



**Minutes of the IFLA Document Delivery and Resource
Sharing Standing Committee Meeting
Milan Convention Centre, 22nd August 2009**

PRESENT: Kim Baker (chair); Rose Goodier; Jacqueline Gillet; Bob Krall; Bob Seal; Gunilla Eldebro; Melissa Trewett; Helen Sakhirei; Jindriska Pospisilova; Elmelinda Lara

APOLOGIES: Elisa Soares; Tina Arte; Margarita Moreno; Mary Hollerich; Harald Mueller; Carol Smale; Daniel Mattes Durrant

NON-ATTENDANCE WITHOUT APOLOGY: Li Xiaoming; Nadezhda Erokhina

OBSERVER: Christian Zweisig (Sweden)

1. Welcome and approval of Minutes

A warm welcome was extended to all new members of the Committee, and the Minutes of the SC mid-term meeting in Hannover were accepted as a true record.

2. Chair's report

Kim Baker presented the Chair's Report, as follows:

- A very successful mid-term business meeting had been held in Hannover, Germany, in February 2009. It had given us the opportunity to select papers for the 11th IFLA ILDS together with the conference organizers, as well as to get a sense of Hannover as a host city. We also selected papers for the Milan Open Session, as well as attending to the rest of our Committee business. The Committee will have to consider the feasibility of continuing with future mid-term meetings as there has been lower attendance in recent years due to budgetary constraints on many of our members. The current recession has also taken its toll.
- We had organized a Satellite for Brisbane 2010 which would have been held in Sydney. This had been planned by our Australian colleagues, led by Sharon Howells, but it will unfortunately no longer be held under the IFLA banner due to the cancellation of the IFLA conference in Brisbane. We are, as yet, unsure whether we will be able to plan a Satellite for Sweden, and we are exploring the possibilities at this stage.

- Planning for the 11th IFLA ILDS is well underway. There have been over a hundred registrations so far and we expect many more following the presentation at our open session. This also happened with our ILDS in Singapore. It promises to be a good conference with a very interesting programme and social events planned, and it will take place from October 20th – 22nd, 2009.
- We have updated our Principles and Guidelines for international Interlending and these are now up on our web page. We will also be distributing paper brochure copies in both Milan and Hannover.
- As Kim will not be available to serve a second term as Chair, we will have an election for a new Chair. We expect that the Secretary and Treasurer will both be confirmed for a second term from 2009 to 2011 but we also have to elect a new Information Co-ordinator. The new Chair and Information Coordinator should attend the Officers' training and Web Editors training sessions scheduled. Consult your programme for details. This is really critical as it gives a good overview of what is expected of you as an IFLA officer.
- Our thanks to Lynn Sipe for being an excellent Chair of our division for the past term. It has been a pleasure to work with him.
- Kim gave her heartfelt thanks to the SC for the support and hard work during her term as Chair (2007-2009). She stated that it had been an absolute pleasure to work with such fine colleagues and that she will continue to give her support to the Committee for the remainder of her second term (2009-2011) and also support our new incoming Chair.

3. Open Session

- It was noted that the Section's Open Session was scheduled to take place on Tuesday 25th August and that a presentation on the forthcoming ILDS Conference in Hannover would be given at the outset.
- It was confirmed that the Lesotho speaker would not be attending the Milan conference, resulting in only three speakers being present at the Open Session.
- Jindriska and Jacqueline were asked to count the number of attendees and simultaneous interpretation will be made available at the event.

4. IFLA Satellite 2010

Although an Australian satellite had already been planned, it could not now be held under the auspices of IFLA due to a change of Congress location. An event, based on the framework prepared by the Section Committee and colleagues in Australia, will still be held in Sydney during August 2010, but it will now be a joint ALIA and Rethinking Resource Sharing Initiative event, organized by Poul Erlandson and Sharon Howells.

5. ILDS Hannover October 2009

- Uwe gave an update on the forthcoming ILDS Conference which will be held in Hannover in October 2009. He stated that 130 people had already registered and that more registrations were expected at a later date. The website is up and running, the exhibition has been fully booked and additional funds have been made available from the German Research Foundation, with patronage from the German Government. The programme has been finalised, and the details will be announced at the Milan Open Session. Leaflets will also be distributed at the Open Session.
- It was announced that the ILDS Conference in Singapore had made a profit. As a result of this, three suitable ILDS conference candidates from Nepal, Egypt and Zimbabwe had been identified who would be sponsored and supported with these funds. Bob Krall had liaised with IFLA HQ to arrange this sponsorship and it was agreed that a similar model should be adopted for future ILDS conferences.

6. IFLA Milan Meetings

Kim reported that the final Division 5 meeting had been attended by Kim and Rose. The DDRSC Section is now a member of Division 2, whose new Chair is Ann Okerson. It was noted that the Serials Section Satellite, which had been planned to take place at the University of Bolzano prior to the current IFLA Congress, had been cancelled due to lack of sufficient numbers.

7. Treasurer's report

Bob Seal presented a Treasurer's update, stating that there had been no activity in recent months. The Section's main account currently contains \$582.89 and the development account stands at 850 euros. No bank statements have been sent out

recently due to the account's inactivity. It was agreed that the account should remain open despite the current stasis.

8. Information Co-ordinator's report

- Joan reported that six or seven questions had been sent to the website over the past year, which she had answered herself. She mentioned that there had been one question on Copyright which had resulted in Joan advising the requester to get in touch with their National Library.
- It was noted that IFLA had passed on the learning of the Content Management System to the Information Co-ordinators this year and that this had proved to be quite challenging. Although Joan has now learned all the processes involved, she will be leaving the Committee next year so her successor will need to learn the system from scratch .

9. Election

- Two positions were open to renewal for the years 2009 to 2011. It was proposed that Rose Goodier should continue in the role of Secretary and that Bob Seal should continue in the role of Treasurer. The role of Web-Co-ordinator was filled by Jacqueline Gillet, who will take over from Joan Stein. No other nominations for these positions were received.
- It was confirmed that two nominations had been received for the position of Chair: Bob Krall, and Mary Hollerich. The outgoing Chair requested that Gunilla oversee and verify the process, and the Secretary would collect and count the votes. Also, outgoing members were not able to vote, only members of the SC for the 2009 – 2011 term. One vote was received by e-mail from Margarita Moreno, who was not able to attend the Milan meetings. Bob Krall received 7 votes, and Mary Hollerich received 2 votes. Bob Krall was duly elected as Chair.
- Kim Baker welcomed Bob to his new post as Chair and offered her full support, and congratulations were offered from the Committee. Kim would do the handover after the meeting ended, with the schedule of tasks to be completed, and the upcoming deadlines. Bob stated that Kim had been an excellent Chair and asked for everyone's future support.

10. Principles and Guidelines document

This document has now been translated into six languages: Russian, French, Italian, English, German and Spanish. Copies will be distributed at the IFLA Conference in Milan and also at the ILDS Conference in Hannover. Uwe asked for some copies to be posted to him for distribution at ILDS in Hannover.

11. Listserve

- It was reported that there were currently 394 subscribers on the DDRSSC Listserve, which has been managed by Joan, Jacqueline and Kim.
- Jacqueline will, from now on, be the main Listserve operator and Joan will continue to moderate, despite ending her term on the Committee. Kim will continue to be involved with the administration of the system.
- It was confirmed that the Section Committee's Listserve should be managed by the Chair. Committee members are encouraged to contribute to this Listserve, particularly when running projects and planning events.

12. Pre-planning for Sweden in 2010

It was agreed that a decision should be made on a theme for the Section's Gothenberg Open Session, followed by a call for papers. As the Australian satellite had already been thoroughly planned, it would now take place in Sydney but not under the IFLA banner. A satellite for Sweden would still need to be organized, and Gunilla could explore options in Sweden. Bob Krall would liaise further with her on this.

13. IFLA ILDS 2011

It was noted that there had been some expressions of interest from the USA in hosting the ILDS 2011 conference, Poul Erlandson had some contact names in the USA, and it was agreed that Bob Krall would contact Poul and liaise with him.

14. Model Handbook

- It was noted that Mary Hollerich and Margarita Moreno are continuing to update the 1988 Model Handbook. New proposals have been integrated with the most significant parts of the 1988 edition and a new outline has been drawn up. Various contributors have been working on the chapters and a Skype Meeting takes place every Thursday between Joan, Margarita and Mary. A Wiki, hosted by the National Library of Australia website, has been set up to enable exchange of information.

- Topics to be addressed in the publication will include: governing documents, management topics, administration structures, interlending models, case studies, open access and alternative sources, technology and legal issues. An expanded section on copyright issues will be included, as well as a chapter on international interlending.
- Much material has been added during the past two months and the Handbook has been approved as an IFLA publication. Uwe stated that he would shortly be stepping down from the “legal issues” section and suggested that Harald Mueller might wish to take this on.
- The editors will do most of the work in developing the content, whilst the Chair’s remit is to liaise with the publishers (Saur). The publishers are likely to contact the Chair and at least one of the editors to discuss progress. Joan stated that she would contact Margarita to ask for the Committee Members’ names to be added to the Model Handbook wiki.
- The Handbook will only be published in English initially. An “international template” was suggested as a useful addition to the handbook, in the form of a sample text for emailing other libraries in different languages.
- The committee approved the revised format for the Model Handbook and it was anticipated that the publication should be ready to launch at the 2011 ILDS Conference. It promises to make a major contribution to the future of interlending and thanks were given by Kim to Mary, Joan and Margarita for all the progress that had been being made in recent months. It was noted that the publisher’s lead-time is six months from the “camera-ready” copy being made available.
- At the close of this meeting, certificates were handed out by Kim to outgoing members of the Section Committee, and Rose was asked to post certificates to those members who had been unable to attend the Milan Conference. Certificates were awarded to Joan, Uwe, Daniel, Li and Carol. Everyone was thanked for their contributions made to the committee and the role of Chair was officially handed over to Bob Krall. The 2nd meeting would be Chaired by Bob.