



EB0119

Minutes of the Executive Board Meetings held in the Faculty of Philology - Hall for Meetings Room, University of Belgrade and in the Svetozar Marković University Library – 1st Floor Hall, on Thursday 14th and Friday 15th February 2019.

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

Apologies: Prof Dr Wolfram Horstmann, Dr Matthijs van Otegem.

Thursday 14th February

Executive Board Discussion Slot

1. European Open Science Cloud (EOSC)

JF noted that LIBER had applied to join the governance of EOSC a few months back in the person of the LIBER President, but unfortunately was not chosen to join the Board. She stressed the importance of LIBER's involvement in EOSC as it was considered central to our activities, and AV mentioned that there had been several funding calls from the European Commission in relation to EOSC, and we had participated in a few of them. She mentioned that LIBER's participation in the Social Sciences & Humanities Open Cloud (SSHOC) had justified our application for a governance role with EOSC. There would be ten Working Groups to define the main activities of EOSC. JF and AV mapped some activities that LIBER could be involved in and presented them to the Board for discussion. KHP mentioned EOSC's requirement for political balance, and advised the Board to seek influential partners in order to strengthen LIBER's participation within EOSC. The LIBER Office would follow-up on the Stakeholder Forum and research ways to connect the LIBER community to the EOSC Working Groups.

2. LIBER Libraries: Participation Trends and Recommendations

AM presented a report which explored the representation of research libraries located in regions of the LIBER network divided into four territories: Mediterranean Europe, Northern Europe, Western Europe and Central and Eastern Europe (CEE). The analysis was confined to institutional libraries. Three points in time were selected as decisive for the analysis in this report - 1996, 2009 and 2018. The main finding was that whereas in the first three territories, overall representation had increased over the past 23 years, there had been a decline in participation from CEE since 1996, and an even more significant decline since 2009. The overall message was that this is a part of Europe where LIBER has fewer Participants than it should have. Northern and Western Europe makes up about 70% of LIBER's total Participants. Two interim recommendations were made. First, LIBER should try to reach librarians working in the region, involving where applicable members of the Executive Board





who are familiar with this part of Europe. Second, it would be important to seize the opportunity during LIBER 2020 in Belgrade to try and reach this part of the community, providing more opportunity for involvement, and making particular use of the Annual Conference Fund. The Board supported these, and considered that LIBER 2020 in Belgrade could represent a decisive strategic moment for LIBER in raising engagement with the CEE region. There was discussion of several ways through which this could be accomplished: developing a project to explore funding opportunities; sponsorship supporting research libraries located in the region; organisation of LIBER workshops in the region; and meeting with local library associations during the conference.

The LIBER Office will work with AM and other Board colleagues as appropriate to seek to identify the reasons for the relatively poor representation in the CEE countries, and will bring findings to the June Executive Board meeting.

In response to the recommendation “to permit a proportion of the Annual Conference Fund 2020 awards to be made eligible to libraries in those countries with no/low representation to enable young professional librarians to travel to Belgrade” the LIBER Office would liaise with the Executive Board and a final decision would be made during the June Meeting in Dublin.

AM was thanked for her well-researched and thorough report.

3. Plan S

AV presented to the Board a report summarizing all LIBER statements regarding Plan S. Several members of the Board shared national experiences regarding the implementation of Plan S in their countries. The Board decided to wait for Coalition S which would incorporate the feedback given in the implementation guidelines and publish these in the spring in order to make a decision on further steps. LIBER would wait for this reaction and then revisit the possibility of participating in a joint statement with IARLA.

EXECUTIVE BOARD MEETING

4. Apologies

Prof Dr Wolfram Horstmann, Dr Matthijs van Otegem.

5. Minutes of the Meetings: Prague, October 2018

The minutes were approved by the Executive Board.

6. Matters Arising

6.1 Action Summary: Prague, October 2018 (attached to Minutes)

STRATEGIC DIRECTIONS

7. Sustainable Organisation Task Force Proposal

After the Executive Board Meeting in October 2018, the Task Force had been working on a proposal to the Board to secure the future of LIBER as a sustainable organisation. Although



this proposal had been presented to the Finance Committee, it had decided not to present any recommendation to the Board because it was agreed that this proposal affected the core of LIBER as a Foundation and thus the entire Board ought to consider it and decide on the direction and scope of LIBER services and core business. AS presented the proposal to the Board on behalf of the Task Force. She noted that a) LIBER's fixed costs have been reliant on (unstable) project income in the past few years and b) the outcome of the November survey required that LIBER consider a variety of new services which could be delivered only by raising the Annual Contribution Fee significantly for its Institutional Participants (which is the largest income source for the Foundation). JR and AV also indicated that because LIBER's expenditure had been exceeding its income for the past few years, it was now timely to revisit the annual contributions so that LIBER could have a secure future as an organisation. A scenario was presented in which the countries in which LIBER Participants are based were divided into three groupings on the basis of GDP per capita values, with different levels of increased contribution for each category, the largest rise being for those countries with the highest GDP per capita.

In its report, the Task Force also explored LIBER's participation in projects and recommended to the Board that LIBER's primary role in projects should be as a co-ordinator, with LIBER Participants undertaking the professional work (scenario 2, p.8 in the Proposal). JF encouraged all members of the Board to express their views as these were crucial decisions for the future of LIBER.

GT raised a concern that countries like Greece could face difficulty in meeting the increased fees and that this change might seem to make LIBER a less inclusive organisation. A variety of alternative approaches was discussed, among which was one where the contribution fee would be based on the size of the institution, but it was emphasised that the revised model must not be too complicated.

The discussion took place over two meeting sessions, allowing the Task Force to work on a new version of the proposal to present at the later session which took account of various suggestions. Subject to the agreement of the two absent members of the Board (WH and MvO, whose views would now be sought), it was agreed that the proposal on varied fee levels within a three-band model, together with recommendations on a change to LIBER participation in projects, would be recommended to the Meeting of Participants as a package of measures to ensure the sustainability of the Foundation. The Task Force would now work with LIBER's Senior Communications Advisor over the timely and accurate dissemination of information to LIBER Participants in advance of the Meeting of Participants.

8. EU Activities

8.1 Open Science Policy Platform (OSPP)

KHP gave a presentation on the OSPP 2nd mandate meeting highlights. She stressed that it was important for LIBER to align its actions with OSPP on the FAIR (Findable, Accessible, Interoperable, Reusable) Principles for data. The OSPP stakeholder categories that had



been mentioned during the meeting did not align with the stakeholder groups mentioned in the High-Level Expert Group reports. KHP noted the importance of documenting Practical Commitments for Implementation (PCIs) and identifying the activities libraries could participate in, so that they would stand as an important stakeholder group.

The LIBER RDM Working Group would go through the OSPP report and identify all practical implications.

It was agreed that LIBER would participate in an OSPP expert meeting which would be held either in Porto (at an Open Science FAIR event) or in Finland (at a Research Data Alliance meeting during the EU Presidency).

8.2 Europeana Report

JR presented a report on Europeana, on whose Board he now represents LIBER. He highlighted the change in the funding of Europeana from grants to procurement which was significant. He noted that an update on the Europeana Board would follow in June.

8.3 EU Projects Report

AV presented the EU Projects Report to the Board. Following the discussions during the Executive Board Meeting in October 2018, Ms Vasso Kalaitzi had been recruited to the post of new LIBER Head of International Projects, and Mr Valentino Cavalli had left the Foundation in December 2018. A new Projects Officer had been hired, Ms Martina Torma, in order to support the Office in the communications and engagement activities of the projects. During the course of 2019 three projects would come to an end - EOSCpilot, FOSTER+ and AARC. The SSHOC project had started in January 2019, with the official kick-off event taking place April 2019 in Utrecht. AV briefly mentioned the current proposals for other projects in which LIBER was engaged.

9. Steering Committees (including Working Groups)

9.1 Digital Skills & Services: Steering Committee Report

BD presented the report to the Executive Board. He highlighted the Digital Humanities Working Group survey which was currently circulating and would be running until April 2019.

9.2 Innovative Scholarly Communication: Steering Committee Report

GT presented the report to the Executive Board. He stressed the interest in launching a fourth Working Group which would focus on Citizen Science.

9.3 Research Infrastructure: Steering Committee Report

AV briefly presented the report provided by WH. MS would liaise with WH and Sylvia van Peteghem to provide a revised proposal for the Architecture Working Group Database.

10. LIBER Partnerships

10.1 SPARC: Redraft Memorandum of Understanding



AV had participated in two meetings with the Executive Director of SPARC Europe, Vanessa Proudman. They had gone over the division of work areas between LIBER and SPARC Europe. The redrafting of the MoU was still pending since the overview of all LIBER MoU's had to be compiled first of all.

10.2 Draft Proposal for LIBER MoU's after contacting current partners

JR advised the Board that this was still work in progress. Some preliminary discussions had already taken place and a paper would be presented by JR and JM during the June Executive Board Meeting.

INTERNAL BUSINESS PROCESSES

11. Report of the Finance Committee

11.1.1 2018 Profit & Loss

AS presented the 2018 Profit & Loss Report to the Executive Board. She noted that the loss was less significant than originally predicted.

11.1.2 Annual Accounts 2018

AS presented the draft Annual Accounts report to the Executive Board. AV and AS would go through the report in detail and when the document was finalised it would be sent to the Executive Board for approval via e-mail.

11.2 2019 Budget

AS presented the Budget document to the Executive Board and reported that there had been no further changes. The Budget for 2019 had already been approved via e-mail by the Executive Board.

11.3 LIBER Participants Overview 2018

AS presented the Participants Overview to the Executive Board and advised that at this time there was no need for Board members to contact any libraries over outstanding Fee payments.

11.4 Finance Committee Recommendations

The following item was approved by the Board:

- The 2018 Profit & Loss Report.

12. Executive Board Nominations Update

JM informed the Executive Board that at this point there were three vacancies for Executive Board members. These were due to Martin Hallik's resignation in August 2018, Andris Vilks' term of office coming to an end in June 2019, and Matthijs van Otegem stepping down in June 2019. He noted that so far he had received one official nomination, from András Holl, Hungarian Academy of Sciences, and two expressions of interest that had not yet resulted in nominations. Several Board members expressed the need to encourage nominations from



countries where LIBER is under-represented. JR would contact the Library Director of the Università Cattolica del Sacro Cuore (Italy). APO would reach out to colleagues from Portugal to encourage nominations. Andris Vilks would also contact an Estonian colleague to encourage participation from the Baltic countries. In the June Executive Board meeting, the Board would decide whether to recommend the reappointment of JM as Secretary-General. If reappointment were recommended, this would then be put to the Meeting of Participants. BD and APO had agreed to stand for reappointment to the Board for a second two-year term, and these reappointments would be recommended to the Meeting of Participants in June.

13. Overview of LIBER institutions involved in European Projects

AV presented for the Board's information the list of 50 LIBER participants that have participated in European projects during the last few years.

14. Executive Director's Report

AV went over the report mentioning the main points. Ms Martina Torma had joined the LIBER Office in February 2019 as Communication & Community Engagement Officer to work on the new SSHOC project, which had been launched in January. She noted that along with our Conference Organiser, Margo de Groot, they were currently examining the LIBER Sponsorship strategy and would come up with a proposal to present to the Board during the June meeting.

15. Updating the LIBER Gold Book

AV mentioned to the Board that there was a need for the Gold Book, available in the LIBER Extranet, to be updated on a regular basis so that it included accurate and up-to-date information. She informed the Board that the updating process was currently in progress.

16. LIBER Communications

16.1 2018 Highlights and 2019 Planning

AV presented to the Board the Communications report produced by Senior Communications Advisor Friedel Grant. The Executive Board noted the exceptional work.

16.2 2018 Survey - Final Report

AV presented the final report of the 2018 Participant survey produced by Friedel Grant. She stressed the recommendations mentioned in the report to the Executive Board. JR mentioned that the recommendations drew upon the survey for suggestions of new LIBER services that would be appreciated by LIBER Participants. It had been suggested that a membership guide to be given out to all new Participants. Participants will also be sent the results of the Survey.

17. Important Events for LIBER

This list was noted, and its usefulness to the Board emphasised.



18. LIBER Annual Conferences

18.1 Annual Conference Committee Report

JR presented the report to the Executive Board. We had received 179 submissions for this year's Conference - an unprecedented figure which demonstrated the popularity it now enjoys internationally in the profession. He informed the Board that Richard Ovenden, Bodleian Libraries, University of Oxford, had accepted the invitation to be a keynote speaker for LIBER 2019. He also noted that after the peer-review process, a small task force from the Conference Programme Committee would review the accepted submissions in order to ensure an inclusive and compelling programme.

The Executive Board approved the Annual Conference Committee Report.

18.2 Future Annual Conferences

JM briefly presented the list of venues for the conferences already confirmed and those pending confirmation of venues.

18.3 Conference Manual

18.3.1 Memo Revised Conference Manual

AV explained the steps taken in order to create a more efficient and clear Conference Manual and the proposal to integrate the pre-conference workshops into the Manual. She stressed the necessity of creating a new financial model for the more efficient management of the finances, and for the co-operation required between LIBER and the Annual Conference Host.

18.3.2 New Conference Manual Proposal

AV presented the New Conference Manual, which had already been approved by the Executive Board via e-mail. She noted that it was important for the Manual to maintain a flexible format so that it would be easily updated in the future. AM highlighted the importance of sending the Manual in advance to the future conference hosts so that they would have sufficient time to study it and comprehend all aspects of the conference's organisation.

18.3.3 Proposal Integrating Workshops into the Conference Programme

AV mentioned that the aim of this proposal was to make the pre-conference workshops a more integral part of the conference and also to make the conference a more interactive experience for delegates. It was proposed that the workshops be integrated with and spread through the full conference, rather than be confined to Wednesday morning.

The Executive Board approved the proposal.

18.4 New Financial Model Annual Conference Proposal

AV explained the previous Financial Model to the Executive Board, and what it meant both for LIBER and for the Annual Conference Host. The goal in redrafting the model was to make sure that the costs involved for both parties were more transparent, and therefore a new



method to calculate the actual registration fee for the conference each year would ensure that all costs falling both on LIBER and the Annual Conference Host would be covered. The new financial model provided an overview of income and expenditure with greater accuracy. The current goal was for the new financial model to come into effect for the Annual Conference in 2021.

The Executive Board approved the proposal.

19. Committee Reports

19.1 Steering Committee Chairs Meeting

JF noted that the Steering Committees were very important because they provided the connection between the LIBER Working Groups and the Executive Board, and she stressed that there was still room for improvement in that regard.

A new chair for the Open Access Working Group is needed as Matthijs van Otegem would be stepping down in June 2019.

AS also informed the Executive Board that the budget allocated to the Steering Committees was rarely fully used. If that situation persisted then the Executive Board would revisit the amount allocated to each Steering Committee.

20. Any other business

On behalf of the Board, AS extended her gratitude to AV and the staff of the LIBER Office for all the work they do for the Foundation, while at the same time being willing and active in implementing innovations and improvements. AV would pass these thanks on to the colleagues in the Office.

21. Dates of future meetings

JUNE 2019: TRINITY COLLEGE DUBLIN, DUBLIN, IRELAND

DEADLINE FOR AGENDA ITEMS: 27TH MAY 2019

DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): WEDNESDAY 5TH JUNE 2019

Steering Committee Chairs	Monday	24 June 2019:	12:00-13:00
Appointments Committee	Monday	24 June 2019:	13:00-14:00
Finance Committee	Monday	24 June 2019:	14:00-15:30
Executive Board Discussion Slot	Monday	24 June 2019:	15:30-17:00
Executive Board First Meeting	Tuesday	25 June 2019:	09:00-12:30
Executive Board Second Meeting	Thursday	27 June 2019:	17:00-18:00



OCTOBER 2019: CSIC LIBRARIES AND ARCHIVES NETWORK, MADRID, SPAIN

DEADLINE FOR AGENDA ITEMS: 12TH SEPTEMBER 2019

DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): MONDAY 19TH SEPTEMBER 2019

Finance Committee	Thursday	3 October 2019:	09:00 – 10:30
Executive Board Discussion Slot	Thursday	3 October 2019:	10:30 – 12:30
Executive Board Meeting	Thursday	3 October 2019:	13:00 – 16:00
Appointments Committee	Thursday	3 October 2019:	16:00 – 17:00
Steering Committee Chairs	Thursday	3 October 2019:	17:00 – 18:00
Executive Board Meeting	Friday	4 October 2019:	09:00 – 12:30

LIBER EXECUTIVE BOARD

SUMMARY OF ACTIONS

Para.	Action	Responsible	Status
Discussion Slot, Dublin 2019			
1	LIBER Quarterly: Interim Proposal.	JM/AV	
2	Open Access deposit of papers and presentations by Executive Board members.	JM	
EB Meetings, Oct 2018			
11.1	SPARC: Redraft Memorandum of Understanding.	JR/AV	In progress
11.2	Draft Proposal for LIBER MoU's after contacting current partners.	JR/JM	In Progress
EB Meetings, Feb 2019			
1.	LIBER Office to connect the LIBER community to the EOSC Working Groups.	AV	
2.	LIBER Office to work with AM and other Board colleagues as appropriate to seek to identify reasons for the poor representation in CEE countries, and bring findings to the June Executive Board meeting.	AM/AV	
2.	LIBER Office to liaise with the Executive Board over the proposal to ring-fence a proportion of the Annual Conference Fund for 2020 to countries with no or low representation, to enable attendance at the conference in Belgrade. Final decision to be made during the June Meeting in Dublin.	AV/JR	
7.	Inform WH and MVO about the decisions of the EB regarding the Sustainable LIBER Organisation work.	AS	



8.1	RDM WG to go through the practical implications of the OSPP report.	AV (to inform WH & the WG)	
8.1	LIBER Office and KHP to decide on the venue of the next OSPP expert meeting (Porto or Finland).	AV/KH	
9.3	MS to liaise with Sylvia van Peteghem regarding the Architecture WG Proposal.	MS	
11.1.2	Finalisation of the 2018 Annual Accounts Report.	AV/AS	
12.	JR to contact the library director of the Università Cattolica del Sacro Cuore.	JR	
12.	APO to contact colleagues from Portugal to encourage EB nominations.	APO	
12.	Andris Vilks to contact an Estonian colleague, and encourage them to apply to join the EB.	Andris Vilks	
16.2	Create a welcome package for new Participants.	AV	
16.2	Circulation of the 2018 Survey Results	AV	

March 2019