



## **EB0120**

**Minutes of the Executive Board Meetings held in BCU Lausanne, University of Lausanne, Site Unithèque, room 511, quartier centre, 1015 Lausanne, Switzerland, on Thursday 13<sup>th</sup> February 2020 and Friday 14<sup>th</sup> February 2020.**

**Present:** Ms Jeannette Frey (President), Mr Julien Roche (Vice-President), Mr John MacColl (Secretary-General), Drs Anja Smit (Treasurer), Drs Astrid Verheusen (Executive Director), Ms Athina Papadopoulou (Executive Assistant), Dr Giannis Tsakonas, Dr Hilde van Wijngaarden (via video), Prof Lars Burman, Ms Agnès Ponsati Obiols, Mr Martin Svoboda, Dr Birgit Schmidt, Dr Heli Kautonen.

**Apologies:** Dr Andreas Brandtner, Ms Kristiina Hormia-Poutanen.

### **Thursday 13<sup>th</sup> February 2020**

#### **Executive Board Discussion Slot**

##### **1. Secondary Publishing Right**

Giannis Tsakonas presented a proposal from the Copyright & Legal Matters and Open Access Working Groups for a model law which would require European countries, in which published articles have been funded from the public purse, to make them automatically available on Open Access after a defined period of time. There were currently six EU countries with national laws that already endorse the approach outlined in the document. Agnès Ponsati Obiols declared that Spain should be taken off this country list as there were no national laws in place as yet and Giannis Tsakonas agreed to research further on the matter and verify this information. Several members of the Board agreed that LIBER should support the initiative to enable and initiate the conversation and negotiations within the research community. Lars Burman mentioned that LIBER should monitor the countries where these laws were already in place to position LIBER in the frontline of decision-making. The Board expressed the concern that there were several institutions and organisations already having applied policies but they were not enforced by national law as there was a lot of diversity within Europe regarding the needs for national laws and policies. Anja Smit clarified that while these differences can be observed in Northern and Southern European countries it would still be beneficial for LIBER to make a statement. Giannis Tsakonas would work closely with the two Working Groups and come up with a Roadmap to determine the necessary next steps and to ease the process of practically implementing the recommendations. The Roadmap would be presented at the Executive Board June meetings and LIBER would contact cOAlition S once the Roadmap was published.

##### **2. EOSC (European Open Science Cloud)**

Astrid Verheusen presented a report on LIBER's involvement with EOSC to date, and noted the continuous relationship of LIBER and EOSC for the past several years and the recent involvement of LIBER in EOSC via participation in the SSHOC (Social Sciences & Humanities Open Cloud) project. Astrid Verheusen, Julien Roche and Jeannette Frey had represented LIBER in visits to the European Commission in Brussels and Luxembourg. During the meetings, LIBER's potential contribution to the EOSC was considered and LIBER was invited to make a proposal on its strategic positioning within EOSC. It was felt that research libraries needed to be part of the implementation of EOSC services not only as final recipients of the



services, but also as active partners that helped to form and shape them. Several members of the Board expressed frustration that their libraries had been unable to be involved with EOSC so far, and that any contact was mere information exchange and not more meaningful collaboration. Executive Board members expressed the need for libraries to be actively involved in EOSC, and a LIBER position paper would move the relationship forward into a properly active engagement. Jeannette Frey, Julien Roche and Astrid Verheusen would draft an Action Plan to be presented to the Executive Board before circulating it also to the Directorate-Generals. Birgit Schmidt would feed in the views of the Research Data Management Working Group.

## EXECUTIVE BOARD MEETING STRATEGIC DIRECTIONS

### 3. Apologies

Dr Andreas Brandtner, Ms Kristiina Hormia-Poutanen.

### 4. Minutes of the Meetings: Madrid, October 2019

The following corrections were approved:

Page 4: Paragraph 7.4.1: Spelling mistake correction, Vanessa Healey.

Page 5: With regard to paragraph 8.2 the following information was added “Related to the SC Digital Skills & Services work plan the EB discussed that the TDM WG was not taken forward yet, and asked Birgit Schmidt if she could address this task in the SC Research Infrastructure. A draft approach will be presented at the next EB meeting.”

### 5. Matters Arising

8.2 LIBER Training Programme Roadmap Proposal to be presented in the June 2020 Meetings.

### 6. EU Activities

#### 6.1 Open Science Policy Platform

Jeannette Frey briefly summarised the ongoing activities within the OSPP. It was noted that Kristiina Hormia Poutanen would prepare the final report to be presented to the stakeholders with the support of the LIBER Office.

#### 6.2 Europeana Report

Julien Roche presented the pre-circulated Europeana report to the Executive Board. The Recommendations and Directions of the Foundation were aligned and a finalised proposal would become available at the next meeting in March.

#### 6.3 International Projects Report

Astrid Verheusen presented the pre-circulated International Projects Report and reported on the most recent project kick-off meeting, reCreatingEurope, that took place on January 20<sup>th</sup> and 21<sup>st</sup>. She stressed that Vasso Kalaitzi, Head of International Projects, had been very active in involving LIBER Participants in new project proposals which was highly appreciated by the LIBER community. The Open Research Europe (ORE) platform proposal, submitted in September 2019, had been accepted for funding by the European Commission. Due to a takeover of the project coordinator F1000 by Taylor & Francis, a formal response was



expected by the European Commission, including the start date of the project. Several members of the Board expressed their concerns regarding the takeover of F1000 by Taylor & Francis but there was agreement that LIBER should continue to participate in the project. Astrid Verheusen would circulate an e-mail expressing the concerns voiced during the Executive Board meetings, and the alignment of the LIBER Principles and the ORE project would be investigated.

#### 6.4 SCOSS Progress Report

Giannis Tsakonas presented the pre-circulated SCOSS Progress report to the Executive Board. Since October 2019 there had been two additional meetings discussing the progress of the first phase, and Paul Johnson had been appointed as the LIBER representative on the SCOSS Advisory Board. The launch of the second phase had been initiated in December 2019. He noted that the call for the third phase had also been recently launched, calling for cases requesting funding.

#### 6.5 SPARC Europe

Agnès Ponsati Obiols reported to the Executive Board on her participation in the SPARC Europe Board as the LIBER representative. The next meeting had been planned in France in the coming weeks. Astrid Verheusen would contact Vanessa Proudman and discuss the ongoing collaboration of SPARC Europe and LIBER, and the recently circulated EOSC position paper.

### 7. Steering Committees (including Working Groups)

#### 7.1 Digital Skills & Services

Bertil Dorch presented the pre-circulated report to the Executive Board. He mentioned that a plan had been devised for the LIBER Journées, and several webinars had been scheduled in collaboration with the LIBER Office. The Digital Skills & Services Working Group would complete its term in June 2020 and would be interested in presenting its final report during the LIBER 2020 Conference in Belgrade. The Executive Board approved the report.

##### 7.1.1 LIBER Journées update

A detailed plan was already in place and Bertil Dorch requested that any feedback for the plan should be sent directly to Andreas Brandtner.

#### 7.2 Innovative Scholarly Communication

Giannis Tsakonas presented the pre-circulated report to the Executive Board. He mentioned that the Committee and the Working Groups had been very active for the past several months. The Metrics Working Group and the Citizen Science Working Group had submitted workshop proposals to be organized during LIBER 2020. Birgit Schmidt inquired about the Pricing Transparency Framework and stressed that the OA Working Group should have the opportunity for a full overview of the Framework. Birgit Schmidt would contact the OA Working Group to provide input on initiatives that seem relevant. The Executive Board approved the report.

#### 7.3 Research Infrastructure

Birgit Schmidt presented the pre-circulated report to the Executive Board. The Research Data Management Working Group had set up a new working plan and they had stressed the importance of commitment for Working Group members. The Linked Open Data Working Group finalised their report on *Linked Open Data: Impressions & Challenges Among Europe's Research Libraries* based on their pre-circulated survey results. The newly established Federated Identity Management for Libraries (FIM4L) Working Group had



submitted a contribution to the LIBER 2020 Call for Papers. The Architecture Working Group had organised the LAG 2020 Seminar taking place April 1<sup>st</sup>-3<sup>rd</sup> in Luxembourg.

#### 7.4 Working Group on Libraries for Teaching and Learning

Hilde van Wijngaarden presented her proposal for a new Working Group focusing on educational support in libraries to the Executive Board. A discussion within the Board followed, and the workshop proposal was approved in its initial stages. Hilde van Wijngaarden would send the proposal to the LIBER Office in order to organise a workshop for LIBER 2020 delegates.

#### 7.5 LIBER Applying Data Science in Libraries Working Group – Draft Proposal

Birgit Schmidt presented the proposal for a new Working Group on Data Science to the Executive Board. The Executive Board discussed the best approach to establishing the Working Group with regard to naming and its relation to the pre-existing Research Data Management and Linked Open Data Working Groups. It was decided that its name should simply be the Data Science Working Group. The proposal was approved, but there needed to be an evaluation of the current timeline of all of the Working Groups under all Steering Committees in order to ensure that the workload could be managed both by the Steering Committee and the LIBER Office.

### 8. LIBER Partnerships

#### 8.1 Sponsor Guidelines

Astrid Verheusen presented the proposed guidelines to the Executive Board. She highlighted the fact that this was not a proposed strategy but rather the foundation of what could develop into the LIBER Sponsorship Strategy. The idea behind the guidelines was that LIBER would test them in possible future collaborations with potential sponsors and document the progress.

#### 8.2 LIBER MoU Proposal

John MacColl presented the finalised MoU Proposal to the Executive Board. The current MoUs were evaluated in terms of impact for LIBER and several potential partnerships were identified. Astrid Verheusen reported that despite the fact that some MoUs were listed as low impact no current MoU should be allowed to lapse before a discussion between LIBER and the rest of the organisations takes place in order to discuss the current state of affairs and the possibility of future collaborations.

A discussion within the Executive Board followed regarding approaching high-level associations in the European landscape and focusing on professional national networks within Europe. It was noted that it was important for LIBER to strengthen the connections with national associations and networks as well as with high-level associations like LERU, EUA and The Guild. Jeannette Frey claimed that these potential collaborations should not be established under the umbrella of an MoU or MoA but rather within a new framework of collaboration that would have to be established.

It was pointed out that while it would be beneficial for LIBER to contact high-level university and research associations, it would also be important to note that not all LIBER Participants were from an academic library. Heli Kautonen would provide input regarding potential partnerships with high-level associations from the national and special library perspective. The Executive Board requested that the proposal be reworked for the June Executive Board, with more thought given to partnerships with national associations.



## INTERNAL BUSINESS PROCESSES

### 9. Report of the Finance Committee

Anja Smit presented the report of the Finance Committee to the Executive Board.

#### 9.1.1 2019 Profit & Loss

Anja Smit presented the final version of the 2019 Profit & Loss report to the Executive Board. She reported that LIBER had experienced an €8,000 profit resulting from project funding for the allocation of overhead costs. It was suggested that as LIBER would have to migrate from the current IT environment due to loss of support from the National Library of the Netherlands, this profit margin would be best allocated to investing in a new IT infrastructure for the LIBER Office. The Executive Board agreed that the sum be included as an IT investment item in the 2020 budget.

#### 9.1.2 Annual Accounts 2019

Anja Smit presented the draft Annual Accounts 2019 to the Executive Board.

#### 9.2 2020 Budget

The 2020 Budget had already been approved during the October 2019 Executive Board meeting, but an updated version including the calculated costs for the Architecture Database was presented to the Executive Board for information.

#### 9.3 LIBER Participants Overview 2019

Anja Smit presented the LIBER Participants Overview for 2019 to the Executive Board.

#### 9.4 Finance Committee Recommendations

The following items were all approved by the Executive Board:

- 2019 Profit & Loss Report
- Annual Accounts 2019

### 10. LIBER Quarterly

John MacColl presented the report *LIBER Quarterly: Proposal for Future Direction* to the Executive Board. This presented the results of a meeting which had taken place to discuss the future of the LIBER Quarterly in Leuven, December 20<sup>th</sup> 2019. The meeting had been attended by John MacColl, Anja Smit, Astrid Verheusen, Friedel Grant, Raf Dekeyser and Mel Collier. The group had discussed the current situation and options for the future, and decided that there remained a need for a new working group that would focus on LIBER Quarterly, and that there was a pressing need to identify and appoint a new Managing Editor. The Executive Board proposed that the membership of the new working group would be John MacColl, Raf Dekeyser, Friedel Grant, Heli Kautonen and Wilhelm Widmark. It was also recommended that a survey would be prepared and circulated to all LIBER Participants in order to determine the current appreciation of and possible future steps for LIBER Quarterly. The Executive Board agreed that it was important for LIBER to ensure the continuation and sustainability of LIBER Quarterly. The Executive Board agreed to approach Wilhelm Widmark to join the LIBER Quarterly working group and also to publish an open call to the LIBER community to recruit new Editorial Board members and a Managing Editor (or joint Editors).



## 11. Executive Board Nominations Update

John MacColl presented the current Executive Board membership profile. He stated that two current members, Giannis Tsakonas and Lars Burman, were due to be reappointed during the June 2020 Meeting. The tenures of two other Board members, Anja Smit and Martin Svoboda, would come to an end, and therefore two new positions on the Board would be advertised via the LIBER Quarterly Mailings. Since Anja Smit also served as the LIBER Treasurer, it was recommended that a fellow Board Member would be appointed as Treasurer and it was reported that Anja Smit had been nominated by the President as an Advisor to the Executive Board on financial matters. She would serve for a further two years, and continue to be a member of the Finance Committee and to oversee the transition to a new Treasurer. It was agreed that Executive Board members would express interest in the Treasurer position by contacting John MacColl.

## 12. Rules & Regulations: Update

John MacColl updated the Executive Board on the issue that had been initiated during the October 2019 meeting in relation to the need to update the Rules and Regulations of LIBER to reflect changes in the LIBER environment. He explained that with a steady rise in Participants over several years there had also been a surge of interest in joining the LIBER Executive Board, and that had led to a need to clarify the Articles referring to Executive Board appointments, where there was at present some ambiguity – particularly in relation to the number of terms it was possible to serve in the case of members who choose to stand for President. Another factor was the growth and recently achieved stability of the LIBER Office and its staffing in support of both the Executive Director and the Secretary-General. The Board agreed that while stability and continuity within the Board were necessary, and Board experience was important for the Vice President and President, it was also vital to ensure the representation and diversity of the LIBER network. It was proposed that consideration be given to the first term being three years. John MacColl would prepare a report to be presented during the June 2020 Meetings.

## 13. Executive Director's Report

Astrid Verheusen presented her report to the Executive Board. She reported that the two recent vacancies had been filled, that of Training Coordinator and Partnership & Events Manager.

She noted that recent changes in Dutch law favoured the adoption of permanent staff contracts as opposed to temporary. The new law would mean that temporary contracts would become more expensive, and this could affect LIBER as an employer.

She mentioned that the LIBER Office would soon migrate to a new IT environment and preparations to ensure the smooth transition were already in place. LIBER had also recently been notified by the hosting institution (the National Library of the Netherlands) that there would be changes to the accommodation hosting costs for LIBER for 2020 onwards. Astrid Verheusen would remain in contact with the responsible party to determine what would be the implications of a rise in accommodation costs.

Regarding the midterm event, Astrid Verheusen would set up a Taskforce to plan the Mid-Term event to take place at the end of the year in the Vrije Universiteit Amsterdam.

## 14. LIBER Communications

### 14.1 2019 Review & Look Ahead



Astrid Verheusen presented the Communications report prepared by Senior Communications Advisor Friedel Grant. The Executive Board complimented the excellent work on communications which had been done in 2019.

#### 14.2 LIBER Network Guide

Astrid Verheusen presented the LIBER Network Guide which had been prepared to be circulated to new and current LIBER Participants. A discussion followed regarding the LIBER current communication channels and it was agreed that further research was necessary to ensure that LIBER's communication channels are reaching all Participants.

#### 14.3 Website Quote Comparison

Astrid Verheusen presented the updated results of the call for quotes regarding the LIBER website redesign. She noted that the offer that was advised was still within the initial budget approved for this project. The Executive Board approved the proposal. Jeannette Frey mentioned that the Bibliothèque cantonale et universitaire Lausanne had recently finalised its website redesign and could offer some input to Friedel Grant.

### 15. Important Events for LIBER

Jeannette Frey requested that all Executive Board members notify the Office of their participation in important events where they represent LIBER. In cases where their own participation may not be possible, Board members should share information on any events where it may be considered important for LIBER to be represented.

### 16. LIBER Annual Conferences

#### 16.1 Annual Conference Committee Report

Julien Roche presented the report of the Conference Programme Committee as it prepares for LIBER 2020. The most important update highlighted was the need for a venue change, due to a problem with the original venue choice in Belgrade. A hotel was now proposed, rather than the University of Belgrade buildings. Several Board members expressed their concerns regarding the change of venue and the support available to the local host. It was agreed that a visit to the proposed new conference venue should be arranged as soon as possible. The visit would be made by Astrid Verheusen, Julien Roche and Giannis Tsakonas.

#### 16.2 Future Annual Conferences

John MacColl presented the paper on future LIBER Annual Conferences. The 2022 Conference had been confirmed to be held in Ghent, Belgium. John MacColl would contact the new Library Director to ensure that they were committed to hosting in 2022, since Sylvia van Peteghem would by then have retired. The Executive Board agreed that a guide for hosting a LIBER Mid-Term event would be drafted after hosting the first one in VU Amsterdam, and that potential hosts for future Mid-Term events would be contacted once the guide was ready.

#### 16.3 Conference Manual: Financial Model Update

Astrid Verheusen presented the approved financial model for hosting the LIBER Annual Conference. The model had been tested with various scenarios and it was established that it was working properly.

#### 16.4 Revision: Annual Conference Fund Vademecum

A final proposal would be presented in the June 2020 Meetings.

### 17. Committee Reports



#### 17.1 Steering Committee Chairs Meeting

Jeannette Frey reported the results of the Steering Committee Chairs meeting. The Committee has discussed the current timeline of the strategic action plan. The Innovative Metrics Working Group would be wound up at the end of 2020. The Board agreed that Working Groups should submit a final report to the Board when they complete their work, and this would be published on the LIBER website. No significant issues regarding the budget of the Steering Committees and Working Groups were reported. Giannis Tsakonas would prepare a proposal for a new Working Group focusing on Innovative Peer Review, to be presented to the Board in June 2020. It was agreed that Working Groups could have Chairs and Co-Chairs as prescribed by the Rules and Regulations, but not over-complicated titles for the rest of the Working Group members. A demand for special expertise not usually found within the library setting was brought forward by the Copyright Working Group and it was agreed that in those cases the expertise of external partners could be sought.

#### 18. Virtual Attendance Report

Bertil Dorch shared his personal experience of virtually attending the Executive Board meetings in Madrid. He noted that the benefits of being able to participate even remotely outnumbered the problems (such as difficulty of use of English for non-English speakers, and technology variability). He mentioned that the overall layout of the Executive Board meetings could be more efficient, not only for members participating virtually but also for the members participating physically. It was suggested that some meetings (e.g. Finance Committee) might be made virtual in order to free up more face-to-face time. It was recommended that there be no more than two virtual attendees in any meeting.

#### 19. Any other business

None.

#### 20. Dates of future meetings:

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##### **JUNE 2020: VIRTUAL MEETINGS**

*DEADLINE FOR AGENDA ITEMS: 1<sup>ST</sup> JUNE 2020*

*DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): MONDAY 8<sup>TH</sup> JUNE 2020*

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|                                 |         |               |             |
|---------------------------------|---------|---------------|-------------|
| Finance Committee               | Monday  | 22 June 2020: | 10:00-11:30 |
| Executive Board Discussion Slot | Monday  | 22 June 2020: | 12:00-14:00 |
| Executive Board First Meeting   | Tuesday | 23 June 2020: | 10:00-12:30 |
| Steering Committee Chairs       | Tuesday | 23 June 2020: | 13:00-14:00 |
| Appointment Committee           | Friday  | 26 June 2020: | 09:00-10:00 |
| Executive Board Second Meeting  | Friday  | 26 June 2020: | 10:30-12:00 |

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#### 21. Signing of Memorandum of Agreement with BCU Lausanne

##### **SUMMARY OF ACTIONS**

| Para.                            | Action | Responsible | Status |
|----------------------------------|--------|-------------|--------|
| <b>EB Meetings, October 2019</b> |        |             |        |
|                                  |        |             |        |



|                                   |  |   |  |
|-----------------------------------|--|---|--|
| 1.c                               | Action plan LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)                | Anja Smit / Astrid Verheusen                                      |  |
| 1.c                               | Action plan LIBER Participation Trends report: Submit Recommendation 5 - places on the Leadership Programmes – to the Leadership Working Group | Bertil Dorch  |  |
| 1.c                               | Action plan LIBER Participation Trends: Submit Recommendation 9 (staff exchanges and mentoring) to the Leadership Working Group                | Bertil Dorch  |  |
| 7.2                               | Meeting with Europeana Executive Director, Harry Verwayen  | Julien Roche / Astrid Verheusen                                   |  |
| 8.2                               | LIBER Training Programme Roadmap Proposal  | Astrid Verheusen / Bertil Dorch                                   |  |
| <b>EB Meetings, February 2020</b> |  |   |  |
| 1.                                | Check on the situation of EU countries with automatic Open Access policies for publicly funded articles  | Giannis Tsakonas  |  |
| 1.                                | Roadmap to Secondary Publishing Right to be produced for June Executive Board  | Giannis Tsakonas  |  |
| 2.                                | Action Plan: Connecting libraries to the EOSC  | Astrid Verheusen / Julien Roche / Jeannette Frey / Birgit Schmidt |  |
| 4.                                | Draft approach for a Text- and Data-Mining Working Group to be presented at June Executive Board   | Birgit Schmidt  |  |
| 5.                                | The LIBER Training Programme Roadmap Proposal is to be presented at the June Executive Board   | Astrid Verheusen / Bertil Dorch                                   |  |
| 6.1                               | Final OSPP report – LIBER's Input  | Kristiina Hormia Poutanen / Astrid Verheusen                      |  |
| 6.3                               | Investigate the alignment of LIBER OA principles and the ORE Project   | Astrid Verheusen  |  |
| 6.5                               | SPARC Europe and LIBER Collaboration: Next Steps meeting   | Astrid Verheusen  |  |
| 7.1                               | Digital Skills & Services Working Group to present its final report at the Annual Conference   | Bertil Dorch  |  |
| 7.1.1                             | Feedback to be sent to Andreas Brandtner regarding the LIBER Journées Programme  | All   |  |



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|------|---|--|--|
| 7.2  | Input on the Pricing Transparency Framework   | Birgit Schmidt                                     |  |
| 7.4  | Workshop proposal educational support in libraries for LIBER 2020                         | Hilde van Wijngaarden                              |  |
| 7.5  | Evaluate the current timeline of all Working Groups for the June Executive Board          | Birgit Schmidt / Bertil Dorch / Giannis Tsakonas   |  |
| 7.5  | Establish the Working Group on Data Science   | Birgit Schmidt                                     |  |
| 8.1  | Test the LIBER Sponsorship Guidelines with potential Sponsors/Partners                    | Astrid Verheusen                                   |  |
| 8.2  | Input on high-level national organisations/associations to LIBER Partnerships proposal    | Heli Kautonen                                      |  |
| 8.2  | LIBER Partnerships proposal to be reworked and resubmitted to June Executive Board        | John MacColl / Julien Roche                        |  |
| 10.  | Invite Wilhelm Widmark to join the LIBER Quarterly Working Group                          | John MacColl                                       |  |
| 10.  | Circulate a Call for LIBER Quarterly Managing Editor(s) and Working Group Members         | John MacColl                                       |  |
| 11.  | Call for a new LIBER Treasurer  | All  |  |
| 11.  | Call for Executive Board Members Nominations  | John MacColl                                       |  |
| 12.  | Rules & Regulations Update (June 2020 Board meeting)                                      | John MacColl                                       |  |
| 13.  | Discuss the housing costs of the LIBER Office with the KB                                 | Astrid Verheusen                                   |  |
| 13.  | Set up a Taskforce to plan the Mid-Term event   | Astrid Verheusen                                   |  |
| 14.2 | Research into the internal LIBER Communication Channels                                   | Astrid Verheusen                                   |  |
| 14.3 | LIBER Office to contact BCUL regarding the LIBER Website redesign                         | Astrid Verheusen                                   |  |
| 15.  | Executive Board Members to contact the LIBER Office regarding Important Events Attendance | All  |  |
| 16.1 | Visit the new venue for LIBER 2020 in Belgrade  | Astrid Verheusen / Julien Roche / Giannis Tsakonas |  |
| 16.2 | Establish contact with the Ghent University Library newly appointed Director              | John MacColl                                       |  |



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|-------------|--|------------------|--|
| <b>16.2</b> | Guide for hosting the Mid-Term event to be created after December 2020                           | Astrid Verheusen |  |
| <b>16.2</b> | Possible future hosts for Mid-Term events to be contacted with guide document                    | John MacColl     |  |
| <b>16.4</b> | Final Conference Fund Vademecum to be proposed at June meeting                                   | Astrid Verheusen |  |
| <b>17.1</b> | The Innovative Metrics Working Group to submit a final report to the Board before it is wound up | Giannis Tsakonas |  |
| <b>17.1</b> | Innovative Peer Review – Working Group Proposal  | Giannis Tsakonas |  |

April 2020