



**Rare Books and Special Collections Section  
WLIC 2016 Business Meetings  
Saturday 13 August and Thursday 21 August**

**Saturday 13 August**

**Session 010 / Room C124/5**

**09:45-12:15**

**Approximate times for agenda items are underlined**

**1. Welcome and introductions Time: 09:45**

- a. Apologies
- b. Announcements
- PAPER: summary of events (appended)

**2. Approval of the agenda**

**3. Notes of previous meetings**

- PAPERS: Minutes from the WLIC 2016 Cape Town business meetings, the Lisbon mid-term committee meeting, and the Section Officers' June informal meeting in Edinburgh (appended)
- a. Matters arising not covered elsewhere

**4. Standing committee membership matters**

- PAPER: list of members (appended). **Time: 10:00**
- a. Existing membership review
  - b. Corresponding members
  - c. Attraction of new members

**5. Announcements and reports from the Professional Committee**

- a. Change of annual reporting year
- b. Funds – administrative and project funds
- c. Any other updates

**6. Objectives and Action Plan Time: 10:30.**

- PAPERS: Action plan; calendar and worksheet communication section as starter documents (separate documents); see also Current active strands and suggestions for future initiatives (appended)
- a. Review of top-line objectives
  - b. Review of relation of actions to key initiatives
  - c. Review of lines in action plan
  - d. Review of communication plan

**7. WLIC 2016 Time: 11:00. Organisers to report – any last-minute planning. PAPER: summary of events**

The rest of this meeting to be given to **PLANNING FOR FUTURE ACTIVITIES**. See PAPER: Current active strands and suggestions for future initiatives (appended)

**8. Programme planning for WLIC 2017**

PAPERS: calendar and roles; IFLA WLIC 2017 First Announcement giving theme of conference (separate documents)

- a. Programme ideas for main conference including off-site day
- b. Satellite conference ideas

**9. Future meetings Time: 11:30**

- a. Mid-term business meeting 2017 and consideration of virtual business meetings
- b. Ideas for WLIC 2018 (who to work with, off-site day, themes)
- c. Satellite meeting 2018
- d. Other meetings or events the section may sponsor

**10. Other suggestions for future activities**

**11. Items to raise or report to the Professional Committee**

- a. Funding requests
- b. Worksheet for ‘What makes a Dynamic Professional Unit’ session part 1
- c. Any Other items

**12. IFLA standards review (if time; if not we will move this item to 2<sup>nd</sup> business meeting.**  
PAPER – standards template (separate document)

**13. Any other business Time: 12:10**

**Thursday 18 August**  
**Session 217 / Room C224**  
**11:30 – 13:00**

- 1. Welcome and introductions**
  - a. Apologies
- 2. Approval of the agenda**
- 3. Indigenous Matters:** discussion with Celia Joe-Olsen, Acting Secretary of the new Indigenous Matters Section
- 4. Standing committee membership matters Time: 11:30**
  - a. Attraction of new members
- 5. Announcements and reports from the Professional Committee**
- 6. WLIC 2016**
  - a. Feedback from programme sessions
- 7. PLANNING FOR FUTURE ACTIVITIES Time: 12:00**
  - a. WLIC 2017 Satellite; off-site; congress sessions
  - b. Competencies guidelines
  - c. Metadata guidelines
  - d. Any other events or activities
  - e. Communications
- 8. Wrap up Time: 12:50**
  - a. Review calendar for the year
  - b. Any other business

Agenda item 1 Announcements: Summary of events; item 7 WLIC 2016

**82nd IFLA World Library and Information Congress, 13-19 August 2016  
Rare Books and Manuscripts Section**

**BUSINESS MEETINGS**

**Saturday 13 August**

**Session 010** Standing Committee I— Rare Books and Special Collections

09:45 - 12:15

Room: C220-221

**Thursday 18 August**

**Session 217** Standing Committee II — Rare Books and Special Collections

11:30 - 13:00

Room: C224

**CONFERENCE SESSIONS**

**Monday 15 August**

**Session 091** Worth a Thousand Words: A Global Perspective on Image Description, Discovery, and Access

Rare books and Special collections with Art Libraries and Audiovisual and Multimedia

09:00-17:30

**Off-site Location:** The Billy Ireland Cartoon Library & Museum, 1813 N High St, Columbus, OH 43210

**Tuesday 16 August**

**Session 146** 'Data Across Borders: Discovering and Describing Rare Materials'

Rare Books and Special Collections

13:45 – 15:45

Room C112-115

**Session 154** Theft in libraries – facing the hidden truth

Strategic Programme on Preservation and Conservation (PAC) with Rare Books and Special Collections

16:00 – 18:00

Room C210-212

**Wednesday 17 August**

**Session 164** Quality management and preservation in the age of mass processing - Preservation and Conservation with Audiovisual and Multimedia and Rare Books and Special Collections

09:30 – 12:45

Hall E

**OTHER**

**Section Dinner:** Wednesday 17 August at a local restaurant, with invitations extended to the panellists at our sessions and joint sessions, and other interested Congress attendees. Venue to be confirmed.

Agenda item 3: Minutes of previous meetings

## **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 ...

**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](http://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. 5

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

Agenda item 3: Minutes of previous meetings

**IFLA WLIC 2015/Cape Town Rare Books and Special Collections Section  
Minutes from the Business Meetings in Cape Town, 2015  
First Standing Committee Meeting: Saturday 15 August, 9.45-12:15**

**1. Welcome and introductions.**

**Standing Committee Members present:** Maria Aurora Diez (incoming member), Mark Dimunation, David Farneth, Isabel García-Monge, Daryl Green, Hege S. Høsøien (incoming member), Beth Kilmarx (incoming member), Krister Östlund, Meg Phillips (incoming member), Mohamed Soliman (incoming member), Winston Tabb.

**Other attendees:** Mazelan Anuar, Rosangela Arruda, Jan Bos, Wafa Chookah, Kelly Grogg, Martin Herman, Korklu A. Larya, Aisha al Kaabi, Marilaine Schaun Pelufê da Silva, Mohammed Reza Majidi, Liisa Savolainen, Chu Shuging, Antje Theise, Elisabeth de Wet, Wu Yuling, Huang Zhondag.

**Standing Committee Members not present:** Fabiano Cataldo, Maria Ermakova, Stansislav Ermolenko, Pilar Egoscobábal Carrasco, Claudia Fabian, Bente Granrud, Eric Holzenberg, Valerie Hotchkiss, Naïma Keddane, Raphaële Mouren, Angela Nuovo, Edwin C. Schroeder, Tatjana Subotin-Golubovic, Marijana Tomic, Garrelt Verhoeven, Marina Venier, Helen Vincent, Alicia Yeo.

**2. Minutes from the business meetings in Lyon (2014) and from the midterm meeting in London (April 2015).**

The August 2014 (Lyon) and the April 2015 (midterm meeting London) minutes have been approved and are posted on the website.

**3. Summary of the RBSC events in Cape Town**

**a) Satellite Conference**

*Managing and Promoting Special Collections in Africa: The Bleek-Lloyd Collection and Beyond.* | Friday 14 August 2015 | All day | University of Cape Town.

**b) Business Meetings:**

*Standing Committee I* 15 August 2015 | 09:45 - 12:15;

*Standing Committee II* 19 August 2015 | 09:45 – 11:15 |

**c) Conference Sessions:**

*Session 206 — Fostering Collaboration to Build and Preserve African Cultural Heritage* | 20 August 2015 | 10:45 - 12:45|

**d) Special Events:**

*Wednesday, 19 August.* Afternoon visit to the National Library of South Africa.

*Wednesday, 19 August* Group Dinner: Anatoli's Turkish Restaurant

**4. Election of officers**

New officers of the section for the period 2015-17 were elected:

Chair: Helen Vincent; Secretary: Krister Östlund; Information coordinator: Daryl Green

**5. Announcement of future IFLA meetings**

- 2016 Midyear meeting Lisbon, Portugal
- 2016 Satellite conference, Newberry Library, Chicago, USA, 10-11 August 2016
- 2016 IFLA World Congress, Columbus, Ohio, USA, 13-19 August 2016
- 2017 Midyear meeting (to be determined)
- 2017 World Congress, Wrocław, Poland

## **6. Brief report on the pre-conference satellite meeting at the University of Cape Town**

The pre-conference satellite meeting *Managing and Promoting Special Collections in Africa: The Bleek-Lloyd Collection and Beyond* was held at the Centre for African Studies Gallery, Oppenheimer Building, University of Cape Town, 14 August 2015 9.30 – 16.30. 35 persons attended the conference.

There were two sessions before lunch: 1) The Bleek-Lloyd Collection, and 2) Managing African Collections. After lunch there was a panel discussion led by Beth Kilmarx: *Providing Access to African Cultural Heritage*, followed by a presentation of UCT rare book collection by Tanya Barben, former rare books librarian UCT Special Collections.

All the papers will be published on the web. Renate Meyer, Head of Special Collections at the University was warmly thanked for taking care of local arrangements.

## **7. Status report on the translations of the Digitization Guidelines**

Finished: English, Chinese, Italian, Korean, Portuguese, Spanish, Turkish,

- In negotiation: Hindu

- Needed: Russian, Arabic, French, and Japanese. Mohamed Soliman volunteered to arrange for a translation into Arabic.

## **8. Report and discussion on the blog**

Discussions begun last year to possibly replace the Newsletter with a blog. Daryl was asked to look into this, and he has now created a blog on the Hypotheses platform, which is run by Centre for Open Electronic Publishing. There are several things to consider: how do we maintain the blog and make it relevant? How do we use it? Ideally it is going to be a forum for what is happening internationally within the Rare Books and Special Collections community in a broad sense, not necessarily limited to IFLA.

We decided to test the blog for one year, analyse the outcome next year in Columbus, and then decide whether to continue the blog or not. Members will be asked to submit blog content directly to Daryl.

## **9. Minor communications**

a) We need to write a brief in support of the Lyon declaration from a cultural heritage point of view. Helen will lead the work.

b) We need to map our future activities to IFLA's new strategic plan, especially to the Strategic Direction 3: Cultural Heritage.

c) The IFLA journal will in the future only be published electronically

d) IFLA HQ has announced that Poster sessions, satellite meetings' papers should soon be eligible for inclusion in the IFLA Library.

e) IFLA HQ has purchased new software to facilitate the work processes (Basecamp and Survey Gizmo)

## **10. Brief report on the midyear meeting and conference in London on developing standards for documenting the provenance of rare books**

The London midyear meeting (11-13 March 2015) was a three day meeting, starting with a workshop in collaboration with CERL with the aim to create a framework for developing standards for provenance of rare books. Considering the strong interest in these matters in Europe and the rising interest in the US, it is of vital interest that the RBSC closely follow this process in the future. Claudia Fabian was suggested as a liaison from RBSC to the network and groups working on these issues. The second day was devoted to business meetings and a joint meeting with representatives from CILIP, and on the third day we visited Oxford for meetings with Special Collection Librarians.

### **11. Discussion of a date, venue, and topic for the 2016 Midyear meeting.**

We decided to accept the invitation to hold a midyear meeting at the National Library of Portugal, Lisbon. Date is not yet decided, probably late February or early March 2016.

Topics could include:

- Follow up on the provenance meeting, broaden the perspective to also include migration of collections, theft, looting reconstruction of collections
- State of the cataloguing of rare books and manuscripts, scholarly need

### **12. Ideas for next year's program sessions in Columbus**

a) An all-day off-site meeting at the University of Ohio (or a 3-hour conference session) about special collection and rare book cataloging. Topics might include:

- Introduction to the importance of cataloging for special collections
- Introduction to RDA and the revised DCRM
- Perhaps a session or two cataloging non book material (maps, graphics, etc.)

b) Born digital cultural heritage: share ideas about what to collect - what to preserve?

c) Special Collections Roundtable. Why have a rare book collection? / strategy meeting on the future of special collections

d) Documenting visual images in special collections/Metadata for digitized images: a survey of the range of work being done internationally as a step towards developing standards. This could include a paper on cartoon collections.

### **Second Standing Committee Meeting: Wednesday 19 August, 09.45-11:15**

**Standing Committee Members present:** Maria Aurora Diez (incoming member), Mark Dimunation, David Farneth, Isabel García--Monge, Daryl Green, Hege S. Høsøien (incoming member), Beth Kilmarx (incoming member), Krister Östlund, Meg Phillips (incoming member), Mohamed Soliman (incoming member).

**Other attendees:** Jan Bos, Julia Brungs, Lisa Carter, Martin Hermann, Karklu Laryea, Kirsty McPhee, Nomfeeko Mgilane, Andile Ntungzela, Maria Luisa Russo, Liisa Savolainen, Chris Tang, Antje Thiese, Samuel Tshikalange, Inarlé de Vaal

Standing Committee Members not present: Fabiano Cataldo, Maria Ermakova, Stansislav Ermolenko, Pilar Egoscozabal Carrasco, Claudia Fabian, Bente Granrud, Eric Holzenberg, Valerie Hotchkiss, Naïma Keddane, Raphaële Mouren, Angela Nuovo, Edwin C. Schroeder, Tatjana Subotin-Golubovic, Winston Tab, Marijana Tomic, Garrelt Verhoeven, Marina Venier, Helen Vincent, Alicia Yeo.

### **1. IFLA's new Cultural Heritage Initiative**

Julia Brungs (IFLA HQ) informed more about the new Cultural Heritage Programme Advisory Committee which will be launched as a part of the IFLA Key Initiatives 2015-16. We strongly stressed that it is of vital interest that the RBSC section be represented in this group, and we urged Julia Brungs to promptly examine how this can be achieved as soon as possible.

### **2. Finalized program sessions' plans for the 2016 meetings in Lisbon/Chicago/Columbus**

#### **Lisbon Midyear meeting**

Current issues in Rare Book Cataloging. Extending the discussion from CERL's November meeting in Edinburgh and last year's Provenance meeting. Impact of RDA; Rare book provenance from an international perspective: spoliation, transfer of collections, repatriation etc. (A theme that would fit perfectly into the strategic plan).

This program could also be open to an international audience.

*Program committee:* Daryl Green (chair), Helen Vincent, Claudia Fabian, Isabel García-Monge, Krister Östlund, Mohamed Soliman and Fabiano Cataldo.

### **Chicago Satellite meeting**

Wednesday-Thursday, 10-11 August 2016 (leaving Friday for travel to Columbus). Newberry Library, Chicago. “Collaborating with researchers in managing special collections: collection development, description, preservation, and access”, or something similar.

*Program committee:* Edwin Schroeder (chair), Valerie Hotchkiss, Meg Phillips, Beth Kilmarx, Hege S. Høsøien.

### **Columbus: all-day, off-site session, presumably Monday, 15 August, at the Cartoon Museum and Library, Ohio State University**

*Theme:* Image cataloging & metadata, access.

*Possible topics:*

- Descriptive standards by genre; impact of RDA; Linked data
- For photographs: the carrier vs content depicted dichotomy; how photography has impacted historical inquiry
- Classification and indexing standards
- Access and discovery of images “hidden” in codices and other special collections
- State of the art in image recognition (computer vision) technology; with case studies
- Cartoons and other graphic media
- Making images available through IIF and other formats.

*Program committee:* Valerie Hotchkiss and David Farneth (chairs), Isabel Garcia-Monge, Beth Kilmarx, Mark Dimunation, Meg Phillips and Lisa Carter (OSU).

*Partners:* Art Libraries Section, A V Section, Cataloging Section, Classification and Indexing Section

### **Columbus Conference Session 1**

*Theme:* The State of Affairs in Cultural Heritage Security. This session is intended as preparation for a meeting in Poland with library leaders.

*Program committee:* Daryl Green (chair) in consultation with Julia Brungs.

The session will further the process of reporting & recording thefts internationally; aim to destigmatise the reporting of thefts (something which still many libraries will not make publicly aware); and to continue to build bridges between the curatorial and commercial arms of the cultural heritage profession. Invited papers from experts in this field will address this topic under the new cultural heritage section of IFLA's new strategy document.

### **Columbus Conference Session 2**

The Preservation and Conservation section is going to propose a conference session with us about standards. More details forthcoming.

We agreed to participate in this session, and one member of the RBSC section (not yet determined) will serve on the program committee.

### **Columbus Conference Session 3**

“Trends in Rare Book and Special Collections Cataloging”

This would be a session of highlights from midyear meetings and the Chicago preconference. Perhaps four papers:

- Impact of RDA on Rare Book and SC cataloging
- Developments in provenance metadata

- Partnering with researchers to enhance special collections cataloging
- Trends in the cataloging, indexing, discovery, and delivery of photographs Together with the Cataloging Section (to be determined).

*Program committee:* Claudia Fabian (proposed chair).

### **3. Future activities**

- David Farneth volunteered to continue assisting with editing the webpage
- The sections' printed brochures will be converted into webpages

### **4. Closing**

Outgoing chair David Farneth was warmly thanked for his excellent service and work for the section during the past two years.

Agenda item 3: minutes of previous meetings

**Informal notes from Section Officers meeting in Edinburgh, May 30 2016**  
**Daryl Green, Krister Östlund Helen Vincent.**

- We agreed that we would like to raise our profile within IFLA especially with regard to cultural heritage – the importance of rare books and special collections to this agenda; the contribution rare book and special collections librarians (and associated professionals) play
- We agreed that it should be also a goal for our section externally to increase our visibility and therefore to give weight to the section's contribution to this area
- We agreed we would like to try in 2016-17 to move to quarterly virtual section meetings as a way of keeping the momentum going in our work, with these meetings taking place in August, November, February and May. We would also envision the possibility of informal caucuses whether in person or virtual (as our own) – working groups, conference organising sessions, or at events

Future directions

- Internal IFLA relationships – we would like to
  - develop stronger relationships with National Bibliographies section, Digital Humanities,
  - Build on relationships with Preservation; Art Libraries and AV/MM sections; Cultural Heritage programme
- Need to network with regions where WLIC to be held
  - Europe –CERL as a communication channel; individual countries? Other networks?
  - South America
- There is potential for a session on special collections outside their country of origin, but how to create a safe space for these discussions given the very strong emotions and opinions held?
- Blog: need to get more content that isn't about preservation issues; one reason it was set up was to give timely notice of exhibitions, etc, in a better way than via the more static newsletter but this is not really happening

Other updates

- Cataloguing and Classification Quarterly journal issue featuring papers from our Lisbon conference is to come out by end 2016
- Digitisation guidelines: French, German and Russian are needed

Agenda item 4: Section committee members

<b>First name</b>	<b>last name</b>	<b>term 1</b>	<b>term 2</b>	<b>2017</b>
Claudia	Fabian	2009	2013	has served two terms: must stand down
David	Farneth	2009	2013	has served two terms: must stand down
Angela	Nuovo	2009	2013	has served two terms: must stand down
E.C.	Schroeder	2009	2013	has served two terms: must stand down
Winston	Tabb	2009	2013	has served two terms: must stand down
Mark	Dimunation	2011	2015	mid-term
Krister	Ostlund	2011	2015	mid-term
Maria	Ermakova	2013		has served one term: can serve another
Tatjana	Subotin-Golubovic	2013		has served one term: can serve another
Fabiano	Cataldo	2015		mid-term
Maria Aurora	Dias Banos	2015		mid-term
Stanislav	Ermolenko	2015		mid-term
Daryl	Green	2015		mid-term
Valerie	Hotchkiss	2015		mid-term
Naima	Keddane	2015		mid-term
Beth Turcy	Kilmarx	2015		mid-term
Megan	Phillips	2015		mid-term
Mohamed Ahmed	Soliman	2015		mid-term
Hege	Hosoiien	2015		mid-term
Marijana	Tomic	2015		mid-term
Helen	Vincent	2015		mid-term
Huism	Tan	2016		mid-term (co-opted 2016)

Agenda items 8, 9, 10; also for second business meeting

## **Current active strands and suggestions for future initiatives**

### **Currently active**

- Cataloguing: need to keep an active strand of work on the issues of resource discovery/metadata/cataloguing of rare materials working to idea of developing guidelines? For metadata produced outside the library catalogue? – describing and recording in all formats
  - Cataloguing event as a possible off-site day – could include Importance of cataloguing for special collections; RDA; revised DCRM; add in new RDA rare materials working group; Bibframe; Linked data; New ESTC interface; Non-book rare materials; EAD3 and manuscript/archival cataloguing; CERL Provenance project(s); New ways of thinking about cataloguing
- Competencies – we have gone for life cycle approach – need to consider education and training
- Digitisation guidelines – need to follow up with information about use? Translations?
- Visual material? Art libraries? Modern/contemporary special collections? – is there anything to take forward from our off-site day? – collaboration/interaction with others in GLAM sector?
- Cultural heritage agenda - Security and theft – follow up from our conference session
- National bibliographies in the 21<sup>st</sup> century – linked open data and unique identifiers  
Retrospective national bibliographies in the 21<sup>st</sup> century (user-generated content, cross-walking portable metadata, role of academics, datasets rather than publications) – do we want to develop a programme of action?
- Topics: bibliography and the materiality of collections items (issues such as bindings, provenance) – do we need guidelines?
- Working with IFLA Cultural Heritage programme and in support of relevant strategic directions

### **Already suggested future directions**

- Born Digital cultural heritage: what to collect? What to preserve? Who is responsible for selection as ‘special collection/rare material’? What about digital preservation of datasets such as authority files and retrospective national bibliographies? – more generally ‘modern/contemporary special collections’ – collection development
- Special Collections roundtable: a strategy meeting on the future of special collections – a conversation between library directors and rare book/special collections librarians? High-level discussions? Focus points? Query: with National Libraries section? With Academic and research libraries? Art Libraries? Public Libraries? AV&MM? Indigenous Matters? LIBER? CERL? RBSC cte? – interesting to ask for nominations for a panel discussion from each of these sections for a Congress session. Could tie in with IFLA Trends Report work
- Cultural heritage – spoliation and digital/virtual repatriation – special collections outside country of origin
- Suggested at mid-term 2016 for 2017 satellite – ‘history of book collections’ ‘what happens when collections cross borders’
- Exhibitions – physical and virtual – interpretation, description, discovery [would tie in with ‘Libraries. Solidarity. Society’ theme of 2017 WLIC] – What is access to cultural heritage? Promotion of cultural heritage

**New Suggestions for future activities**

New Digital Humanities possible SIG – ideal collaborators for a session

New Indigenous Matters section – issues of collections description, preservation and access; tie in with Cultural Heritage strand

Collection development – modern special collections; born-digital special collections

Issues and activities relevant to particular regions?

From IFLA themes and key initiatives

- Role: repatriation of cultural heritage content. Key Initiative 3.2.2 Instigate debate and exchange of ideas to explore collection and access issues for libraries in digital / virtual repatriation of documentary cultural heritage content
- Role: develop a position on citizen-created content: Governing Board action plan ‘We will develop a strategy and an action plan on the participation of library services in facilitating the creation of local, user-generated and citizen-science content.’