



Ligue des Bibliothèques Européennes de Recherche  
Association of European Research Libraries

**EB0118**

**Minutes of the Executive Board Meetings held in the Galbraith Seminar Room, Long Rom Hub, Trinity College Dublin, Dublin, Ireland, on Thursday 15 And Friday 16 February 2018.**

**Present:** Ms Kristiina Hormia-Poutanen (President), Ms Jeannette Frey (Vice-President), Mr John MacColl (Secretary-General), Drs Anja Smit (Treasurer), Dr Ann Matheson (LIBER Adviser), Ms Astrid Verheusen (Executive Director), Ms Athina Papadopoulou (Observer), Dr Martin Hallik, Mr Martin Svoboda, Dr Giannis Tsakonas, Ms Agnès Ponsati Obiols, Mr Bertil Dorch.

**Apologies:** Dr Paul Ayris (LIBER Adviser), Mr Julien Roche (LIBER Adviser), Dr Wolfram Horstmann, Mr Andris Vilks, Dr Matthijs van Otegem, Mr Wilhelm Widmark.

### **Discussion Slot: Thursday 15 February**

#### **1. Executive Board Expertise**

KHP introduced the idea of running a skills audit in order to identify particular areas of strength and weakness across the Executive Board. JM had previously circulated a form for members of the Executive Board to complete, and a number had been received. The audit was of use in recruitment to new Board positions and for identifying new Steering Committee Chairs. JM would ask for all remaining forms to be returned to him. We will revisit this item at the next Executive Board meeting in Lille, when a report on the skills audit will be provided. It was requested that one additional area, that of metrics, be added to any future version of the form.

#### **2. IARLA**

##### **2.1 IARLA Briefing for LIBER Executive Board**

JM introduced this paper, which had been previously circulated. The Board discussed the benefits of LIBER remaining in IARLA membership, and agreed to discuss further with those members who had sent apologies.

##### **2.2 IARLA Values Statement**

The Board agreed to endorse the IARLA Values Statement which had already been endorsed by the four other IARLA member associations. KHP would inform the IARLA Steering Group of this decision.

#### **3. LIBER Quarterly**

##### **3.1. Annual Report: LIBER Quarterly**

The Board discussed the future trajectory of LIBER Quarterly in general, and the Annual Report for 2017 in particular. JF asked whether subscription and usage figures were holding up against those of previous years. AM replied that usage figures have increased since it first went online, but that subscription levels were difficult to determine since subscription was now included with the Contribution fee. GT was concerned that the title might imply that it is a journal restricted to members of LIBER. He felt that its openness is a strength for our community. However, it struggles to attract authors, and there was a feeling that it should publish more practitioner-based work, alongside peer-reviewed articles. The Board decided to invite the editors to attend the July meeting of the Executive Board, to discuss the future of LIBER Quarterly alongside the question of open access publishing of work by the LIBER community, and the potential of the LIBER website for publication services. LIBER conference papers would be included in the discussion, as would the possible use of an Open Access repository such as Zotero, and the issues of statistics, productivity and stewardship. Simone Sacchi, Head of International Projects, would be invited to give his expertise on the topic. AV would invite Raf Dekeyser (Managing Editor) and Mel Collier (Chair of the Editorial Board) to attend the Board discussion. Raf Dekeyser had wished to hear the Board's view on whether an adjunct editor could be appointed to assist him. This question would also be discussed.

#### **4.a. Open Science**

##### **4.a.1 LIBER Open Science Roadmap**

The Board discussed the proposed structure of the LIBER Open Science Roadmap. It was agreed that the document should strike a balance between a high-level conceptual approach, and a detailed description. It was agreed that it should be redrafted by the end of April. KHP requested that the Communications Officer produce a visual on the research process, illustrating the role of libraries. Each section of the Roadmap should have an introduction, and contain more strategic-level recommendations on action lines, with detail below them. The whole document should be no more than 10 pages long. MS recommended that academic colleagues be asked to comment on it. AV will send a link to all Board members and invite comments.

##### **4.b OSPP – Citizen Science Recommendations**

The Board discussed this paper from the OSPP Citizen Science Working group. KHP said that this was a high priority area for the European Commission, and there could be funding available if LIBER wished to pursue a project. It was felt that the recommendation that 15% of research funding be reserved for citizen science activity was too high and could not be supported. This view would be fed back to the Working Group. Citizen science may be important for research 'impact agendas', as in the UK with the Research Excellence Framework, or in the Netherlands where impact metrics are becoming important.

#### **5. Topics for Future Discussion Slots**

The Lille Executive Board meeting should discuss LIBER publishing (see 3.1 above). It was also suggested that the GO-FAIR initiative be discussed, since LIBER had committed to it a year ago, and AV had recently attended a meeting in Leiden. A third topic for discussion, suggested by KHP, would be a new survey of Participants. The last one was undertaken three years ago. The questions would be considered at the July Executive Board, and the survey would then be run in the autumn.

## **First Executive Board Meeting: Thursday 15 February, 2018**

### **6. Apologies**

Dr Paul Ayris (LIBER Adviser), Mr Julien Roche (LIBER Adviser), Dr Wolfram Horstmann, Mr Andris Vilks, Dr Matthijs van Otegem, Mr Wilhelm Widmark.

### **7. Minutes of the Executive Board Meetings: Rotterdam, October 2017**

There was one correction required to Minute 14.4. 'University of Cyprus' in the final sentence should be 'Technical University of Cyprus'. The Minutes were approved with this correction. KHP requested that in future a reminder to check their actions be sent to members of the Executive Board two weeks before each meeting. This should be done by the LIBER Office.

### **8. Matters Arising**

#### **8.1 Action Summary: Rotterdam, October 2017**

The actions from the last meeting were reviewed. All actions noted had either been completed or were carried forward with the actions from the meeting in February 2018. The following points were noted:

**(Feb 2017, 18):** The GO-FAIR initiative would be followed up at the July 2018 Executive Board meeting.

**(July 2017, 10.6):** National Licensing was to be discussed with the Open Access Working Group and a meeting organised. MO to advise on progress.

**(July 2017, 10.7):** The EU Open Access Publishing Initiative: an RDA slot is to be progressed after the summer (KHP/MO). An expert meeting is to be convened first in Europe, then worldwide: suggested dates are September (Venice) and October (Netherlands). GT reminded the Board that he would be speaking on the LIBER Strategy at the SELL Conference in Thessaloniki, on 7-8 May. He wondered whether other colleagues might be interested in attending. He will follow up with WH and MO.

### **9. EU Activities**

#### **9.1 OSPP**

KHP gave an update on the Open Science Policy Platform, on which she represents LIBER. OSPP outputs had been discussed at the Competitiveness Council, where WH had been the LIBER representative. The term of OSPP is to be extended by two years. Some Working Groups have not yet begun their work this term. KHP will send a draft of the integrated recommendations to the Board for comment. She confirmed that Rebecca Lawrence (LSE) leads the work on metrics.

#### **9.2 Europeana Report**

JF reported that Jill Cousins, Executive Director, would be leaving soon and the post had been advertised. The results of a recent EC evaluation were not yet out. A few Board members had responded to the survey. Provision of the Europeana infrastructure had been put out to tender recently.

#### **9.3 EU Projects Report**

AV reported that the contracts of various members of staff in the LIBER Office will end this year, and Simone Sacchi and colleagues were working hard to secure new projects. There was some discussion of current project proposals. We would be particularly keen to secure a European Research Infrastructure Consortium (ERIC) project, which would ensure that LIBER stays involved with the European Open Science Cloud (EOSC). BD

mentioned a SPARC call for Open Science skills, similar to LEARN2 for which we are bidding; he will check the details and pass them to AV. The HuMetrics team will be seeking Mellon funding, and LIBER would hope to deliver the European outputs, working with a North American partner. KHP asked AV to liaise with Simone Sacchi over a publication platform project with which WH has been involved.

## **10. Steering Committees**

### **10.1 LIBER Roadmap & Organisation**

AV reported on the development of the Strategic Lines and the Roadmap inputs from the Knowledge Café at the Patras conference. She has not yet received a proposal and Chair proposal from WH for a new Working Group on Linked Open Data. According to the Roadmap a new Working Group on Citizen Science should not be set up just yet. The two co-chairs of the Innovative Metrics Working Group are stepping down. The Innovative Metrics Working Group is moving from the Research Infrastructure Strategic Line to Innovative Scholarly Communication.

#### **10.1.1 Proposal: Change of Name of Architecture Forum**

The Architecture Forum is changing its name with the new Strategy to 'Architecture Group'.

### **10.2 Guidelines for Steering Committees**

#### **10.2.1 Guidelines for Steering Committee Chairs**

JM introduced this helpful guidance document which AM had prepared. It clarifies the process of appointment of Chairs of Steering Committees and Working Groups, their membership, responsibilities and terms of office. The question of how members of the LIBER community can become involved in the work of Steering Committees and Working Groups was raised. This is normally through the invitation of the Chair. AV stated that the Communications Officer will create a document on the LIBER website that gives more information on how to become involved, and that there will be a newcomers session at this year's Annual Conference. The names of the Chairs of Steering Committees and Working Groups are already on the website. The guidance document advises that a Steering Committee should normally have no more than five members, and a Working Group no more than 10. All Steering Committees and Working Groups require to appoint a Secretary from among their memberships.

#### **10.2.2 Steering Committee Budget Paper**

This paper was presented to the Board on behalf of the Finance Committee. The current annual budget for each Steering Committee is €6,000. MH asked about the process for dealing with unforeseen financial requirements. AS confirmed that the Treasurer will consider special requests. It was also confirmed that a Steering Committee Chair may vary the allocation of funds across their three Working Groups, within the overall budget total. MH enquired about point 3.2 which states that the annual budget may be used to assist in bringing non-LIBER speakers to events. He said that this is sometimes necessary in the case of speakers from LIBER Participants who cannot meet the costs. AM advised that the document be modified to acknowledge that this can be permitted in exceptional circumstances. JM will make this change. Both of these documents will be added to the Gold Book, which will be updated by AP.

### **10.3 Innovative Scholarly Communication Steering Committee**

The paper from WW was discussed. BD has a suggested name for Chair of the Working Group on Innovative Metrics, and he will email WW. In the discussion on the work of the

Working Group on Copyright and Legal Matters, KHP emphasised the importance of all EU member states advocating for a copyright exception for Text- and Data-Mining; the Communications Officer is currently working on creating advocacy materials. The Chair of this Working Group, Jonas Holm, is stepping down for six months, and Ben White of the British Library has been suggested as an interim Chair. The Board was happy to agree to this.

#### **10.3.1 Proposal for a Working Group: Citizen Science**

This proposal had come from Individual LIBER Member, Tiberius Ignat. KHP stated that we will discuss this further at the Executive Board meeting in Lille, and that our activity should wait for the publication of the ~~EU White Paper~~ OSPP recommendations on Citizen Science, which is due soon. Participants had not given high priority to citizen science at the Knowledge Café in July 2017. GT pointed out that the Roadmap shows this activity as not commencing until 2020. It should be aligned to the work of OSPP. Historically, Individual Members are not entitled to act as Chairs of Working Groups. AV will update Tiberius Ignat and WW on the Board's discussion.

#### **10.3.2 SCOSS Coalition Meeting: Draft Minutes**

These minutes were noted by the Board. MO provides a link between the Executive Board and the SCOSS Coalition.

### **10.4 Digital Skills & Services Steering Committee**

MH presented this report and commented on communications within the Steering Committee and Working Groups. He felt that face-to-face meetings work much better than video- or audio-meetings, and that the closer a Steering Committee meeting is to the Executive Board meeting the better. He now tries to organise Steering Committee meetings adjacent to Board meetings, but it is not always possible. It was regrettable that no Steering Committee Chairs meeting was taking place in Dublin, as part of the normal programme of meetings around the Executive Board meeting, since two of the Chairs had sent apologies. KHP felt that the Chairs meetings are cancelled quite frequently, which is unfortunate. Steering Committees usually meet at the time of the Annual Conference, but might there be another occasion in the year when this could happen? The question of meeting programmes and formats will be on the agenda of this year's Annual Conference Knowledge Café. AV will contact all Steering Committee Chairs to discuss best practice for Steering Committee meetings.

#### **10.4.1 Digital Humanities & Digital Cultural Heritage Working Group**

This Group has organised a Data Reuse Charter Workshop in The Hague on 9 April, and the Working Group will meet the following day.

#### **10.4.2 Proposals: Digital Skills Working Group**

The Working Group proposed a collaborative workshop, to take place during the Annual Conference 2018, on redefining skills and competencies for remodelling the research library. A second proposal was for a Study and Workshop, over 2018-19, into the digital skills required to support Open Science, and how these are represented in LIS School curricula. The Board approved the idea, but asked for more definition of the activities of the Working Group. MH was asked to come back to the October Executive Board meeting with a more focused proposal for this Working Group.

## **Second Executive Board Meeting: Friday 16 February 2018**

[Agenda items 10.4.3-11.2 were taken at the Second Meeting]

### **10.4.3 LIBER Journées Proposed Call for Applications 2020 & 2022**

MH presented this paper proposing that LIBER Journées be run in May 2020 and May 2022. This was approved by the Executive Board. The Leadership & Workforce Development Working Group will work on the organisation of these with the LIBER Office. MH informed the Board that the Chair of the Working Group, John Tuck, will be stepping down in July. Some interest in the role has been intimated but not so far declared.

### **10.4.4 LIBER Emerging Leaders Programme: Recommendations to the Board**

The Leadership & Workforce Development Working Group proposed that an Emerging Leaders Presentation be made during the 2018 Annual Conference. This was approved. They also proposed an Alumni Event linked to the Annual Conference. MH wished to explore the funding of this. Sponsorship is not appropriate. Funding will be required for catering and possibly some travel costs. AS reminded MH that the Steering Committee budget can be used as he sees fit across all three of his Steering Committee Working Groups. He will investigate the costs, but in the meantime the Board was happy to approve the proposal.

### **10.4.5 Job Descriptions Marketplace**

This had been approved by the Executive Board in October, and a paper was provided to update the Board.

## **10.5 Research Infrastructure Steering Committee**

AV had attended the recent Research Data Management Working Group call on a proposed data science skills Workshop. WH is to clarify where the Workshop is to be held. As yet there has been no proposal for the establishment of a Linked Open Data Working Group. The Steering Committee report requests the Board to consider funding the refactoring work required for the Library Architecture Group's database. The cost of this work has been estimated at €5,130. The Board would like to see a full proposal and a workplan for this Group at its summer meeting. The cost would require to be met from the Steering Committee budget. MS will report back and discuss with WH and Sylvia van Peteghem.

### **10.5.1 Proposal: Linked Open Data Working Group**

This paper had not been received.

### **10.5.2 Research Data Alliance**

In WH's absence there was no update. The Board agreed that there were a few items now requiring WH's input, ie: Forum of European Experts on Big Deals and Open Access Transition; the Research Data Alliance; the Linked Open Data Working Group, and its Chair. KHP, AV and JM will arrange a Skype call with WH to discuss these matters.

## **11. LIBER Partnerships**

### **11.1.1 OCLC Report: Convenience and Compliance: Case Studies on Persistent Identifiers in European Research Information Management**

This report was recommended as providing a very interesting overview of the landscape. The support and cooperation of LIBER, and in particular Kristiina Hormia-Poutanen, Esa-Pekka Kesitalo (National Library of Finland) and Birgit Schmidt (SUB Göttingen) was noted in the report. OCLC Research was interested in further

research project possibilities. JM would be meeting with staff members of OCLC Research at forthcoming meetings in Edinburgh and London, and would discuss possible research areas to present to the Board. In particular, we will raise the possibility of some joint work on Linked Open Data, given the proposed new Working Group.

### **11.2 Regional Open Science Workshops 2018**

The Board discussed an overview paper from PA and Tiberius Ignat of Scientific Knowledge Services (SKS). JF reported that these Workshops have been running for a few years. Costs are met by sponsorship. The partnership with LIBER is considered important, and provides awareness of our Strategy. They would like to discuss possibly developing the partnership further. JM recommended that this be added to the Executive Board Discussion Slot topics for the summer meeting in Lille, with PA present. Although the Workshops represent a form of collaborative activity between LIBER and LERU, KHP advised that it would not be possible for LIBER to enter into a Memorandum of Understanding with LERU. AM suggested that the Steering Committee Chairs discuss these Workshops since they are charged with delivering the new Strategy. JF has been invited to represent LIBER on a Steering Committee which is being set up. There was a view that this is not appropriate, and nor does the Board want to commit LIBER to any involvement in a new funding model. It was agreed to leave the arrangement as is, with support for the Workshops via attendance and participation in the form of speakers where appropriate, but without formal LIBER representation or involvement. The Board should discuss the relationship again in a year's time.

## **12. Report of the Finance Committee**

### **12.1.1 2017 Profit & Loss**

The Board accepted the Finance Committee recommendation to approve the Profit & Loss Accounts for 2017. AS explained that the presentation of the annual accounts of 2017 has departed slightly from the previous format, primarily by showing income for projects in the year in which the work has been done rather than totals in year of receipt. This permits greater control of project finances.

### **12.1.2 Annual Account 2017**

The Board accepted the Finance Committee recommendation to approve the audited Annual Accounts for 2017.

### **12.2 2018 Budget**

The Board accepted the Finance Committee recommendation to approve the 2018 Budget, including the budgets for Steering Committees. LIBER finances are healthy due to having a healthy reserve, but we made a loss in 2017 both on projects (cost over-runs) and in the Foundation account (lobbying costs and the need to hire an Events Manager contributed to the loss here). We also anticipate a loss in 2018. There was an error in the figures for the project staffing costs; AV will correct this. At the moment we are failing to run a balanced budget, and the Executive Board needs to discuss at its next meeting how we can operate sustainably. The option to raise the Contribution fee must be considered again. We need to take action as a result, and the Committee had agreed that the question of varying the Contribution level should be considered. MH commented that his Steering Committee is the most profitable, and asked whether that can be recognised in the budget awarded to it. This is not currently possible. The Annual Accounts will be signed and sent out in the May Mailing, then are formally approved by the Meeting of Participants in July, and signed by the President.

### **12.3 Participant Withdrawals 2017**

The Board accepted the Finance Committee recommendation that the list of non-paying Participants would be actioned: those that had not paid for two years would be dropped and more recent defaulters would be contacted with reminders by members of the Executive Board.

### **12.4 Business Case: Sustainable Financial Administration & Control**

The Board accepted the Finance Committee recommendation to approve the Executive Director's proposal for a new system of sustainable financial administration, adopting the recommended scenario to implement new standard software to improve existing work processes and extend the management reporting capacity. This will provide a single system for administration of Foundation and Project accounts which will minimise the scope for mistakes, and will reduce overall cost.

## **13. Executive Director's Report**

This Report was approved by the Board. The range of activity and networking described was commended.

## **14. LIBER Communications**

AV presented this report and pointed out that there has been a 10% increase in page views of the LIBER website in the past year, and that social media activity is increasing. The most downloaded document from the website has been Carol Tenopir's Research Data Services Survey. The Board commended the report. JM asked whether the Communications Officer receives any assistance from other Office staff. AV stated that she does not at present, though AP's appointment should help. AV stated that the Communications Officer, Friedel Grant, does an enormous amount of work, and KHP said that LIBER communications have improved immensely in recent years.

## **15. Executive Board Appointments**

### **15.1 Steering Committee/Working Group Appointments**

With the end of tenure of WW this summer, a new Chair is required for the Innovative Scholarly Communication Working Group. KHP proposed Giannis Tsakonas, who has the appropriate skills and experience, and whose location will be important for LIBER's aim to provide representation widely across Europe. The Board was happy to approve this appointment. The appointment of a Chair for the Linked Open Data Working Group will be discussed by KHP, JM and AV with WH soon. The appointment of Ben White (British Library) as interim Chair of the Copyright & Legal Matters Working Group was also approved.

### **15.2 Executive Board Appointments**

JM announced that the Board would have vacancies at the 2018 Meeting of Participants for President and Vice-President, plus one Board Member. JF has indicated her willingness to stand for President, and JR has stated his willingness to stand for Vice-President. These nominations will be made in the March Mailing, with nomination forms available on the website and extranet. The Board vacancy will also be announced in the March Mailing. The Special Adviser positions occupied by PA and JR will come to an end at the 2018 Meeting of Participants. JF proposed that KHP be appointed as a Special Adviser in order to continue to represent LIBER on OSPP. JM will ask members of the Executive Board for their views, since several Board members were not present.

AM advised that a former Board President may stand for another Board role for a single term if they wish.

## **16. LIBER Annual Conference**

### **16.1 Annual Conference Committee Report**

JF presented this report and informed the Board that the Committee is still looking for one keynote speaker. Registration has now opened, and paper reviewing will commence shortly. Four Strategy Update sessions are likely. The registration fees have been set by the local organisers, and are relatively high, but appropriate for France. A hotel has been provisionally booked for members of the Executive Board, and may be available at a discounted rate if sufficient members express interest. Those who are interested but have not yet replied should do so in the next few days.

### **16.2 Proposal: Annual Conference Printed Programme**

AV presented this proposal to the Board to consider whether we should continue to produce the Conference programme as a large-format printed book. It is expensive and time-consuming to produce, and the Conference website will from this year be part of the LIBER website, and so more easily and quickly updated. An alternative would be a low-cost foldable leaflet. GT suggested that an app could be used for the Programme instead. This is apparently the approach normally taken by the Events Team at Trinity College Dublin. MS stated that print-on-demand would not be a solution since the main part of the cost is in the creation of the PDF files. AM advised that the Board consult with LIBER libraries and with sponsors before departing from the established format. We should therefore retain the printed book for the 2018 Conference. AV will organise this consultation.

### **16.3 Future Annual Conferences**

JM presented the standing document on forthcoming Conference venues, and informed the Board of the approaches for Conference hosting beyond 2021: we have received enquiries from Serbia (Belgrade), Bulgaria (Varna/Sofia), Hungary (Budapest), Norway (Trondheim), Cyprus (Limassol) and the UK (Edinburgh). JM is seeking to establish commitments for the years 2022 and 2023 in the first instance. He has added a list of past conference venues, which can also be found in the Gold Book.

## **17. Committee Reports**

### **17.1 Steering Committee Chairs Meeting**

This group had not met as two Chairs were absent.

### **17.2 Appointments Committee Report**

JM provided a brief report on the Appointments Committee meeting, which had been held on Thursday 15 February.

## **18. Any Other Business**

There was no other business.

## 19. Dates of Future Meetings

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### **JULY 2018: LILLIAD LEARNING CENTRE INNOVATION, LILLE, FRANCE**

*DEADLINE FOR AGENDA ITEMS: MONDAY 4 JUNE 2018*

*DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): WEDNESDAY 13 JUNE 2018*

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Steering Committee Chairs	Monday	2 July 2018:	12:00-13:00
Appointments Committee	Monday	2 July 2018:	13:00-14:00
Finance Committee	Monday	2 July 2018:	14:00-15:30
Executive Board Discussion Slot	Monday	2 July 2018:	15:30-17:00
Executive Board First Meeting	Tuesday	3 July 2018:	09:00-12:30
Executive Board Second Meeting	Thursday	5 July 2018:	17:00-18:00

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### **18/19 OCTOBER 2018: NATIONAL LIBRARY OF TECHNOLOGY, PRAGUE, CZECH REPUBLIC.**

*DEADLINE FOR AGENDA ITEMS: MONDAY 24 SEPTEMBER 2018*

*DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): MONDAY 1 OCTOBER 2018*

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Finance Committee	Thursday	18 October 2018:	09.00-10.30
Executive Board Discussion Slot	Thursday	18 October 2018:	10.30-12.00
Executive Board Meeting	Thursday	18 October 2018:	12.00-16.00
Steering Committee Chairs	Thursday	18 October 2018:	16.00-17.00
Appointments Committee	Thursday	18 October 2018:	17.00-18.00
Executive Board Meeting	Friday	19 October 2018:	09.30-13.00

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John MacColl  
Secretary-General

7 March 2018

## **LIBER EXECUTIVE BOARD**

### **SUMMARY OF ACTIONS: MEETINGS ON 15-16 February 2018**

<b>para.</b>	<b>Action</b>	<b>responsible</b>	<b>status</b>
<b>EB Meetings, Feb 2017</b>			
18	The GO-FAIR initiative would be followed up at the July 2018 Executive Board Meeting	AV	In progress
<b>EB Meetings, July 2017</b>			
10.6	National Licensing to be discussed with the Open Access Working Group: progress report	MO	In progress
10.7	Discuss EU OA Publishing initiative: an RDA slot is to progressed after the summer.	KHP/MO	In progress
<b>Discussion Slot, February 2018</b>			
<b>1</b>	Report on Executive Board expertise skills audit.	JM	
<b>2.1</b>	Inform those Board members who had sent apologies of the IARLA membership discussion.	JM	

<b>2.2</b>	Inform the IARLA Steering Group of the IARLA Values Statement endorsement by the Executive Board.	KHP	
<b>3.1</b>	Invite the editors of the LIBER Quarterly to attend the July meeting of the Executive Board.	AV	
<b>4.a.1</b>	LIBER Open Science Roadmap: Produce a visual on the research process, illustrating the role of libraries; send a link to all Board Members and invite comments.	AV	
<b>EB Meeting, February 2018</b>			
<b>7.</b>	Note that a reminder to check the Board actions be sent to all members two weeks before each Board Meeting.	AP	
<b>8.1</b>	The EU Open Access Publishing Initiative: An expert meeting is to be convened first in Europe, then worldwide: suggested dates are September (Venice) and October (Netherlands).	KHP/WH/MO	
<b>9.1</b>	OSPP: Draft of the integrated recommendations to the Board for comment.	KHP	
<b>9.3</b>	SPARC call for Open Science skills: details to be sent to AV.	BD	
<b>9.3</b>	Publication Platform Project: liaise with Simone Sacchi.	AV	
<b>10.2.2</b>	Steering Committee Budget Paper corrections: annual budget may be used to assist in bringing non-LIBER speakers to events in exceptional circumstances. JM to change the document accordingly.	JM	
<b>10.2.2</b>	Guidelines for Steering Committees Chairs Document & Steering Committee Budget Papers to be placed in the Gold Book.	AP	
<b>10.3</b>	Candidate for Chair of the Working Group on Innovative Metrics to be suggested to WW.	BD	
<b>10.3.1</b>	Proposal for a Working Group on Citizen Science: Update Tiberius Ignat and WW of the Board's decision.	AV	
<b>10.4</b>	Contact all Steering Committee Chairs to discuss best practice for Steering Committee meetings.	AV	
<b>10.4.2</b>	More focused proposal for the Digital Skills Working Group (to be presented to the Board in October 2018).	MH	
<b>10.5</b>	Funding the refactoring work required for the Library Architecture Group's Database: proposal and workplan.	MS / WH / Sylvia van Peteghem	

<b>10.5</b>	WH to clarify where the Data Science Skills Workshop is to be held.	WH	
<b>10.5.2</b>	Proposal for the Linked Open Data Working Group, and its Chair.	WH	
<b>10.5.2</b>	Arrange call with WH about Forum of European Experts; the Research Data Alliance; the Linked Open Data Working Group, and its Chair.	JM	
<b>11.1.1</b>	Meet with staff members of OCLC to discuss possible research areas to present to the Board (with the possibility of some joint work on Linked Open Data).	JM	
<b>15.1</b>	Appointment of a Chair for the Linked Open Data Working Group.	KHP / JM / AV / WH	
<b>15.2</b>	Executive Board Appointments and Nominations: March Mailing with nomination forms to be made available on the website and on the extranet.	AV	
<b>16.2</b>	Consult with LIBER libraries and sponsors before departing from the Annual Conference Printed Programme.	AV	

March 2018

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Stichting LIBER Koninklijke Bibliotheek, P.O. Box 90407, 2509 LK The Hague, The Netherlands. Chamber of Commerce: 27334736