



**MID-TERM MEETING OF THE METROPOLITAN LIBRARIES SECTION OF IFLA HELD
ON MAY 14, 2009, 3 PM IN BRISBANE, AUSTRALIA**

Present

| | |
|---|----------------------------------|
| Liv Saeteren (Oslo) (Chair) | Davorka Bastic (Zagreb) |
| Ai Cheng Tay (Singapore) (Secretary/Treasurer) | Francoise Berard (Paris) |
| Vicki McDonald (Queensland) (Information Coordinator) | Barbara Clubb (Ottawa) |
| Sharon Thien (Singapore) | Wang Shiwei (Shanghai) |
| Christine MacKenzie (Yarra Plenty, Australia) | Dzidra Smita (Riga) |
| Sharan Harvey (Brisbane) | Johanna Hansson (Stockholm) |
| Marian Morgan-Bindon (Gold Coast, Australia) | Carolyn Robertson (Christchurch) |

Observer

| | |
|---------------------------|------------------------------------|
| Allison Dobbie (Auckland) | Patti Manolis (Geelong, Australia) |
|---------------------------|------------------------------------|

| No | Item | Action by |
|----------|---|-------------|
| 1 | MetLib Section of IFLA: Mid-Term Meeting of June 4, 2008 held in Prague, Czech Republic | |
| 1.1 | The minutes of the last mid-term meeting held in Prague was passed without any amendments. | All to note |
| 2 | MetLib Section Standing Committee Meeting of August 9, 2008 held in Quebec, Canada | |
| 2.1 | The minutes of meeting was approved with a slight typographical amendment to para 3.1 (Jane Pyper has succeeded Josephine Bryant as the new Chief Librarian of Toronto Public Library) | All to note |
| 3 | IFLA New Website | |
| 3.1 | Vicki gave an update on the changes with the new IFLA website which could now allow Section Information Coordinators to update any pages without the need to go via the IFLA webmaster. Vicki would email members on any upcoming changes. The immediate priority was to quickly upload the 2009 conference proceedings on to the section website. | Vicki |
| 3.2 | Christine MacKenzie suggested moving some of the documents or information that currently reside on our online collaborative workspace to the new section website. Liv thanked Vicki for the good work done despite initial difficulties with the old website. | Vicki |
| 4 | MetLib Section Project Updates | |
| 4.1 | <u>Section Administration</u> The members' listing provided by IFLA HQ in August last year was tabled at the meeting. Ai Cheng requested members to provide any | |

| No | Item | Action by |
|-----|--|------------------------------------|
| | <p>update/changes to their particulars. She would email members with the latest listing for another round of confirmation.</p> <p>Vicki will then create a members' page (with name, library and email details) on the section website.</p> | |
| | <p><u>Sponsorship Grant</u> The sponsorship acknowledgment letter to Mr Anthony Chiwaka was tabled at the meeting. Members were informed of the two-time unsuccessful attendance by Anthony (for last year's conference in Prague as well as this year's conference in Brisbane) due to difficulty in obtaining travel and accommodation funds.</p> <p>The meeting decided against accepting another application by the same person because that would deprive another member or library institution from applying for the grant.</p> <p>Vicki suggested that for future applications, applicants should be sponsored or referenced by one of the members of the Metlib section. The meeting agreed that the sponsorship grant should be used to bring someone from the same region as the host country to attend the conference (so as to reduce travel costs for the successful applicant).</p> <p>The sponsorship grant panel (comprising the Chair, Secretary/Treasurer, Information Coordinator & host country conference organizer) would circulate any unknown/unfamiliar application to members, as part of the reference process.</p> | <p>All to note</p> <p>Ai Cheng</p> |
| 4.2 | <p><u>Benchmarking Criteria for Library Evaluation</u></p> <p>On behalf of Toronto Public Library, Ai Cheng presented the following papers:</p> <ul style="list-style-type: none"> • 2007 Statistical Survey Summary Report • Detailed 2007 Statistics Findings • Project funding request • Automation Project proposal (web-based data collection system) <p>One of the key findings of the 2007 survey was the lower response rate from members compared to the previous year. Members were encouraged to continue to support this project as the survey has proven to be a useful benchmarking instrument for public library systems such as the National Library Board, Singapore and Brisbane City Council libraries.</p> <p>The meeting also noted the request for 9000 EUR to fund the project for the next 2 years. Members were informed of the failed attempt last year to IFLA HQ, mainly due to the lack of details on project deliverables and the large amount requested.</p> <p>Barbara suggested a resubmission of the project fund request this year. Liv asked if Toronto Public Library will be asking for it on an annual basis.</p> | <p>Ai Cheng</p> |

| No | Item | Action by |
|----------|---|--|
| | <p>Ai Cheng said that Hannover PL used to undertake the statistical compilation voluntarily while the Section paid for the Director's attendance at the conference to present survey results.</p> <p>Liv commented that if the Section has money, it might be in the position to request for more funds. Barbara suggested that the Section can co-fund the project with IFLA HQ but we would have to start lobbying for support at the Milan conference. There was no consensus on the co-funding principle and amount. Liv will consult the outgoing division chair, Toni, on this matter.</p> <p>Barbara will speak to Toronto Public Library to find out more about the project.</p> <p>In summary, the meeting had the following questions for Toronto Public Library:</p> <ol style="list-style-type: none"> 1. Will this system be a one-off project and what happens from the 3rd year onwards? 2. Will it become an annual project funding request after the 2nd year? (Members felt that the project ought to be self-sustaining) 3. Will the project be passed on to another library to administer after the 2nd year and if so, will there be any complications with the handing over of the web-based system? 4. Is a full-time web technician headcount absolutely necessary? <p>Finally, members have given in-principle support of the project based on a co-funding principle subject to the answers to the above questions. The meeting also agreed to treat this as a priority project with some lobbying to be done at the Milan conference.</p> <p>The final decision with respect to the project scope and funding request will be made known via email.</p> | <p>Liv</p> <p>Barbara</p> <p>Toronto PL</p> <p>All to note</p> <p>Liv/Ai Cheng</p> |
| 4.3 | <p><u>History of INTAMEL</u></p> <p>Each member present was given a CD-ROM that contained past INTAMEL statistics in response to the request from last year's mid-term meeting. The information will be loaded on to the Section website in due course.</p> | Vicki |
| 5 | MetLib Section Financial Statement | |
| 5.1 | Barbara asked about our annual expenditure items. Ai Cheng explained that hardly much is spent each year and it would usually be on tokens of appreciation to conference organizer and/or sponsorship grant (if any). | |
| 6 | Met Lib Section Mid-Term Meetings 2010 & Future | |
| 6.1 | <p>Davorka presented the 2010 MetLib conference theme and sub-themes in Zagreb. The meeting deliberated and agreed on the following as the key themes for the conference:</p> <p>“Metropolitan Libraries: Enduring Values and Excellence”</p> <ol style="list-style-type: none"> a) Communication (digital libraries, network services, social technology) b) Meeting Places (well designed buildings, cultural events, activities, community, info-points) | Davorka |

| No | Item | Action by |
|----------|--|-----------|
| | <p>conference:</p> <p><u>Day 1 (Thursday)</u></p> <ul style="list-style-type: none"> • Keynote Speaker • 4 speakers to present during the day (15-min per presentation) • Poster session • Interactive discussions <p><u>Day 2 (Friday)</u></p> <p>Library Tours</p> <p>State Library of Victoria has indicated interest and willingness to host the conference.</p> <p>Christine suggested an “UnConference” approach towards the planning of the satellite meeting, that is, an impromptu agenda would only be set up among members during the conference itself. Members were concerned that this approach might make it difficult for delegates to justify participation at the conference. Allison (Auckland) suggested to focus on how public libraries support community development.</p> <p>Christine has already submitted a proposal to IFLA HQ. The meeting suggested that some publicity preparation to be done now in order to have them ready by the Milan conference to create awareness and interest.</p> <p>Ai Cheng asked if any budget is required. Meeting was told that the pre-conference could be fee-based and self-funding.</p> | Christine |
| 9 | Any Other Business | |
| | There being no other business, the meeting ended at 4 pm. | |
| | | |

Recorded by: Ai Cheng Tay

Approved by: Liv Saeteren