



## EB0319

### Minutes of the Executive Board Meetings held in Edificio Transatlántico, CSIC, Madrid, Spain

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

**Apologies:** No apologies.

### Thursday 3<sup>rd</sup> October

#### Executive Board Discussion Slot

Jeannette Frey welcomed the new members of the Executive Board, Dr Birgit Schmidt, Dr Andreas Brandtner, Dr Hilde van Wijngaarden and Dr Heli Kautonen.

#### 1. Implementation Plan: New Services

Astrid Verheusen briefed the Board on the Implementation Plan proposal that was created with the collaboration of the dedicated New Services task force which included Julien Roche, Agnès Ponsati Obiols, Heli Kautonen and Friedel Grant. She reported that the Implementation Plan had been devised focusing on two distinct action areas. On the one hand, communicating and promoting the new services to the end users (LIBER Participants) and on the other ensuring that the LIBER Office and Executive Board would manage and carry out the plan efficiently. Astrid Verheusen as the LIBER Executive Director would monitor and manage the programme and Julien Roche would be the senior responsible owner, connecting the task force with the Conference Programme Committee (CPC) and the Executive Board. The Executive Board agreed with the objectives identified and that all members of the Board should be committed to realising the plan. Consequently, the progress of the Implementation Plan would be tracked via interim reporting in order to define targeted actions for each Board member. Jeannette Frey indicated that there should be an additional paragraph between the introduction and the objectives where all the new services proposed would be linked to the priorities of the LIBER 2018-2022 Strategy. Hilde van Wijngaarden noted that the goal would be to evolve the services outlined in the Implementation Plan into business as usual for LIBER. The Executive Board agreed that there would need to be clear roles assigned within the LIBER Office and the Executive Board in order to minimize the risks for LIBER and to ensure the success of the Implementation Plan.

#### a) Mid-Term Event, initial outline

Heli Kautonen presented the report of the task force to the Executive Board. She highlighted some of the characteristics that had been identified for the LIBER Mid-Term Event as part of the Implementation Plan. It was noted that the Mid-Term Event would need to be more focused and inclusive than the LIBER Annual Conference and it would take place during autumn and winter (September to December) in order to avoid the high stress period of the LIBER Annual Conference. Julien Roche commented that the Mid-Term Event and the



LIBER Annual Conference had to be distinctive but it would also be important to establish connections and the CPC could bridge the two events by identifying synergies and overarching themes. Bertil Dorch mentioned that the Danish Library Association also had a Mid-Term Event and that while the Mid-Term Event invited a more focused group of participants and generated more income for the Danish Library Association, it also discouraged some of the participants from joining their Annual Conference. Heli Kautonen stated that according to the results of the LIBER Annual Conference Satisfaction Survey there was a wish for more specialised and technical themes and less LIBER Internal Business during the Conference, so a Mid-Term Event with those characteristics would be successful. She also highlighted that it would be important for the first LIBER Mid-Term Event to be co-organised with an experienced local host. Hilde van Wijngaarden offered to explore the possibility of hosting the Mid-Term Event in Amsterdam. The Executive Board agreed that the CPC task force would be expanded in order to include specialised members of LIBER Working Groups so that an appropriate theme would be decided.

#### b) Projects Database

Astrid Verheusen presented the proposal to the Executive Board. She specified that the aim of the Projects Database would be to explore how LIBER members could potentially partner with LIBER in project proposals. A survey would be devised and circulated in order to collect all necessary information from interested LIBER members. Julien Roche proposed that a draft version of the survey should be forwarded to LIBER libraries who were experienced in projects in order to test its relevance. Astrid Verheusen reported that the database would initially be created and maintained as an Excel spreadsheet and would be later integrated into the member database. The Executive Board approved the proposal and the LIBER Office would go ahead with the proposed timeline in order to deliver the survey to the Participants.

#### c) Business Case Update: LIBER's Online Presence

Astrid Verheusen presented the Business Case for redesigning the LIBER website. She emphasised that with the implementation of the new LIBER services it would be very important that the website was updated in order to reflect the changes within the services portfolio. The Executive Board approved the further development of the proposal into business cases, where a new Extranet would not be high priority, and the LIBER Office would ensure the successful implementation of the proposed plan.

#### - Action Plan: LIBER Participation Trends 1996-2018

Astrid Verheusen presented the report drafted to translate the recommendations by Ann Matheson in order to encourage LIBER Participation in CEE Countries. Anja Smit mentioned that regarding *Recommendation 2: Annual Conference Fund* a proposal would be drafted in order to be discussed during the Executive Board meeting in February 2020. The other recommendations in the report were agreed by the Board, and the actions are listed in the Summary of Actions.

## 2. UN 2030 Sustainable Development Agenda

Jeannette Frey invited members of the Executive Board to share experiences within their institutions regarding the UN 2030 Sustainable Development Agenda. A discussion within the Executive Board followed. It was agreed that it would be beneficial for LIBER to identify the goals that would be most relevant for LIBER Participants and publish a statement. Jeannette Frey and Astrid Verheusen would work closely together in order to draft a document



commenting on the specific goals LIBER could be associated with and would present the results during the February 2020 Executive Board Meeting.

### 3. Plan S

A draft IARLA statement about Plan S and the implementation guidelines was discussed. Astrid Verheusen referred to the discussion within IARLA regarding Plan S. She pointed out that the Plan S implementation guide is not European but global. LIBER was currently engaged in knowledge exchange with IARLA and with the introduction of Plan S the collaboration within IARLA had become more tangible. She highlighted the many difficulties of co-ordinating transatlantic organisations especially regarding transformative agreements. Giannis Tsakonas and the Open Access Working Group had been working on the draft IARLA statement. The Board supported the attention LIBER was contributing to Plan S and agreed on the statement.

## EXECUTIVE BOARD MEETING

### STRATEGIC DIRECTIONS

### 4. Apologies

No Apologies.

### 5. Minutes of the Meetings: Dublin, June 2019

The following corrections were approved:

Page 1: Martin Svoboda should be included in the list of members of the task force on LIBER Representation in CEE Countries. The minute will be amended.

Page 6: With regard to paragraph 9.3.1 “He noted that it had to date been a successful project which had achieved a great deal for the community” Birgit Schmidt requested concrete examples that support this statement. Astrid Verheusen will add these to the minute.

Page 7: LIBER MoU’s: it was ‘Scenario Two Plus’ which was approved by the Executive Board. The minute will be amended.

Page 11: Julien Roche’s name will be added to the Summary of Actions.

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 Future proposal had prevented this work being done in time for this meeting, and it would now be carried forward to the February meeting. John MacColl had arranged a meeting of LIBER Quarterly editors, Board colleagues and LIBER Office staff in Leuven in December.

2. The redraft of the LIBER Sponsor Strategy would be presented in the February 2020 meeting.



## 7. EU Activities

### 7.1 Open Science Policy Platform

Kristiina Hormia-Poutanen gave a short presentation on LIBER's involvement in the OSPP to inform the new Executive Board members and briefly summarised the ongoing activities within the OSPP. She invited Executive Board members to provide feedback to be communicated at the next OSPP meeting. OSPP had a call for stakeholders to test pilots and share input and results regarding the implementation of open science indicators. The aim of the pilot would be the creation of a registry. Birgit Schmidt mentioned that this call could not be shared with LIBER members yet as it was lacking essential details such as a defined indicators list. The Executive Board requested a more focused and clear description of this pilot. Kristiina Hormia-Poutanen agreed to provide this feedback to the Executive Board and the Metrics Working Group. Hilde van Wijngaarden would contact Kristiina to explore the possibility of her library participating in a pilot.

### 7.2 Europeana Report

Julien Roche presented the pre-circulated Europeana report to the Executive Board. A discussion within the Board followed. It was established that LIBER's involvement with Europeana is important but due to the internal organisation of Europeana it is difficult for LIBER to promote its work to the LIBER community. Astrid Verheusen and Julien Roche would arrange a meeting with the Europeana Executive Director Harry Verwayen and provide input on the Europeana Action Plan.

### 7.3 International Projects Report

Astrid Verheusen presented the pre-circulated International Projects Report and highlighted the three projects that LIBER would be involved in as of January 2020. She mentioned that LIBER had also submitted a proposal to the ORE (Open Research Europe) project and was currently working on two more Erasmus+ proposals on Citizen Science. The Executive Board approved the report.

### 7.4 SCOSS Progress Report

Giannis Tsakonas presented the pre-circulated SCOSS Progress report to the Executive Board. The latest meeting was conducted in August 2019. He briefly explained the structure and operating processes within SCOSS. The question of SCOSS as a legal entity was addressed and the decision that SPARC Europe would remain the sole legal entity responsible was approved. Consequently, SPARC Europe had requested two more SPARC Europe representatives in the SCOSS Governing Board and this had been approved.

#### 7.4.1 SCOSS Financial Support of Scholarly Infrastructures (SHERPA/ROME0)

Giannis Tsakonas also referred to the e-mail communication with Vanessa Healey from JISC and the help requested in order to reach potential partners to achieve funding goals for the SHERPA/ROME0 platform. He stressed that the proposal was at the moment ambivalent as to whether or not LIBER would aid by direct funding or via promoting their request via its channels. Although there had been challenges, Giannis Tsakonas reported that progress was being made.



## 8. Steering Committees (including Working Groups)

### 8.1 Innovative Scholarly Communication

Giannis Tsakonas presented the pre-circulated report to the Executive Board. He noted that the Steering Committee Secretary had had to change as Sofie Wennström took over as the Open Access Working Group chair. He proposed that Vasiliki (Sylvia) Koukounidou from Cyprus University would take over as Steering Committee Secretary. The Open Access Working Group also proposed that Paul Johnson represented LIBER in the SCOSS Advisory Board. The Executive Board approved the report and the appointments.

### 8.2 Digital Skills & Services

Bertil Dorch presented the pre-circulated report to the Executive Board. He mentioned that a meeting was being planned with the Chairs of the Working Groups and invited any feedback Executive Board members would like to communicate to the Chairs. With regard to a possible proposal for a LIBER Training Programme, Bertil Dorch proposed that a task force would be formed to work on this proposal. It was agreed that Astrid Verheusen would contact both Bertil Dorch and Cécile Swiatek to share the feedback provided by the Executive Board and discuss further the LIBER Training Programme proposal.

#### 8.2.1 Appointment co-chair Working Group Digital Skills: Ciara McCaffrey

The Executive Board approved the appointment of Ciara McCaffrey as a co-chair of the Digital Skills & Services Working Group.

### 8.3 Research Infrastructure

Birgit Schmidt presented the pre-circulated report to the Executive Board.

#### 8.3.1 Appointment co-chair Working Group RDM Skills: Dr. Mijke Jetten

The Executive Board approved the appointment of Dr Mijke Jetten as a co-chair of the RDM Working Group.

#### 8.3.2 Federated Identity Management for Libraries (FIM4L) Working group - Proposal to the LIBER Board

Birgit Schmidt presented the proposal for a new LIBER Working Group on FIM4L, referring to the growing need for such a Working Group because of data protection issues related to libraries. Some concern was expressed at involving more than a very minimal number of non-LIBER members in the Working Group. The aim of the Working Group would be to come up with a set of recommendations for libraries and host a workshop during the LIBER Annual Conference. The Executive Board approved the creation of the Working Group for a trial period of one year.

#### 8.3.3 LIBER Architecture Group – Proposal: Architecture Database

Birgit Schmidt presented the redrafted version of the Architecture Database Proposal. It was noted that although the Database may not be used extensively within the LIBER network, it was nevertheless a valuable service, much appreciated by those who already do use it, and with the potential to be more widely used. The Executive Board approved the proposal. External sponsorship was discussed, but it was decided that, as this was a LIBER service, no external sponsorship should be sought. This would also avoid any potential difficulty for the upcoming launch of the LIBER Sponsor Strategy. The proposed budget of the proposal should be included in the general budget for 2020. It was agreed that the maximum amount budgeted would be



18,000€ including VAT. The LAG would be required to provide regular progress reports.

## 9. LIBER Quarterly – Annual Report 2018

John MacColl presented the pre-circulated report to the Executive Board for information.

### 9.1 Future Plan for LIBER Quarterly

John MacColl invited members of the Executive Board to provide suggestions for the agenda of a meeting he will chair on the future direction of LIBER Quarterly, which has been arranged in Leuven on December 20<sup>th</sup> 2019.

## 10. LIBER Partnerships

### 10.1 LIBER's Memoranda of Understanding Follow Up

Julien Roche reported to the Executive Board that a document was currently being drafted by himself and John MacColl, and it would be circulated to the Executive Board in the coming weeks.

## 11. Sponsor Strategy - Task Force Interim Report

Anja Smit reported to the Executive Board that the task force was working on the final draft of the Sponsor Strategy and the document would be presented during the Executive Board meetings in February 2020.

## INTERNAL BUSINESS PROCESSES

## 12. LIBER Office

### 12.1 Revised Welcome Letter

Astrid Verheusen noted that, as a result of the increase in the LIBER Annual Contribution Fee, a new Welcome Letter had had to be composed, and she presented the final version to the Executive Board. It was decided that the DART Discount should be removed from the list of benefits. Lars Burman also suggested that a paragraph should be added mentioning what LIBER does in terms of library advocacy.

## 13. Report of the Finance Committee

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

### 13.1 2019 Profit & Loss including Forecast

Anja Smit presented the final version of the 2019 Profit & Loss report to the Executive Board.

### 13.2 2020 Preliminary Budget

Astrid Verheusen presented the 2020 Preliminary Budget to the Executive Board. She explained that the most of the organisation's expenditure had been reserved for staff. Anja



Smit indicated how the new services had been budgeted for 2020 and confirmed that there would be funds available in the 2020 Budget in order to implement the Architecture Database Proposal.

### 13.3 Final Financial Summary: Dublin 2019

Astrid Verheusen presented the final financial summary provided by Trinity College Dublin in relation to the LIBER 2019 Annual Conference.

### 13.4 Finance Committee Recommendations

The following items were all approved by the Executive Board:

- 2019 Profit & Loss Report
- 2020 Preliminary Budget
- Dublin 2019 annual Conference: Final Financial Summary
- PSL University removal from the list of Participants as a result of non-payment

## 14. LIBER Annual Conferences

### 14.1 Dublin 2019: Conference Evaluation

Astrid Verheusen presented the results of the Dublin 2019 Satisfaction Survey. Two different surveys had been circulated, one addressed to all delegates and one addressed to all Conference speakers. A highlight of the conference had been the keynote speakers, who were very well received and appreciated by the delegates. Among criticisms expressed were a concern that the Conference was not sufficiently 'green', and that mixed formats in the parallel sessions were rather confusing and inefficient. Julien Roche suggested that the survey addressed specifically to speakers should be repeated every year as this was very important feedback for the CPC. A discussion within the Executive Board followed. It was agreed that chairs of the sessions should be properly briefed and that perhaps cue cards would be useful to ensure the success of each session. Lars Burman also noted that special attention should be given to the Poster Session. It was suggested that a podcast in which each poster presenter could give a brief five minute presentation of their poster would be welcomed both by the delegates and the poster presenters. Jeannette Frey affirmed that hosting a greener conference should be a priority and it should be considered when drafting the 2030 Sustainability Goals Statement.

### 14.2 Belgrade 2020

- CPC Report & Conference Budget

After some discussion, the Board agreed that the title should be "Building Trust with Research Libraries".

The following subtopics were also approved by the Executive Board:

- a. Information and Research Integrity
- b. Preservation of Collections
- c. Leadership
- d. Impact of Libraries
- e. Securing Trust in Libraries
- f. Open Knowledge



Julien Roche presented the Conference Budget to the Executive Board for approval and announced that any amendments to the Budget would be notified to the Executive Board in due time. The Board approved the Conference Budget.

- LIBER Invited Speakers

Julien Roche presented the list of suggested speakers as agreed upon by the Conference Programme Committee. He invited the Executive Board members to share their preferences. The Board approved the selected list of potential keynote speakers with one exception due to the area of specialisation of the speaker proposed.

- Outline Conference Schedule: Draft

Julien Roche presented the Draft Conference Programme. He explained that it followed the traditional LIBER format. The social programme would be decided in the coming weeks.

- Post-Conference Excursion & Tours

This information would become available soon.

- Conference Hotel Accommodation

This information would become available soon.

- Registration Fees

The Executive Board approved the proposed registration fees.

- Delegate Numbers

Julien Roche noted that the local hosts in Belgrade expected a maximum of 500 delegates. They were also planning to devise a complete programme for accompanying persons, expecting about 80 registrations. The LIBER Office and Julien Roche would emphasize that the priorities and efforts of the local host should be focused on the Conference Programme. The Executive Board approved the figures of the local hosts, although there was a view that the accompanying persons expectation was optimistic.

#### 14.3 Annual Conference Fund: Qualifying Countries

Astrid Verheusen presented the proposal to the Executive Board and informed members that this had been discussed in detail during the Finance Committee Meeting. The Finance Committee had decided that LIBER should maintain the status quo regarding the Fund for Belgrade 2020 and a new proposal would be drafted for the following year's conference. The new proposal would be presented to the Board during the Executive Board Meeting in February 2020. The Executive Board approved the list of eligible countries and the number of funds to be allocated for LIBER 2020.

#### 14.4 Future Annual Conferences

John MacColl presented the paper on the upcoming LIBER Annual Conferences. He reminded the Board that the 2021 Annual Conference would be held in LIBER's 50<sup>th</sup> Anniversary year, and would be held in Lausanne, Switzerland, where the first LIBER Conference had been held. Future Conference venues are confirmed up to 2023. It was agreed that the institutions that were currently on the waiting list would be contacted to determine interest for hosting a LIBER Mid-term Event. In order to do so a guide for hosting the Mid-Term Event would be created and circulated to potential hosts. Julien Roche stressed that LIBER should strive to make the events as inclusive as possible by rotating the





location within Europe. It was noted that Ghent University Library should be contacted to make sure that it would be ready to host the Annual Conference in 2022.

#### 14.5 Commercial submissions

Julien Roche presented the document drafted in collaboration with CPC. While in the past it has been strictly stated in the Call for Papers that commercial submissions will not be considered, there had been several instances where a submitted paper had been co-authored by a commercial party and an academic institution. The CPC had therefore suggested that a special provision should be made in the ConfTool in order to identify any commercial parties during the peer-review process. It was also agreed that any special case received would be carefully examined within the CPC to determine the eligibility of the paper. The Executive Board approved the recommendations of the CPC and agreed that the Call for Papers in future should not refer to contributions from commercial parties.

#### 15. Report of the Appointments Committee

John MacColl reported that Astrid Verheusen had presented a revised staffing paper to the Appointments Committee, proposing two new posts in the LIBER Office, each of one year duration (2020): one was a Training Project Officer, 90% financed by project funding, and the other was an Events & Communication Officer, 90% financed by Foundation income. As a result of the latter, the requirement for an External Conference Manager would be reduced. The Executive Board approved these recommendations by the Appointments Committee. The current Head of International Projects was also considered and it was decided by the Executive Board that the contract would be made permanent. There were expected changes in Dutch labour legislation forthcoming. As these changes might affect the Collective Labour Agreement which affects some staff contracts, Astrid Verheusen would investigate further and present the results to the next Appointments Committee meeting.

#### 16. Executive Board

##### 16.1 Appointments

John MacColl presented the current Executive Board membership profile. He reported that the final tenures of Martin Svoboda and Anja Smit would expire in June 2020. John MacColl also recommended that now would be a good time for LIBER to examine its Articles of Association, which were 10 years old, together with its Rules & Regulations, to consider whether some areas of the LIBER constitution would benefit from clarification. He would present a paper to the February 2020 meeting.

##### 16.2 Composition: Current Skillset

John MacColl presented the paper on the current skillset of Executive Board Members based on the skills audit forms that had been circulated. It was agreed that Executive Board members would contact John MacColl in order to provide any feedback on updating the list of skills in the audit form.

#### 17. Executive Director's Report

Astrid Verheusen presented her report to the Executive Board. She reported that the National Library of the Netherlands, which hosts the LIBER Office, would no longer offer IT support as of October 2020, at which point migration of the service to an external company would have to be finalised. She also reported that the LIBER Conference website and the



LIBER website were archived in the Internet Archive. Giannis Tsakonas suggested that the Office explore the opportunities for website archiving offered by WordPress, and agreed to send a memo to the LIBER Office with more information about this. The Office also received two requests from Paolo Budroni proposing that LIBER act as an intermediary between researchers and the EOSC. The Executive Board agreed that involvement in the EOSC would be strategically important for LIBER and that this should be pursued. Kristiina Hormia-Poutanen stated that this could also be discussed with the Linked Open Data Working Group.

Astrid Verheusen mentioned that OCLC had expressed an interest in extending its collaboration with LIBER. Julien Roche recommended finalising the updated Sponsor Strategy before discussing future collaborations. It was agreed that Astrid Verheusen would contact OCLC and the other LIBER Sponsors to communicate the timeline of the Sponsor Strategy.

#### 18. Communications Report

Astrid Verheusen presented the Communications Report to the Executive Board. She stressed that a lot of effort had been placed in promoting Working Group reports and webinars. The webinar programme for the next six months had also been drafted. The Executive Board expressed their compliments for the excellent work of the Communications team.

#### 19. Proposal 2019 Satisfaction Survey

Astrid Verheusen presented the proposed Satisfaction Survey to the Executive Board. A discussion followed in which several members of the Executive Board agreed that it was too early to distribute another survey on the new services. The Survey would be circulated after the concrete implementation of the new services.

#### 20. Important Events for LIBER

Jeannette Frey requested that all Executive Members should send their participation in important events where they represent LIBER.

#### 21. Any Other Business

The Executive Board agreed that SPARC Europe should be added to all future agendas under European Activities. It was also agreed that a member of the Open Access Working Group would join the SPARC Board.



## SUMMARY OF ACTIONS

Para.	Action	Responsible	Status
<b>Discussion Slot, Dublin 2019</b>			
<b>EB Meetings, Feb 2019</b>			
1	LIBER Quarterly: Interim Proposal	John MacColl / Astrid Verheusen	
16.2	Create a welcome package for new Participants	Astrid Verheusen	
<b>EB Meetings, June 2019</b>			
2.	Redraft Sponsor Strategy	Task force: Anja Smit, Astrid Verheusen, Jeannette Frey, Lars Burman	
<b>EB Meetings, October 2019</b>			
1.	Implementation Plan: add a paragraph between introduction and objectives linking the new services to the LIBER Strategy	Astrid Verheusen	
1.a	Host the first LIBER Mid-Term Event in VU Amsterdam	Hilde van Wijngaarden	
1.a	Expand the task force with members from LIBER Working Groups	Astrid Verheusen	
1.b	Circulate the draft version of the Project Database Survey to experienced LIBER libraries	Astrid Verheusen	
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: Prepare a proposal for Recommendation 3 (proposal for a proportion of awards to be made to young librarians in research libraries not already in LIBER)	John MacColl / 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: Prepare a proposal for Recommendation 6 (provide a slot in the Conference programme for attendees from these countries to meet together) and submit to the CPC	Julien Roche / Astrid Verheusen	
1.c	Action plan LIBER Participation Trends: Recommendation 8 (send out Invitation Letters to libraries from countries with no or low representation)	Jeannette Frey / Astrid Verheusen	
1.c	Action plan LIBER Participation Trends: Submit Recommendation 9 (staff exchanges and mentoring) to the Leadership Working Group	Astrid Verheusen / Bertil Dorch	
1.c	Action plan LIBER Participation Trends: Recommendation 10 (organise a Newcomers Session in Belgrade 2020)	Astrid Verheusen	
1.c	Action plan LIBER Participation Trends: consider Recommendation 11 (venue rotation) for future LIBER Events	John MacColl	
2.	LIBER Statement on the UN 2030 Sustainable Development Agenda	Jeannette Frey / Astrid Verheusen	
7.1	Provide more information on the OSPP Call for pilots to implement open science indicators	Kristiina Hormia-Poutanen	
7.1	Possibility of the VU Library joining the OSPP pilot study	Hilde van Wijngaarden	
7.2	Meeting with Europeana Executive Director, Harry Verwayen	Julien Roche / Astrid Verheusen	
8.1	Appoint Vasiliki (Sylvia) Koukounidou as secretary of the Innovative Scholarly Communication Steering Committee	Giannis Tsakonas	
8.1	Appoint Paul Johnson as LIBER representative in the SCOSS Advisory Board	Giannis Tsakonas	
8.2	LIBER Training Programme Proposal	Astrid Verheusen / Bertil Dorch	
8.2.1	Appoint Ciara McCaffrey as co-chair of the Digital Skills & Services Working Group	Bertil Dorch	
8.3.1	Appoint Dr Mijke Jetten as co-chair of the RDM Working Group	Birgit Schmidt	
8.3.2	Launch of the FIM4L Working Group	Birgit Schmidt	
8.3.3	Architecture Database proposal to be included in the 2020 Budget	Astrid Verheusen	



9.1	Executive Board members to send feedback regarding the future of LIBER Quarterly to John MacColl	All	
10.1	LIBER's MoU Follow Up Proposal	Julien Roche / John MacColl	
12.1	Remove the DART discount from the Participants' Welcome Letter	Astrid Verheusen	
12.1	Include a paragraph on what LIBER does for library advocacy to the Welcome Letter	Astrid Verheusen	
14.3	Annual Conference Fund Proposal	Astrid Verheusen / Anja Smith	
14.4	Create a guide for potential Mid-Term Event hosts	Astrid Verheusen / John MacColl	
14.4	Contact institutions on the Annual Conference waiting lists to determine potential Mid-Term Event hosts	John MacColl	
14.4	Contact Ghent University Library with regard to LIBER 2022	John MacColl	
16.1	Executive Board members to send updated description of skills to John MacColl	All	
16.1	Bring forward to the February 2020 meeting a paper on possible revisions to the Articles and Rules & Regulations	John MacColl	
17.	A memo on Wordpress digital archiving to be send to the LIBER Office	Giannis Tsakonas	
17.	e-IRG follow up with Paolo Budroni and the Linked Open Data Working Group	Astrid Verheusen	
17.	Communicate the new Sponsor Strategy timeline to LIBER Sponsors including OCLC	Astrid Verheusen	
21.	Member of the Open Access Working Group to join the SPARC Board on behalf of LIBER.	Giannis Tsakonas	

October 2019