

Attendance:

Daryl Green (Chair), [UK]; Makeswary (Mages) Periasamy (Secretary), [Singapore];
Stephanie Stillo (Information Coordinator), [USA]

Members:

Adelaida Caro Martin [Spain]; Alexander Haraldsvik-Lyngsnes [Norway]; Antje Theise [Germany];
Claudia Bubenik [Germany]; Flavia Bruni (Italy); Garrelt Verhoeven [Netherlands]; Helen Vincent
[UK]; Iris O'Brien [UK]; Isabel Garcia-Monge [Spain]; Louise Amazan [France]; Muhammad Rafiq
(Pakistan); Nicholas A. Sparks (Australia); Peter Sjökvist [Sweden]

Observers:

Helen Chan, Chair (Professional Division F)
Claire McGuire, Policy and Research Officer, IFLA HQ
For a full list, see Annex A

With Apologies:

Beth Kilmarx [USA]; Dzhamilya Ramazanova [Russian Federation]; Fabiano Cataldo de Azevedo
(Brazil); Maria Castrillo [UK]; Megan (Meg) Phillips [USA]

s/n	Description	Action By
1	Opening and confirmation of the agenda	
	The Chair opened the meeting and welcomed everyone to WLIC 2022 and the first physical business meeting after two years. The Chair also welcomed Flavia, Rafiq, Nicholas and Louise who had joined the meeting via zoom.	
2	The minutes of the business meeting on 10 March 2022 were passed without amendments.	
3	Roundtable Introductions	
	Members present, including the thirteen observers introduced themselves.	
4	Membership Matters	
	The Chair reiterated the need to have proper succession planning to ensure business continuity within the Section as well as for the several projects. He noted that six members will be leaving the Section in 2023 as they have fulfilled the maximum tenure of eight years, while eight members will be standing for re-election, after a four-year tenure. He encouraged the co-opted members to stand for election to the Section as well next year. In the meanwhile, Mages will look into the IFLA process for appointing mentors for RBSC.	All Mages
5	WLIC 2022	
	The Chair indicated the various sessions that may be of interest to members and encouraged all to attend RBSC's open session on Tuesday.	All

	<p>He also requested members to update the Section if they attend business meetings of other SCs.</p> <p><i>Talking-stick session</i> Daryl and Helen will be chairing a talking-stick session on the topic of Object Identification for Cultural Heritage Materials on Wednesday, 27 August (15:00-16:00).</p> <p><i>Bonding Sessions</i> The Chair welcomed members to attend the two dinner sessions that have been arranged on Tuesday and Thursday evenings.</p> <p><i>Tour of Trinity College</i> Peter has arranged a special tour of the rare and special collections at the Trinity College on Tuesday, 26 August. Interested members are to meet at the College at 3.30pm.</p> <p>[<i>Afternote:</i> The tour was conducted by Dr Ann-Marie Hansen, project manager in-charge of the Fagel Collection at the Trinity College Library. Members were able to view some of the rare books and maps from the collection that is currently being catalogued.]</p>	
6	RBSC Open Session with P&C	
	Stephanie invited all to the open session on Exhibitions being co-organised with the Preservation and Conservation (P&C) section. It is scheduled on 26 August at 13:15 hours and will feature four speakers who will share on the various aspects involved in managing exhibitions.	
8	Updates from Chair, IFLA Professional Division F	
	<p>Helen Chan, Chair of Professional Division F, joined the meeting at this juncture. After introductions, Helen encouraged all members to contribute their biodata and other news items for the Division F newsletter, which will be produced twice yearly and distributed via the IFLA mailing list.</p> <p>She reminded the section to align its work with IFLA principles and to ensure the Action Plan deliverables are completed. She encouraged members to participate in at least one project and to collaborate with other SCs in IFLA. Helen also encouraged the Section to connect with inactive members to ensure full participation.</p> <p>To Helen Vincent's query on the direction of IFLA after the departure of the former Secretary-General, Gerald Leitner, Helen Chan acknowledged that it is a concern among all and encouraged members to attend Session 141 on July 28th which will shed light on recent governance developments at IFLA.</p>	All
5	Updates by Working Groups	
	<p><i>Metadata</i> Isabel updated that the WG are currently providing feedback for Core Elements for the description of rare books and special collections, which involves compiling the important metadata elements that are required when describing such collections. The group is also providing feedback on the</p>	

	<p>question of Object ID for cultural heritage materials and proposing the study of persistent identifiers for item identification in rare and special collections.</p> <p>The group is also providing feedback to Helen (the rep for ICA EGATTT) on the question of Object ID for cultural heritage materials and proposing the study of persistent identifiers for item identification in rare and special collections.</p>	
	<p><i>Value of Special Collections</i></p> <p>Details of the survey have been posted on the IFLA mailing list and a brief article will be published in the August 2022 issue of the IFLA newsletter. Stephanie updated that a write-up with a link to the survey has also been posted on the RBSC blog and on social media platforms, Facebook and Twitter. An announcement will also be made at the RBSC Open Session with P&C at WLIC 2022.</p>	
	<p><i>Competencies</i></p> <p>Claudia updated that the guidelines are being translated into other languages, such as Portuguese and German. The document has already been translated into Spanish, Arabic and Chinese.</p>	
	<p><i>Communications</i></p> <p>Stephanie stated that the Communications WG has morphed into an Events team. She will be looking at promoting the RBSC website and called upon members to provide news or information that can be posted on the website.</p>	Stephanie/ All
	<p><i>Collaborations</i></p> <p><i>ICA/ EGATTT</i></p> <p>Helen reported that ICA will be working with RBMS (currently the largest group of rare book librarians) regarding various matters, such as the Black Lives Movement and involvement of law enforcement agencies in tracking collections theft. She noted that libraries may have good documentation of their collections, but staff may lack awareness of security processes.</p> <p>Currently, they are looking at organising a webinar/knowledge café on best practices and security for managing archival collections and the scalability of these best practices for libraries of various sizes.</p> <p>Helen suggested that IFLA can provide a platform to train law enforcement agencies on how to identify rare books that are being trafficked.</p> <p><i>ILAB</i></p> <p>Daryl declared that he and Claudia are IFLA representatives for ILAB based on their MOU and reported that the collaboration first started at the IFLA congress in Columbus, Ohio in 2016. Claudia reported on the meeting between ILAB and IFLA they had attended on May 31st 2022. Two key discussion areas were the promotion of the Missing Books Register and this year's ILAB congress.</p> <p>The Missing Books Register database was launched in October 2021, to enhance usage by booksellers and libraries and ways to de-stigmatise the reporting of missing books (hence the name change from "Stolen Books</p>	

	<p>Database"). The database is a work in progress and further minor improvements and bugs of the database are continuously being worked on. ILAB will also try to allow the registration of missing books in languages other than English.</p> <p>This year's ILAB congress will be held in September in Oxford. The last day of the congress is devoted to a symposium where Stephane Ipert, member of the IFLA-ILAB working group, will speak about "Himaya: A regional program to counter trafficking of oriental manuscripts in the Arab region and the Middle East".</p> <p>IFLA is planning a webinar in October 2022 and has invited ILAB to present the Missing Books Register so as to make it accessible to a wider audience. ICA and EGATT will also be presenting.</p> <p><i>CERL</i> Flavia updated that a webinar will be held in November 2022 on CERL's <i>Quick Audit Tool</i>.</p> <p><i>ACCH</i> IFLA's risk register has been updated, especially after the lessons learned from the Ukraine war. The risk register can help document and preserve information on unique cultural heritage, which can be reconstructed after a disaster/crisis. A webinar is being planned to raise awareness among cultural institutions on how to record collections at risk.</p> <p>Helen also suggested various topics such as multiculturalism, collaboration with UNESCO, digital cultural heritage and representation of different cultural heritage objects that can be considered by RBSC for planning future webinars/seminars.</p>	
	<p><i>Ukraine Task Force</i> Represented by Beth and Claudia, the task force has helped to assemble resources related to cultural documentary heritage issues which are housed in Basecamp. The group also provided budget estimates for setting up a digital library by digitizing Ukrainian cultural heritage. Due to insufficient budget, IFLA has decided to focus on capacity building within institutions and simultaneously work to raise awareness on this need and hopefully raise additional funds/in-kind support for a longer-term project.</p>	
	<p>Future Meetings & Webinars</p>	
	<p><i>Second Business Meeting</i> Our second business meeting will be scheduled in September 2022. It will be a virtual meeting via zoom. Mages will send out the doodle poll to all members to identify the best date/time.</p>	Mages
	<p><i>Mid-term Meeting</i> RBSC will hold its mid-term meeting between February and April 2023. If held as a physical meeting, it can be spread over 3 days with a one-day conference, business meeting and a tour of libraries within the hosting country. The Chair noted that Fabiano will confirm if we can have the mid-</p>	Chair/ Mages

	<p>term meeting in Mexico. A suggestion was raised that the mid-term meeting should be hybrid if only a few members can attend physically.</p> <p>[<i>Afternote:</i> Fabiano emailed subsequently that a mid-term meeting in Mexico is not viable. The Chair will check on other locations while Mages has sent out a simple survey to gauge how many members can physically attend the meeting]</p>	
	<p><i>Satellite Meeting and Open Session for WLIC 2023</i></p> <p>WLIC 2023 is scheduled from 21st to 25th August at Rotterdam. For the RBSC Open Session, Isabel recommended the topic of metadata. Helen concurred and suggested collaborating with the National Bibliography Section.</p> <p>Garrelt offered to host the satellite meeting on Saturday, 19th August at Leiden. Various topics on rare and special collections were proposed, namely Value of Special Collections, Decolonisation, Slavery and Climate Change.</p> <p>The following members have volunteered to help organise the Satellite meeting and the Open session next year August: Open Session (2023) – Isabel, Adelaida, Peter, Antje, Flavia, Iris Satellite Meeting (2023) – Stephanie, Helen, Mages, Garrelt, Flavia, Daryl</p>	
	<p>Any other business Arising</p>	
	<p><i>Updates from Officers Briefing</i></p> <p>Below are the key takeaways from the Officers briefing held on Monday, July 25th.</p> <p>The conference e-bag contains guidelines compiled by the Library Services for Multicultural Populations (MCULTP) on making meetings more inclusive.</p> <p>Those interested in being interviewed by the Library History SIG for their IFLA Centennial Oral History project, should contact Anna-Maria Tamorro (Annamaria.tammaro@unipr.it).</p> <p>A Professional Council Subcommittee has been formed to discuss the process of Professional Unit Reviews and to seek feedback before progressing it to the Governing Board for approval. Unit reviews are planned to begin in January 2023. Any initial ideas can be sent to Jan Richards, PC Deputy Chair (jan@janrichards.com.au)</p> <p>IFLA will send details of the 2023 membership elections to all the members concerned in October 2022. The full schedule for the nominations and elections for the cycle 2023-2025 will be published in October/November 2022.</p> <p>WLIC 2023 will be held at Rotterdam from 21-25 August as a fully hybrid conference. It is recommended to hold satellite meetings in either Belgium, Luxemburg or Netherlands. The venue for 2024 WLIC is yet to be determined. Expressions of interest are open till 12 September 2022.</p>	

	Halo Locher, the Governing Board delegate to IFLA HQ has been tasked to rejuvenate the internal IFLA structure and improve morale and work practices.	
	<i>Claire McGuire from IFLA HQ</i> Daryl introduced Claire McGuire who was sitting in for the meeting. As Policy and Research Officer at IFLA, Claire is responsible for cultural heritage advocacy.	
	There being no other business, the meeting ended at 14:15 CET.	

Observers who attended RBSC Business meeting I on 25 July 2022

	Name	Email	Designation	Institution
1	Jennifer Brannock	Jennifer.brannock@usm.edu	Curator, Rare Books & Mississippiana	University of Southern Mississippi
2	Claire Cornelius	ccornelius@my.dom.edu	-	Dominican University, Penn
3	Karin Schmidgall	karin.schmidgall@ula.marbach.de	-	Arbeitsgemeinschaft der Spezialbibliotheken, Deutsches Literaturarchiv Marbach (Association of Special Libraries), Germany)
4	Joyce Jelks	jej9572000@yahoo.com	Retired	Atlanta-Fulton Public Library
5	Jim O'Donnell	jod@asu.edu	Director	Arizona State University Library
6	Debora Messerli	debora.messerli@posteo.ch	Librarian	Textile Librarby, St Gallen, Switzerland
7	Laura Glockler	laura.gloeckler@tg.ch	Librarian (Manuscript)	Cantonal Library Thurgay Switzerland
8	Heba Sayed	heba.sayed@aucegypt.edu	Director of Planning, Assessment & Business Development	The American University in Cairo - Libraries
9	Ornella Foglieni	ofoglie@gmail.com	-	Associazione Italiana Biblioteche
10	Pablo Mora Pérez-Tejada	mora@unam.mx	Director	National Library of Mexico
11	Russell Lynch	lynchrs@familysearch.org	Project Manager	Family History Library, Family Search
12	Frederic Blin	frederic.blin@bnu.fr	Director for Services and Collections	National and University Library Strasbourg, France
13	Ines Carme	ines.carme@gmail.com	Librarian Student	Essib