



EB0219

Minutes of the Executive Board Meetings held in Room 2026, Trinity College Dublin, Dublin, Ireland on Monday 24th, Tuesday 25th and Friday 28th June 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) (until 25/6), 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 (until 25/6), Dr Matthijs van Otegem (until 25/6), Dr Birgit Schmidt (from 28/6), Dr Heli Kautonen (from 28/6), Dr Hilde van Wijngaarden (from 28/6), Dr Andreas Brandtner (from 28/6).

Apologies: Professor Dr Wolfram Horstmann, Mr Martin Svoboda.

Monday 24th June 2019

Executive Board Discussion Slot

1. LIBER Representation in CEE Countries

Ann Matheson presented her report to the Executive Board and briefly outlined the timeline and the action plan that was agreed within the task force working on this proposal which included Giannis Tsakonas, Andris Vilks, Martin Svoboda, and Adam Sofronijevic (University of Belgrade). The report aimed to address the issue of under-representation in Central and Eastern Europe via a survey circulated to these countries. One of the positive outcomes was that all respondents mentioned that ideally they would like to be a part of LIBER and that LIBER's agenda was considered very relevant to their national aims and goals.

Some of the key obstacles that were outlined were the lack of available funding, understaffing, and the common requirement to share a central administration and financial department with the universities. It was also noted that in attending the LIBER Annual Conference, in most cases, the costs of travel and accommodation are more significant than the actual cost of the conference registration fee.

The task force investigated all responses and introduced practical steps to promote participation in Central and Eastern Europe. They recommended greater promotion of the advantages of LIBER, funding support to encourage libraries to become part of the network, providing training via workshops and webinars, and mentoring via staff exchanges.

A discussion on the recommendations of the report followed. Members of the Executive Board agreed that it would be very beneficial to explore funding possibilities for libraries within that region and to come up with a set of guidelines including practical steps to apply for funding. In view of hosting the LIBER 2020 Conference in Belgrade it was agreed that sending invitation letters to encourage participation would also be highly appreciated by the community and would maximize the impact of LIBER. Matthijs van Otegem and Julien Roche mentioned that they can provide a set of guidelines regarding Erasmus funding applications





that could prove very useful for member libraries in Central and Eastern Europe. Jeannette Frey commented that she would have a discussion with Associate LIBER member, Scientific Knowledge Services, to explore the possibility of hosting workshops in these countries. Astrid Verheusen noted that the LIBER Office would examine the recommendations incorporated in the report carefully and map out what is manageable for LIBER to achieve, and how we could work towards realising them.

2. Sponsor Strategy

Astrid Verheusen introduced this paper which she had co-authored with Margo de Groot, LIBER external partner and conference organizer. It focused on the need for LIBER to secure a more stable income and reviewed the current sponsorship strategy. In order to collect the necessary feedback they had participated in several meetings with prospective sponsors and found that there is a high level of interest in creating a new form of sponsor relationship which is based on partnership rather than simply representing a transactional relationship. It is felt that this would allow more meaningful interaction between LIBER and its sponsors. The proposal recommended three possible tracks for LIBER Sponsorships: a Corporate Engagement Track; a Regional Engagement Track; and a Training Track.

In the discussion, Matthijs van Otegem supported the proposal and said that the concept of creating Sponsorship Agreements inherently involved a form of partnership, and that this strategy would be a positive way forward for LIBER. However, several members of the Executive Board expressed their concern about elements of the proposal and the effects it might have on LIBER Participants. Anja Smit felt that allowing a partnership relationship with publishers could create a conflict of interest for Participants who happened to be in negotiation with them. Julien Roche pointed out that the risks involved in moving to this new sponsorship strategy, which would have significant impact, currently outweighed the potential positive outcomes. Lars Burman agreed that it was very important that the trust between LIBER and its Participants should be maintained at all times. Since the Proposal for the new Annual fees was very recent, Jeannette Frey stated that while this was a very important decision for LIBER - and one which should be revisited at a later point - it should not be introduced to coincide with the raising of the Annual Contribution fees. Participants may become unhappy at the idea that they had agreed to raise their annual fees to a sustainable level, only to discover that LIBER was seeking to make even more revenue from sponsors by forging some new partnerships – particularly if some of these were with commercial companies with which some Participants were negotiating individually.

The Executive Board agreed to appoint a new task force to redraft the Sponsor Strategy. This task force would comprise Astrid Verheusen, Jeannette Frey, Anja Smit and Lars Burman.



3. Plan S

Matthijs van Otegem presented the update on the Plan S implementation guidelines and noted that while the initial Plan had been too restrictive, the revised guidance was more realistic. Furthermore, LIBER's recommendations were incorporated in the update of the plan. He stressed that what was important for the time being was to examine the implementation details of the plan instead of publishing a reaction, as there have been sufficient published. The Executive Board agreed that it would be beneficial to reach out to the LIBER community and request feedback which could be forwarded to the creators of the implantation plan, and to offer realistic feedback on what can be achieved. Anja Smit commented that libraries were a wonderful platform to provide feedback for the plan as a natural hub for researchers publishing open access, and that they could create a best practice guide. Julien Roche suggested that 'Best Practice for Plan S' could serve as a theme for a mid-year event of LIBER. John MacColl reported that while there was a lot of support for Plan S in the UK, there were also concerns about the costs involved in its implementation. John MacColl would inquire whether these figures could be shared with the Open Access Working Group for reference. Kristiina Hormia-Poutanen reported that in Finland they were mapping the publishing costs of Plan S across the entire country. Matthijs van Otegem would go back to the Working Group and follow up with the developments on Plan S.

Tuesday 25th June 2019

EXECUTIVE BOARD MEETING

4. Apologies

Professor Dr Wolfram Horstmann; Dr Matthijs van Otegem; Mr Martin Svoboda

5. Minutes of the Meetings: Belgrade, February 2019

The minutes were approved by the Executive Board.

6. Matters Arising

6.1 Astrid Verheusen and John MacColl had been tasked to work on an interim proposal for the future development of LIBER Quarterly. The work on the Sustainable LIBER proposal had prevented this work being done in time for this meeting, and it would now be carried forward to the October meeting.

7. Report of the Finance Committee, June 2019

7.1 Annual Report & Accounts 2018

Anja Smit, on behalf of the Finance Committee, presented the Annual Report & Accounts to the Executive Board. The Finance Committee recommended that the Executive Board officially approve the Accounts and that the documents be signed off by the President, Vice-



President and Secretary-General. Jeannette Frey commented that the Executive Board travel expenses would be separated from the LIBER Office travel expenses in the future. The Finance Committee did not present a Budget for 2020 as this would be highly influenced by the result of the Meeting of Participants vote on the Annual Fees Proposal. The Finance Committee recommended that the Profit & Loss account should be approved, and that the outstanding debt of the European University of Madrid due to confusion over VAT issues should be written off.

The following items were approved by the Board:

- Annual Accounts 2018.
- Profit & Loss Account, January-May 2019.
- Writing off of the outstanding tax debt of the European University of Madrid.

8. Meeting of Participants 2019

8.1 Executive Board Nominations at 27th June

John MacColl announced that there were four open positions on the Executive Board. As per LIBER's Statutes a call for nominations had been issued and eleven nominations had been received. Due to the fact that more nominations than positions were received there would be a closed ballot vote during the Conference, which would close on Thursday morning at 09:00. In the event of a tie between candidates for the fourth place, there would have to be a second closed ballot vote.

8.1.1 Reappointments at the Meeting of Participants

Agnès Ponsati and Bertil Dorch had both agreed to stand again for reappointment during the Meeting of Participants.

8.1.2 Executive Board reappointment: Secretary-General

John MacColl had agreed to stand again as Secretary-General. The Executive Board approved the reappointment.

8.2 Research Infrastructure Steering Committee Chair

Since Wolfram Horstmann would be stepping down from the Executive Board, a new Chair for the Research Infrastructure Committee would need to be appointed by the Executive Board. Jeannette Frey noted that this would be discussed during the Executive Board meeting on 28 June in order to include the newly appointed Executive Board members.

8.3 Working Groups

8.3.1 Open Access Working Group Chair

As Matthijs van Otegem was stepping down, he proposed Working Group Secretary Sofie Wennström of Stockholm University Library, Sweden, to succeed him as the Open Access WG chair. The Executive Board approved the appointment and noted that there would need to be a new secretary appointed to the WG.



8.3.2 Citizen Science Working Group Chair

Giannis Tsakonas reported that the Innovative Scholarly Communication Steering Committee had issued a call for members to join the new Citizen Science Working Group. He informed the Executive Board that he was planning to have discussions during the conference in order to recruit a Chair for the Working Group. Jeannette Frey noted that discussions would resume during the Executive Board meeting on 28 June.

8.3.3 Digital Humanities & Digital Cultural Heritage Working Group Co-chair

Bertil Dorch presented the draft workplan for the Digital Humanities & Digital Cultural Heritage WG to the Executive Board. Lotte Wilms (National Library of the Netherlands) would keep her position as Co-Chair of the WG, and he proposed that the place of Andreas Degwitz as the other Co-Chair would be taken by Kirsty Lingstadt of the University of Edinburgh Library, UK. The Executive Board approved the appointment of Kirsty Lingstadt as Co-Chair of the WG.

STRATEGIC DIRECTIONS

9. EU Activities

9.1 Open Science Policy Platform

Kriistina Hormia-Poutanen presented her report on OSPP activities. She informed the Executive Board of updates to the key stakeholders and the current Board membership. She highlighted the key action areas where LIBER's role was very important as the only organisation representing libraries as stakeholders. She listed the forthcoming meetings for the remainder of 2019 and also briefly presented the Indicators work-in-progress document. Several members of the Board agreed that the topic of 'Best Practices for Rewards and Indicators' would be a very interesting topic to consider as a future LIBER mid-year event. It was noted that it might also be of interest for the Innovative Metrics WG.

9.2 International Projects Report

Astrid Verheusen presented the International Projects Report and highlighted that the LIBER Office was busy finalising four of the projects in which LIBER was involved. Since January 2019, the Social Sciences & Humanities Open Cloud (SSHOC) project had kicked off. This is a project under the umbrella of EOSC, the European Open Science Cloud. LIBER would also be involved in the INOS "Integrating open and citizen science into active learning approaches in higher education" project. Kristiina Hormia-Poutanen noted that it would be worthwhile for LIBER representatives to visit the European Commission and present the work of the organisation. Jeannette Frey and Julien Roche agreed to arrange a visit to Brussels to promote LIBER's work.



9.3 Sustainability Coalition for Open Science Services (SCOSS)

9.3.1 SCOSS Progress Report – March 2019

Matthijs van Otegem had represented LIBER on the SCOSS Board for two years and informed the Executive Board of progress. He noted that it had to date been a successful project which had achieved a great deal for the community. Since he would be stepping down from the Executive Board it would be desirable and in LIBER's interest for another member of the Executive Board to replace him on the SCOSS Board. Giannis Tsakonas commented that our involvement in SCOSS should be more visible to our members via LIBER's communication channels. Matthijs van Otegem recommended that a member of the Executive Board should be nominated for the Governing Board of SCOSS, and that a member of the Open Access WG should be nominated for its Advisory Board.

9.3.2 Nomination: SCOSS Advisory Board

Matthijs van Otegem would discuss candidates for this position with the Open Access WG. The Executive Board agreed that this decision should be made by the Open Access WG.

9.3.3 Nomination: SCOSS Governing Board

Giannis Tsakonas expressed his interest in joining the SCOSS Governing Board to represent LIBER. The Executive Board approved his nomination.

10. Steering Committees (including Working Groups)

10.1 Digital Skills & Services: SC Report

Bertil Dorch presented the report to the Executive Board. He raised the issue of Working Groups' workplans and deadlines for results. It was agreed that in order to address the issues, detailed discussions would take place during the Steering Committee Chairs meeting.

10.1.1 Digital Humanities & Digital Cultural Heritage WG – Proposed Workplan

Bertil Dorch presented the workplan submitted by the Working Group and requested feedback from fellow members. Julien Roche noted that it was good to have such a structured workplan and that it should be presented to the Participants to demonstrate the work carried through by LIBER Working Groups. The Executive Board appreciated the effort dedicated to this workplan and fully supported it.

10.2 Innovative Scholarly Communication: SC Report

Giannis Tsakonas presented the report to the Executive Board. He highlighted the fact that the Open Access WG had been very active with an Open Access monographs survey published. The Copyright & Legal Matters WG had also played an active role in the creation of the EU Parliament's new Directive on Copyright in the Digital Single Market.

10.3 Research Infrastructure: SC Report

The report was submitted to the Executive Board prior to the meetings, but Wolfram Horstmann was absent and so there was no verbal presentation.



10.3.1 Architecture WG: Proposal new Database

In place of Wolfram Horstmann, Jeannette Frey presented the proposal to the Executive Board and requested feedback. A discussion followed in which several members of the Executive Board expressed their reservations regarding this proposal. The database had not been updated for the last few years and there was no information in the proposal on the future maintenance of the database. Nevertheless, the events organised by the Architecture WG had an added value for LIBER and the work conducted was greatly appreciated by the community. The Executive Board recognised the value of the Architecture WG but a more concrete plan with added figures on the usage and the cost management would have to be presented to the Board before a finalised decision. Astrid Verheusen would be in contact with Sylvia van Peteghem to inform her of the Executive Board's decision.

11. LIBER Partnerships

11.1 Proposal for LIBER MoU's after contacting current partners

Julien Roche presented the proposal that he had co-authored with John MacColl. He noted that the aim was to have a global perspective with regard to LIBER and its MoUs. In their paper they proposed option three, that LIBER would switch to a new model and abolish low impact MoUs. Jeannette Frey commented that it would be diplomatically difficult to end standing MoUs, that they did not have any negative impact on LIBER, and that LIBER should not spend time and effort in cancelling and ending partnerships that still had relevance. A discussion followed and the Executive Board decided to choose option two plus of the proposal, adjusting the current model with the ambition to attract stronger partnerships. The LIBER Office in collaboration with John MacColl and Julien Roche would update the current MoUs.

12. Appointments Committee: Oral Report

John MacColl delivered the report of the Appointments Committee to the Executive Board.

13. LIBER Rules & Regulations

13.1 Cancellation period amendment

John MacColl informed the Executive Board of the cancellation period amendment to the Rules & Regulations from a six-month notice to a three-month notice period, as previously approved via e-mail. The Executive Board formally approved the amendment.

13.2 Staffing Policy

Astrid Verheusen presented the updated Staffing Policy to the Executive Board and informed them that it had been discussed in detail during the Appointments Committee. The Executive Board approved the updated version of the Policy.



Friday 28th June 2019

INTERNAL BUSINESS PROCESSES

Jeannette Frey welcomed the newly appointed Executive Board members and encouraged them to fill in the Skills Audit forms and send them to John MacColl. She stressed the importance of attending all LIBER Executive Board meetings, being actively involved and well prepared.

14. LIBER Office

14.1 Presentations by LIBER Office Staff: Martina Torma (Community Engagement & Communications Officer)

Martina Torma, Community Engagement & Communications Officer since April 2019, presented herself and her area of work to the Executive Board.

15. Executive Director's Report

Astrid Verheusen presented her report to the Executive Board. She stressed that the LIBER Office had focused on making the organisation and the administration more professional by implementing new policies and systems this past year.

16. LIBER Communications

16.1 Communications Activity

The report on Communications Activity was presented by Friedel Grant, Senior Communications Advisor. She reported that a lot of effort had been spent on the communications of the proposal for a Sustainable LIBER Organisation. She mentioned that this year LIBER activities and achievements had been presented to Participants in the form of a concise Annual Report which had been compiled and distributed via the May Mailing, and was also available in print format at the LIBER desk during the Annual Conference. The Executive Board congratulated Friedel Grant for her excellent work in managing the effective communications of the organisation.

17. Important Events for LIBER

Astrid Verheusen presented the updated List of Major Events and Meetings for the Executive Board's information. She encouraged all Executive Board members to share with the LIBER Office important events that they were planning to attend .

18. LIBER Annual Conference, Dublin 2019

18.1 Dublin 2019 Conference Feedback

Trinity College Librarian & College Archivist Helen Shenton joined the meeting and presented the feedback on the organisation of the LIBER 2019 Conference. She commented that it had been wonderful that this year the LIBER Conference had been co-organised with CONUL, the Consortium of National & University Libraries of Ireland. She expressed her gratitude for Ann Matheson's support for the first ever LIBER Conference in Ireland. She



mentioned that the local team had aimed to have excellent audio-visual support for the technical part of the conference, and she stressed that this had been successfully achieved, and that the technical issues had only been minor this year. Julien Roche added that the theme for this year had been very successful and the conference programme had been rich and cohesive. As a venue, Trinity College Dublin had been very well received by the delegates as it was a very central location and easily accessible.

18.2 LIBER Annual Conference Survey – Dublin

Friedel Grant presented the survey that would be circulated after the conference. She noted that the survey would be very brief and concise covering the main and most important elements of the conference. The Executive Board approved the survey. The LIBER Office would also prepare a short survey directed only to the conference speakers in order to provide feedback to the Conference Programme Committee.

19. Future Conferences

John MacColl informed the Executive Board that the venues for the Annual Conference have been confirmed until 2022. The next Annual Conferences would be hosted in Belgrade in 2020, Lausanne in 2021 and Ghent in 2022. Several libraries have expressed interest in hosting the conference but no other dates have been confirmed yet.

20. LIBER Steering Committees Updates

20.1 Digital Skills & Services

Bertil Dorch informed the Executive Board that the SC meeting on Tuesday had been very successful. He noted that Kirsty Lingstadt had been appointed as co-chair of the Digital Humanities WG and that the Digital Skills & Services WG was planning a proposal for a 'Train the Trainer' programme.

20.2 Innovative Scholarly Communication

Giannis Tsakonas informed the Executive Board that the SC meeting on Tuesday had been very productive and successful. Sofie Wennström had been appointed as the Chair of the Open Access WG and Ben White would be officially appointed as Chair of the Copyright & Legal Matters WG. He proposed that the new chair for the Citizen Science WG would be Paul Ayris and that it would be highly beneficial for the WG to have external advisors. The Executive Board approved the appointments of the new Chairs.

20.3 Research Infrastructure

The Executive Board appointed Birgit Schmidt as the new chair of the Research Infrastructure SC.

21. LIBER Executive Board Appointments

21.1 Appointments at Meeting of Participants on 27th June



John MacColl welcomed once again the four new members of the Executive Board: Heli Kautonen, Birgit Schmidt, Andreas Brandtner and Hilde van Wijngaarden.

21.2 Steering Committee/Working Group Appointments

The Executive Board approved Birgit Schmidt as the new Chair of the Research Infrastructure SC, and all new WG Chairs. Kriistina Hormia-Poutanen stressed that there should be a training guide for new SC Chairs to ensure that they were able to provide sufficient support for the Working Groups. A virtual meeting of the SC Chairs would be planned to discuss Chair responsibilities.

22. Proposal for Ensuring LIBER's Viability and Building on Success: Next Steps

The Executive Board discharged the task force that had prepared and managed the Proposal, and congratulated the LIBER Office and the task force for their engagement and hard work over the past many months. A new task force was appointed in order to plan and realise the Proposal. This task force would consist of Heli Kautonen, Julien Roche, Agnès Ponsati and Astrid Verheusen. A new proposal would be presented during the October meeting and a virtual meeting of the task force would be planned for September.

20. Any other business

There was no other business to report.

21. Dates of future meetings

OCTOBER 2019: EDIFICIO TRANSATLÁNTICO, SALA SUR, RESIDENCIA DE ESTUDIANTES CALLE PINAR 23, MADRID, SPAIN			
<i>DEADLINE FOR AGENDA ITEMS: 12TH SEPTEMBER 2019</i>			
<i>DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): MONDAY 19TH SEPTEMBER 2019</i>			
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

FEBRUARY 2020: BIBLIOTHÈQUE CANTONALE ET UNIVERSITAIRE LAUSANNE, SITE UNITHÈQUE, QUARTIER CENTRE, 1015 LAUSANNE, SWITZERLAND			
<i>DEADLINE FOR AGENDA ITEMS: 23RD JANUARY 2020</i>			
<i>DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): 30TH JANUARY 2020</i>			
Finance Committee	Thursday	13 February 2020:	09:00 – 10:30
Executive Board Discussion Slot	Thursday	13 February 2020:	10:30 – 12:30
Executive Board Meeting	Thursday	13 February 2020:	13:00 – 16:00
Appointments Committee	Thursday	13 February 2020:	16:00 – 17:00
Steering Committee Chairs	Thursday	13 February 2020:	17:00 – 18:00
Executive Board Meeting	Friday	14 February 2020:	09:00 – 12:30



SUMMARY OF ACTIONS

Para.	Action	Responsible	Status
Discussion Slot, Dublin 2019			
EB Meetings, Feb 2019			
6.1	LIBER Quarterly: Interim Proposal	John MacColl / Astrid Verheusen	For October meeting.
16.2	Create a welcome package for new Participants	Astrid Verheusen	
EB Meetings, June 2019			
1.	Erasmus Funding Guide for Libraries to be sent to LIBER Office	Julien Roche	
1.	Potential collaboration with Scientific Knowledge Services over workshops in CEE countries to be discussed with CEO Tiberius Ignat	Jeannette Frey	
1.	LIBER Office to translate the recommendations of the report into action	Jeannette Frey / Astrid Verheusen	
2.	Redraft Sponsor Strategy	Task force: Anja Smit, Astrid Verheusen, Jeannette Frey, Lars Burman	
3.	Enquire about availability of UK documentation on the financial risks of fully compliant Plan S	John MacColl	
3.	Open Access WG to follow up on developments	Giannis Tsakonas	
7.1	Write off VAT debt of the European University of Madrid	Astrid Verheusen	
8.3.1	Appoint Sofie Wennström as the Open Access WG Chair	Giannis Tsakonas	
8.3.1	Appoint a new Secretary to the Open Access WG	Giannis Tsakonas	
8.3.2	Recruit a Chair for the Citizen Science WG	Giannis Tsakonas	
9.1	Metrics Working Group to consider the OSPP Indicators document	Giannis Tsakonas	
9.2	LIBER visit to Brussels to promote LIBER as a Project Partner	Jeannette Frey / Julien Roche	
9.3.1	LIBER Office to consider ways to communicate more about our involvement in SCOSS	Astrid Verheusen / Friedel Grant	
9.3.2	LIBER nomination for SCOSS Advisory Board	Giannis Tsakonas	
9.3.3	LIBER nomination for SCOSS Governing Board	Jeannette Frey / Giannis Tsakonas	



10.1.1	Digital Humanities & Digital Cultural Heritage WG workplan to be communicated to Participants	Bertil Dorch / Friedel Grant	
10.3.1	Architecture WG: Database Proposal Redraft feedback to Sylvia van Peteghem	Astrid Verheusen	
11.1	LIBER Office to update current MoUs	Astrid Verheusen / John MacColl / Julien Roche	
18.2	A short survey directed at conference speakers to be prepared by the Office	Astrid Verheusen / Friedel Grant	
20.2	Appoint Ben White as the chair of the Copyright & Legal Matters WG	Giannis Tsakonas	
20.2	Appoint Paul Ayris as the chair of the Citizen Science WG	Giannis Tsakonas	
21.2	Appoint Birgit Schmidt as the new chair of the Research Infrastructure SC	Astrid Verheusen	
21.2	Virtual SC Chairs Meeting	Bertil Dorch / Giannis Tsakonas / Birgit Schmidt / Astrid Verheusen / Jeannette Frey / Julien Roche	
22.	Proposal: Next Steps planning	Task force: Astrid Verheusen / Heli Kautonen / Julien Roche / Agnes Ponsati	

August 2019