for migration in spring 2018 will be migrated "manually" by Louis Takacs. Anything created since then will be assumed to be current and will be migrated. Had a brief glance at new site, it will be in WordPress, no longer Drupal (current site).

Pat showed the Standing Committee the section information sheet which is linked to our current "About" page. It is very much out of date, we need an updated one that is has less changeable information. Move the current link to the "more" page.

b) Responses to specific questions raised by the Section, or submissions.
None.

10. Photo of new Standing Committee! Taken at the break.

11. Bibliography Clinic, last minute-planning

There will be three 5-minute lightning talks before smaller group discussions and share-outs.

- Camille Callison provided a perspective from the Indigenous Matters Section
- Marika Holmblad: MARC 21 to a Bibframe in-house open-source system
- Monika Szunejko: indigenous language codes

Also discussed the agenda for the Metadata Reports session. Note that we have a 2 hour time-slot this year, not 1 hour as in the past.

12. WLIC session for following year

a) Discuss programme ideas

Theme is: Inspire. Enable. Engage. Connect.

- 1) We have been asked about a possible partnership on a legal deposit programme with National Libraries section. Tentative Yes. Mathilde will keep tabs on this.
- 2) How do we make bibliography "smarter?" theme
- 3) Grey literature
- 4) Ideas from Metadata Specialists in the Machine Age

Observation—we're always asking the same question! Will automation replace us? Maybe the conclusion is always finding balance between man and machine, but how to do that is always changing with evolution of technology.

- b) Identify the Conference organising team and identify roles: <http://www.ifla.org/officers-corner/sc-members>

Marika, Monika and John volunteered, we're encouraging more.

13. WLIC Satellite Meetings

Decision about whether to plan a satellite meeting in two years' time.
In 2020 Cataloguing section will have a satellite on authority control co-sponsored with VIAF.
Idea to have one for our section in two years time to discuss the tools we are creating.

14. Continued discussion on Action Plan for 2019-2020

Keep it realistic, not take on more than we can deliver.
Make completing ongoing projects a priority.
Link our work on conference sessions and communications to strategic directions.
It's okay to have goals that will take more than one year.
Officers will work on action plan after the WLIC.
Mathilde raised the issue of working on shared values.

15. Items to raise or report to the Professional Committee

- a) Request for extra funds. Since we have no new projects, we'll not try an in person meeting this year and not request funds. We'll continue working online to finish current projects.
- b) Other items. No other items identified.

16. Any other business

Reminder to update your email address with IFLA so we have correct information on the Standing Committee page on the website (<https://www.ifla.org/standing-committee/12>).
The Information Coordinator cannot modify this particular page on the website.

17. Next meeting of the Standing Committee, procedures and planning (decision on whether to hold a physical or virtual mid-term meeting).

We'll meet virtually this year.
We'll consider a Bibliography dinner next WLIC.

18. If there is time: Training and Q&A session for new SC members

Had time to review the Section website and the use of Basecamp.

Annex 1. Attendance

| FIRST NAME | LAST NAME | INSTITUTION | COUNTRY | SC MEMBER / OBSERVER | SC I | SC II |
|--------------|----------------|---|--------------------|---------------------------------|------|-------|
| John C. | De Santis | Dartmouth College Library | United States | Incoming member | X | X |
| Jonny | Edvardsen | Nasjonalbiblioteket / National Library of Norway | Norway | member | X | X |
| Mauro | Guerrini | Università di Firenze, Dipartimento SAGAS | Italy | Incoming member | X | X |
| Bukurije | Haliti | University Library Centre | Kosovo | member | | |
| Marika | Holmblad | Kungliga biblioteket, National Library of Sweden | Sweden | Incoming member | X | X |
| Adiba Imash | Ismayilova | National Library of Azerbaijan | Azerbaijan | Incoming member | X | |
| Katri Helena | Kananen | The National Library of Finland | Finland | Incoming member | X | X |
| Mathilde | Koskas | Bibliothèque nationale de France | France | Member, chair | X | X |
| Edita | Lichtenbergová | Národní knihovna České republiky / National Library of the Czech Republic | Czechia | member | | X |
| Rebecca | Lubas | Central Washington University | United States | Member, secretary | Zoom | Zoom |
| Sinikka | Luukkanen | The National Library of Finland | Finland | Outgoing member | | |
| Kazue | Murakami | National Diet Library | Japan | Corresponding member | X | X |
| Miriam | Nauri | Stockholm School of Economics | Sweden | Outgoing member and chair | X | X |
| Marina | Neshcheret | Russian State Library | Russian Federation | Incoming member | X | X |
| Lydia | Novikova | National Library of Russia | Russian Federation | member | | |
| Pat | Riva | Concordia University | Canada | Member, information coordinator | X | X |
| Ludmila | Rohonova | Slovak National Library | Slovakia | member | | |
| Jochen | Rupp | Deutsche Nationalbibliothek | Germany | member | | |

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|------------------|-----------------|--|------------------|---------------------------|---|---|
| Aliya | Saidembayeva | National Library of the Republic of Kazakhstan | Kazakhstan | member | | |
| Sarah | Stacy | Library and Archives Canada | Canada | Corresponding member | | |
| Monika | Szunejko | Monash University Library | Australia | Incoming member | X | X |
| Miyuki | Tsuda | National Diet Library | Japan | Outgoing member | | |
| Jay | Weitz | OCLC | United States | Member, newsletter editor | X | X |
| OBSERVERS | | | | | | |
| Michael | Afolabi | Librarians Registration Council of Nigeria | Nigeria | observer | | X |
| Julianne | Beall | retired | United States | observer | X | X |
| Sharon | Dyas-Correia | Bodleian Libraries, University of Oxford | United Kingdom | observer | | X |
| Ifeoma Roselina | Echesona | | Nigeria | observer | | X |
| Anthi | Katsiakou | University of Piraeus | Greece | observer | X | |
| Marie | Latour | University of French Guiana | French Guiana | observer | X | |
| Cheolhun | Park | National Library of Korea | Korea (Republic) | observer | X | X |
| Dia | Philippides | Census of Modern Greek Literature Project | United States | observer | X | |
| Iraklis | Pittas | Opap SA. Legal Library | Greece | observer | X | |
| Sandy | Roe | Cataloging and Classification Quarterly | United States | observer | X | |
| Marja-Liisa | Seppälä | National Library of Finland | Finland | observer | | X |
| Diana | Šiapšinskiene | National Library of Lithuania | Lithuania | observer | X | |
| Katarina | Synnermark | National Library of Sweden | Sweden | observer | X | |
| Juraj | Valko | Slovak National Library | Slovakia | observer | | X |
| Kiti | Vilkki-Eriksson | National Library of Finland | Finland | observer | | X |

Annex 2. Reports

National Bibliographic Register report 2019

Submitted by Pat Riva

August 8, 2019

1. Received new updates from Colombia and Lithuania in 2019, posted them on website along with updates from Latvia and Sweden received in 2018, and a further update from Sweden just received on Aug. 6, 2019.
2. August 2019, posted 3 new submissions (Canada, Greece, Turkey) that had been received in 2017/2018. This brings the total responses available on the website to **48**.
3. Posted the revised NBR questionnaire/template (English version) approved at WLIC 2017.
4. Most of the new and updated data has been integrated into the analysis files in Google drive.
5. Created updated comparative tables, charts and graphics for questions 1 and 6, which had been previously analysed and published in the *Metadata Newsletter* in 2017, and posted them on the NBR webpage. Now this data is based on 48 responses, the charts in the newsletter were based on the 45 submissions received as of August 2017.
6. The delay in posting the submissions already on hand and the revised template has delayed the plan to solicit revisions to existing profiles using the new questionnaire.
7. I was not able to find time to continue the analysis and tables in the shared Google sheets files.
8. A list of tasks is present in Basecamp, and has been updated, although the schedule needs to be revised.

ACTIONS for 2019/2020

1. Consider whether translations of the revised NBR questionnaire should be made available (previous questionnaire was also made available in French, Spanish, and Portuguese).
2. Using the 2017 questionnaire, seek updates of pre-2014 existing profiles.
3. Actively solicit new submissions.
 - Members of the Section SC to verify the profile for their country, update or create one.
 - Target in particular: NBAs that are section members but have not submitted an NBR profile. NBAs that answered the National Library functions survey in 2017, but not the NBR. For the online responses to the NL survey (including the respondents list) see: <http://national-library-functions-v3.silk.co/>
 - Speakers from Section program in 2018.
4. Complete the data cleaning and validation on existing profiles for questions 2, 3, 4, 5.
5. Format analysed data for use in appropriate *Common Practices* sections.

Information Coordinator report
August 2019

Website

Pat was given web editing access in March 2019.

Posted newsletter links, minutes and annual reports to date, links to recent conference papers and news about our 2019 satellite conference.

Certain of our older (archived website) minutes, action plans, annual reports and old Bibliography Newsletter links are bad (they refer to htm pages) and cannot figure out how to repair them.

Cannot find access to certain years of our past conference papers.

Removed links to materials from our 2012 satellite meeting that had been hosted at the National Library of Poland, as the pages are no longer online.

NBR profiles:

Updated 4 NBR profiles in March: Colombia, Latvia, Lithuania, Sweden. And Sweden again in August.

Created 3 new NBR profiles in August: Canada, Greece, Turkey.

Generated and posted up-to-date graphics and tables using all 48 updated profiles.

Listserves

When IFLA upgraded its listserver software realised that the BIBS lists did not have an owner or moderator currently serving on the Section SC and no one had been maintaining them. Received access 2019-06-28.

Updated bib-sc (standing committee list) with the emails of incoming members and any email corrections I knew of. 27 subscribers (including IFLA HQ). Will remove outgoing members in the fall.

Added all current (ongoing and outgoing) and new SC members to the general BIBMAIL list also. Now 120 members.

Started using the BIBMAIL list to advertise section upcoming events and publications.

Would like to add a list co-owner from among members with terms ending 2023 (longer than mine) to ensure better transition in 2 years.

Discovered the Information Coordinators listserv (June 28) and subscribed.

Bibliography Blog (WordPress)

I still don't have a password for this.