

IFLA Rare Books and Special Collections Section

Minutes from the Midterm Meeting in Lisbon, 22-24 February 2016.

Monday, 22 February: Bibliotheca Nacional de Portugal, Lisbon

10:00 – 18:00: All-day conference on the theme “A Common International Standard for rare Material Cataloguing? Why? & How?” The conference was sponsored by the IFLA Rare Books and Special Collections Section and the Bibliotheca Nacional de Portugal.

The conference aimed to bring the discussion of changing trends and standards for the description of early printed books and special collections in all formats, for instance archives, audio-visual and born-digital material, to an international stage. In an age when catalogues and metadata are shared across libraries, systems and borders, should there be a common international standard for the cataloguing of rare books and special collections? Is this a desirable or attainable goal? What might such a common standard look like, and how might it be achieved?

The conference was attended by around 70 participants.

Tuesday, 23 February: Business meeting of the IFLA rare Books and Special Collections Standing Committee (Bibliotheca Nacional de Portugal, Lisbon)

Participants: Jan Bos, Julia Brungs, Teresa Duarte de Ferreira, Claudia Fabian, David Farneth, Todd Fell, Isabel García-Monge, Daryl Green, Hege Høsøien, Beth Kilmarx, Raphaële Mouren, Krister Östlund, Meg Phillips, Edwin C. Schroeder, Mohamed Soliman, Antje Theise, Helen Vincent, Sophia

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Excuses from: Fabiano Cataldo, Mark Dimunation, Valerie Hotchkiss ...

1. IFLA cultural heritage strand.

Julia Brungs from IFLA HQ, co-ordinator of the Cultural Heritage Programme, presented the Cultural Heritage Programme Advisory Committee, of which Fabiano Cataldo has been elected expert member; the committee oversees and advises on all of IFLA's cultural heritage activities

(<http://www.ifla.org/node/10284>). She also presented the IFLA Risk Register for Documentary Heritage, which has been created in order to raise awareness for the preservation, conservation, and safeguarding of documentary heritage world-wide. It aims to gather data on documentary heritage collections in order to be able to respond adequately if confronted with natural or man-made disasters (www.ifla.org/risk-register).

Julia ended by reporting on the work so far on the Strategic Direction 3: Cultural Heritage. As regards **3.1** (*Establishing our network of Preservation and*

Conservation Centres (PACs) as centres of expertise critical to safeguarding documentary cultural heritage globally) PACs have been established in Qatar and Cameroun. As for **3.2** (*Developing standards for the collection and preservation of content in its diverse forms*) there are three subactivities: **1)** to liaise with UNESCO Persist **2)** to produce standards for preservation and conservation. Six people will be invited to work on this and the guidelines will be launched before the next main conference. At this point, however, many participants of the meeting called Julia's attention to the fact that the key initiative 3.2 reads "developing standards for the collection and preservation of content in its diverse forms" and that the **collection** development must not be overlooked and forgotten. **3)** Colonial content. As regards **3.3.** (*Safeguarding documentary cultural heritage through Disaster Risk Reduction*) see the section on the IFLA Risk Register above.

2. Programme planning for future meetings

- a) 2017 Mid-term meeting. There are two suggestions for the 2017 mid-term meeting: Rio de Janeiro/Buenos Aires and Alexandria. We need to expand our presence in both regions. In order to have a mid-term meeting in these regions it will, however, have to be organised along the same model as the last years, viz. with a public programme or a conference. If not enough members of the SC can come to the meeting to form a quorum we must also try to organise virtual meetings. The main conference 2018 will be held in the Latin America region, so the final decision on the 2017 mid-term meeting will have to wait until we know the exact location of the 2018 conference.
- b) 2017 World Congress, Wrocław, Poland. Suggested theme "history of book collections", "what happens when collections cross borders". Suggested location for a satellite meeting is Warsaw. Other suggested locations include Kraków, Dresden, Belarus, though Warsaw logistically seems to be the best option.
- c) Future meeting suggestions: none at the moment.

3. Programme planning for IFLA WLIC 2016

- a) Off-site meeting at Ohio State University: "Images everywhere: a global perspective on the state-of-the-art for description, discovery and access". Lisa Carter and Valerie Hotchkiss have drafted a programme for the day. The programme needs more international representation and David Farneth was asked to liaise between the programme group and the SC.
- b) Main sessions 13-19 August
 - 1) "Data across borders: discovering and describing rare materials". This is a short session, and there will probably only be room for three papers. Thus there will be no calls for papers but only invited speakers. Suggested themes: a summary and update of last year's Edinburgh conference on RDA and DCRM, The India-project (a collection of books kept in the UK while the research on them is being performed in India) and the cataloguing of non-book material. Program chairs: Claudia Fabian, Helen Vincent, and Krister Östlund.
 - 2) Special session on theft and security, joint with the Preservation and Conservation Core Activity. Call for Papers circulated 21 January and closes the 29 February. Program chairs: Daryl Green and Julia Brungs.

- 3) Quality Management and Preservation in the age of mass processing, session organised by Preservation and Conservation section, with input from RBSC. Call for Papers circulated 12 December, closes 26 February. So far only 4 papers have been submitted. RBSC representative on organising committee: Beth Kilmarx.
- c) Group dinner: best day for group dinner during the main conference: Wednesday.

Tour of the library

4. Other issues

- a) Jan Bos informed on the latest news from the UNESCO Memory of the World Register. So far UNESCO has received 48 new nominations for the register. The guidelines of the register will be revised in order to increase its transparency.
- b) Publication of papers from Cape Town on the web: all the papers that have been sent in are published on the web. There are some papers still missing, but some authors may not want their papers to be published. The intention is that eventually satellite meetings will be published in the IFLA Library; however until this is implemented there is no way to include them there.
- c) Information update from IFLA: The maintenance of the membership pages of the Standing Committees has been taken over by the IFLA HQ. This means that members who have not signed the Data Protection Form will not appear on the webpage. The Professional Committee has decided to use Basecamp as the project management software. There is a new section of IFLA: Indigenous materials, and two new Special Interest Groups: Big Data & Digital Humanities. Corresponding members: Isabel García-Monge and Raphaële Mouren will not continue as corresponding members.
- d) Status report on Digitization Guidelines translations: Two translations are in progress: Hindi, Croatian. Raphaële Mouren will check if someone in France is working on a French translation; the Arabic translation is on its way. There are two gaps: Russian and Japanese. David Farneth coordinates the work.
- e) Correspondence: 1) National Library of Colombia has applied for an IFLA membership and would like to collaborate with our section. Helen has invited them to attend our meetings and perhaps appoint someone as a corresponding member, but no reply so far. 2) The National Library of Belarus would like our section to devote one session during the 2017 conference in Poland to celebrating the 500th anniversary of the first printed Belarusian and Eastern Slavonic book. We will pass this question on to CERL, and perhaps invite them to produce a poster exhibition. 3) Rene Teijgeler from Heritage for Peace is asking IFLA to help with getting manuscripts out of Syria. This question will be passed on to IFLA HQ.

5. Action Plan and Annual Report (2015)

- a) Blog and communications: the blog has started and has had around 36 000 hits so far. More content is needed. The future of the News Letter is as of yet undecided, and will be discussed again at the business meeting in Columbus. The Facebook group has grown to 288 members, and the Flickr account is active.

- b) Draft of response to Lyon declaration: the Lyon declaration is closed, and can no longer be officially commented upon.
- c) Cataloguing programme: After the Edinburgh seminar and the Lisbon conference the section needs to move forward on these issues, and create some sort of official IFLA document that people can relate to. Not guidelines, but a short statement of principles along the same line as the GLAM document presented at the conference in Lisbon 22 February, with short recommendations that could serve as a starting point for further discussions. Daryl Green agreed to start drafting such a document.
- a) Competencies for Rare Books and Special Collections Librarians: Even in this area we need to promptly produce a policy paper – what skills should Special Collections librarians have, and which training is needed to achieve this? This document could be based on existing documents, for instance the work that has already been done in the US on these matters, or the work presented in Raphaële’s book (*Ambassadors of the book : competences and training for heritage librarians*, IFLA Publications Series, 160). The document is supposed to be inspirational, and to be used for educational or recruiting purposes. Helen Vincent and Beth Kilmarx have agreed to start working on this.
- b) Annual Report: The annual report for 2015 is soon (15 March) to be submitted and exists in draft. Going through the draft the discussion focused on one activity that still has not started: to update the section web-page. For instance, the leaflets on-line (<http://www.ifla.org/publications/leaflet-rare-books-and-manuscripts-section?og=59>) are hopelessly out of date. It would perhaps be better to take the page down, and instead enhance the contents of the web-page by integrating the texts of the leaflets on the start-page. Daryl Green, Mohammed Soliman and Meg Phillips have agreed to look into this. The “International Organizations and Projects related to Rare Books and Manuscripts”-page (<http://www.ifla.org/node/8413>) is also difficult to keep updated. We decided to check with Google-analytics if the page is used at all; if not it can be taken down. If it indeed is being used we could perhaps invite members to update it via the blog.
- c) Suggestions for Section Activities and Projects: this question was postponed to our next meeting in Columbus.

6. Continuation of programme planning

- a) Satellite meeting, Chicago 10-11 August 2016: the satellite meeting in Chicago this year will focus on access to special collections from the user’s perspective and how users interact with library staff in a broad sense. It will be one day at the Newberry library and one day at the Chicago Art Institute/University of Chicago alt. the Chicago Historical Society with presentations and discussions between scholars and librarians. The time-line looks as follows: a local call for papers will be issued around 7 March, the venues will be confirmed mid March and the latest day for submitting abstracts will be 31 March. Program Committee: E.C. Schroeder (chair), Valerie Hotchkiss, Meg Phillips, Beth Kilmarx, Hege Høsøien.
- b) Any further discussion carried over from the morning: the 2017 mid-year meeting will be decided upon as soon as we know the location of the 2018 main conference. We need to remind IFLA HQ that the Key Initiative 3 needs to be focused on both collection development as well as preservation development.

- c) Schedule any further online meetings/deadlines: postponed
- d) Any other business: not at the moment.

Wednesday, 24 February

Bus tour to Mafra.

Submitted by Krister Östlund, Secretary