



EB0320

Minutes of the Executive Board Meetings held online on Wednesday 14 October 2020, Thursday 15 October 2020, and Friday 16 October 2020.

Present: Ms Jeannette Frey (President), Mr Julien Roche (Vice-President), Mr John MacColl (Secretary-General), Dr Hilde van Wijngaarden (Treasurer), Drs Astrid Verheusen (Executive Director), Ms Athina Papadopoulou (Events & Partnerships Coordinator), Roos Knigge (Executive Assistant, Observer), Dr Giannis Tsakonas, Prof Lars Burman, Ms Agnès Ponsati Obiols, Dr Birgit Schmidt, Dr Heli Kautonen, Dr Andreas Brandtner, Dr Bertil Dorch, Dr Adam Sofronijevic, Ms Cécile Swiatek, Drs Anja Smit (Special Advisor)

Apologies: Dr Andreas Brandtner (on 14 October 2020)

Wednesday 14 October 2020

Executive Board Discussion Slot

1. COVID-19: Survey & Roundtable

Astrid Verheusen presented the latest draft of the LIBER COVID-19 Survey to the Executive Board. The LIBER Office in collaboration with members of the Executive Board had finalised the first draft of the survey. The survey was still open for comments from the Executive Board and - in line with the planned timetable - it would be circulated in the week of October 12th, 2020, with a closing date of November 20th. Jeannette Frey said that it is important to ensure that Participants from all geographic areas of the LIBER network participate in the survey. The LIBER Office would monitor the responses receive and contact Executive Board representatives to advertise the survey where needed. A discussion within the Executive Board followed and several suggestions were proposed.

The LIBER Office would incorporate the comments and would circulate the survey for testing to the following Executive Board members: Giannis Tsakonas, Cecile Swiatek, Agnès Ponsati, Bertil Dorch and Adam Sofronijevic.

2. Vision for the LIBER Training Programme

Bertil Dorch presented the paper on the LIBER Training Programme vision. With the development of a new Training Programme, LIBER aimed to extend its current training activities and to target library professionals from various levels of management. Astrid Verheusen noted that LIBER should present a clear service offer to its membership and that the LIBER Training Programme would serve as an umbrella programme encompassing all related training activities. Several members of the Board felt that the proposal needed to be clearer in specifying areas of interest and skills development, and that it should have a clear focus on the desired target groups. Giannis Tsakonas pointed out that it should also encompass training activities that relate to projects. Bertil Dorch stated that approving the vision was necessary as a first step, before drafting the action plan to realise it.

The Executive Board approved the vision for the LIBER Training Programme. An action plan would be formulated in consultation with the LIBER Working Groups and presented during the February 2021 meeting.



3. Anti-Discrimination Discussion Paper

Bertil Dorch presented a paper recommending an Anti-Discrimination Plan of Action to the Executive Board. This paper had been drafted by a small team from the Digital Humanities and Digital Cultural Heritage Working Groups. It called for a plan to support diversity while setting forth several recommendations on how this could be achieved. A discussion within the Board followed. It was agreed that this was an important discussion, and Jeannette Frey pointed out that inclusivity and openness were intrinsic library values, and so central to LIBER. It was agreed that the importance of inclusivity and diversity should be better communicated to the LIBER network. Together with Jeannette Frey, Astrid Verheusen would draft the response of the Executive Board to the Digital Humanities and Digital Cultural Heritage Working Groups. A workshop on diversity in libraries would be organised by the LIBER Office.

EXECUTIVE BOARD MEETING

4. Apologies

Dr Andreas Brandtner (on 14 October 2020)

5. Minutes of the Meetings: Online, June 2020

The minutes were approved.

6. Matters Arising

No matters arising.

7. EU Activities

7.1 Europeana Report

Julien Roche presented the Europeana report to the Executive Board.

7.1.1 Application: Advisory Board Europeana

Europeana had revised its constitution and was currently in the process of reorganising its governance between a Supervisory Board and an Advisory Board. LIBER had been invited to be represented on the Advisory Board. Julien Roche recommended that Adam Sofronijevic should be our representative.

The Executive Board approved the proposal, and Adam Sofronijevic would apply to join the Europeana Advisory Board.

7.2 International Projects Report

Astrid Verheusen presented the pre-circulated International Projects Report to the Executive Board highlighting LIBER's key achievements in the period up to October 2020. Vasso Kalaitzi was participating in the EOSC Skills & Training Working Group which further promoted the involvement of LIBER in EOSC. The EOSC Co-Creation budget had been approved for the organisation of the Workshop Series focusing on the interaction of research libraries and EOSC. On the Arcadia project, discussions had resumed with the rest of the project partners to finalise the Governing and Advisory Board. Two submitted Erasmus+ proposals on Citizen Science had been declined and LIBER was currently in the process of an appeal regarding the rejection of the project focusing on Citizen Science in South-East Europe. The LIBER Projects Database survey, part of LIBER's new services portfolio, was finalised and ready to be circulated at the end of October 2020. Executive Board members noted the excellent work invested in building a strong foundation for LIBER to be involved in projects.

7.3 SCOSS Progress Report

Giannis Tsakonas presented the pre-circulated report to the Executive Board. The initiative had managed to

gather a significant amount of funding with the contributions of 250 institutions from 18 countries. The SCOSS Advisory Group had discussed and shortlisted five service infrastructures which expressed their interest in the third round. The main concerns which had been expressed were related to the challenge of providing a safe and accessible financial environment for any potential investor in light of the potentially negative effects of COVID-19. The LIBER Office would contribute to raising awareness about SCOSS by helping with the organisation of a webinar. It was agreed that Michael Borchert, Vanessa Proudman, Giannis Tsakonas and Agnès Ponsati Obiols would liaise with the LIBER Office to plan the organisation of the webinar.

7.4 SPARC Europe

Agnès Ponsati Obiols is LIBER's representative on the SPARC Europe Board, and provided an update to the Executive Board. The last Board meeting had taken place in July 2020, with the main discussions revolving around the new strategic plan for 2022-2024. A draft had been discussed internally and the final version would be published by the end of October 2020. SPARC Europe had also participated in the OA Diamond survey and had joined as a partner in the Arcadia project. In addition, SPARC Europe had received a grant from the HP Foundation to begin a two-and-a-half-year programme on Open Education. From the LIBER Board, Cécile Swiatek and Hilde van Wijngaarden were involved in the Open Education programme of SPARC Europe.

7.4.1 SPARC Europe – change in statutes

Astrid Verheusen presented the proposed changes to the statutes of SPARC Europe. Board members were reminded that any changes in their statutes had to be approved by the LIBER Executive Board. It was pointed out that the changes proposed did not have any impact on the LIBER membership of the SPARC Europe Board, as its terms of office would remain flexible rather than following the new pattern of two three-year terms that was proposed. Another item for approval had been the ANBI (Dutch Public Benefit Organisation status), requested by SPARC Europe. Obtaining ANBI status was an arduous process but it resulted in an organisation being classified as having an educational role. This could be beneficial to LIBER, and Hilde van Wijngaarden would collaborate with Astrid Verheusen to explore the possibility of LIBER pursuing ANBI status.

The Executive Board approved the changes in the SPARC Europe statutes. Astrid Verheusen would inform Vanessa Proudman of this decision and SPARC Europe would start the official signing process.

7.5 EOSC Membership

Jeannette Frey presented the pre-circulated paper to the Board. LIBER had been asked to apply to EOSC for membership. Membership costs were estimated to be approximately €10,000 per year. A discussion within the Executive Board followed. It was agreed that it would be beneficial for LIBER to be an active member of EOSC, and that LIBER should apply for membership. Astrid Verheusen would evaluate all current LIBER memberships and determine which ones are the most valuable ones for the organisation.

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 last reporting period had been exceptional because of the impact of COVID-19. The Metrics Working Group had been disbanded and one final report from its members had been published on Zenodo. The Chairs of the Open Access and Citizen Science Working Groups had participated in the panel “Open Science and the Management of a Cultural Change” in the Academic & Scholarly Publishing session of the Frankfurt Book Fair Online. Five applications for the Innovative Peer Review Working Group had been received thus far. Any recommendations for members should be sent to Giannis Tsakonas.

8.1.1 Metrics Working Group – Final Report

The final report of the Metrics Working Group was presented to the Executive Board for information. It was agreed that further work could have been done to focus on future actions and meaningful recommendations

directed towards libraries.

8.2 Digital Skills & Services

Bertil Dorch presented the pre-circulated report to the Executive Board. He thanked Cécile Swiatek for her hard work as former chair of the Digital Skills & Services Working Group. The Digital Humanities Working Group was planning to host a webinar in November.

8.2.1 Revised Planning - LIBER Leadership Programmes

The revised plan for the LIBER Leadership Programmes was presented to the Executive Board. The original programme of the Seminar and the Journées had been severely affected by COVID-19 restrictions. A new revised timeline was presented and the need to search for new coaches as of 2022 was highlighted. It was recommended that a Plan B would be drafted by Hilde van Kiel in case the revised plan should need to be reassessed. The Leadership Working Group had scheduled two webinars on the theme of Leading in Times of Crisis, and it would be important to align these with the virtual Roundtable scheduled for December 4th, 2020.

The Executive Board approved the revised plan for the Leadership Programmes.

8.2.2 Revised Guidelines - LIBER Journées

Cécile Swiatek presented the revised guidelines for the organisation of the LIBER Journées. It had been decided that because of the nature of the LIBER Journées it was important that this remained a live, in-person event, and not delivered in an online format.

The Executive Board approved the revised guidelines for the LIBER Journées.

8.3 Research Infrastructure

Birgit Schmidt presented the pre-circulated report to the Executive Board. She noted a number of important activities carried out by the Working Groups and highlighted the FIM4L recommendations report. The recommendations articulated by the Working Group would be an important document to be used during discussions with publishers.

8.3.1 Endorsement of the FIM4L recommendations by the LIBER Executive Board

Birgit Schmidt recommended that the LIBER Executive Board should both publish and actively endorse the FIM4L Recommendations report. This was agreed.

8.3.2 Data Science WG: Proposal for Next Steps

Birgit Schmidt suggested that Executive Board members should submit names of potential members of the Data Science Working Group to her.

9. LIBER Quarterly Update

John MacColl briefly updated the Executive Board on LIBER Quarterly. The new Editorial Board had been established in June, and Trudy Turner had already begun her work as Managing Editor, replacing Raf Dekeyser, who was still involved as Layout Editor.

The Executive Board agreed that LIBER would arrange for a gift to be sent to Raf Dekeyser for his dedicated and hard work over many years as the Managing Editor of LIBER Quarterly.

10. LIBER Partnerships

10.1 MoUs Update

Julien Roche presented the updated Partnerships proposal to the Executive Board. A pilot working group with representatives from LIBER and ADBU had been formed and a partnership proposal had been formulated for a meaningful future collaboration between the two associations. The proposal had been drafted by Julien Roche as the representative of LIBER and Marc Martinez as the representative of ADBU.

The proposal had already been approved by the Executive Board of ADBU. A discussion within the Executive Board followed. It was agreed that this would be a good starting point to define the collaboration, but further refinement was necessary. Julien Roche stated that the proposal was intended to serve as a pitch for the partnership, and that further work would be taken on by representative working groups both from LIBER and ADBU.

Julien Roche would connect Astrid Verheusen and Marc Martinez to formulate the final version of the proposal to be presented for decision at the February 2021 Executive Board meeting.

INTERNAL BUSINESS PROCESSES

11. LIBER Office

11.1 Update: Rules & Regulations

John MacColl presented the updated version of the Rules & Regulations paper to the Executive Board. The paper had initially been presented and discussed at the June 2020 Executive Board meeting. He reiterated the need for changes to the current LIBER Statutes and Rules & Regulations, as the LIBER network had grown a lot in the last few years and there was therefore an increased interest from LIBER Participants in participating in the LIBER Executive Board. The current constitution, as expressed by the Articles of Foundation and the Rules & Regulations, left a number of areas of ambiguity which required to be clarified - particularly in relation to the appointment of Vice-President and President, and on the question of length of tenure of Board members.

The following key recommendations were proposed to the Board: any member of the Board, or Participant representative, may stand for appointment as Vice-President, and this should become a two-year term. The President should also serve for two years and then leave the Board. If the appointment is of a Board member on their third two-year term of office, they should be granted one further two-year term in order to serve as Vice-President, and then a two-year term as President. No former member of the Board may seek reappointment for a period of four years after leaving the Board.

The appointment of the Secretary-General and the Treasurer should be made by the Board from within its current membership, or from outwith the Board. If made from outwith the Board, these count as Board appointments, of which the total permitted number is three. Both roles require reappointment by the second Meeting of Participants after the appointment - but they remain as designated 'Board appointments' for the duration of their tenure. That is also true of any third Board appointment that may exist.

The Expert Adviser role would be phased out after 2022.

Executive Board members were supportive of these recommendations. John MacColl, in collaboration with Astrid Verheusen, would draft the final proposal for the changes to LIBER's Rules & Regulations and - if required - to the LIBER Articles of Foundation, to be presented during the February 2021 meeting with a vote of the Board required to approve them. If approved by the Executive Board, the proposal would then be presented to the 2021 Annual Meeting of Participants for its approval.

11.2 Information about the LIBER Extranet

Astrid Verheusen presented the pre-circulated paper which summarised recent changes to the Foundation's IT environment and its new website. A consequence of the changes is that the LIBER Extranet, which was previously available to Board members as well as Office staff, is no longer accessible. The archived documentation which it held has been migrated to the new Sharepoint structure, which can only be accessed by Office staff. Any member of the Board wishing to consult archival documentation should do so by making a request to the Office using the new Office email address: liber@libereurope.org.

12. Report of the Finance Committee

Hilde van Wijngaarden presented the report of the Finance Committee, which broke down into the following elements.

12.1 2020 Profit & Loss including Forecast

Astrid Verheusen presented the 2020 Profit & Loss report. She noted that COVID-19 had severely affected LIBER's Events income, resulting in a loss of €74.000. At the same time, Events expenditure had also reduced, but less than expected because of higher staff costs. The Finance Committee recommended that the LIBER Office should consider hiring extra project staff to deal with forthcoming project deliverable deadlines.

The Executive Board approved the 2020 Profit & Loss report.

12.2 2021 Preliminary Budget

Hilde van Wijngaarden presented the 2021 Preliminary Budget to the Executive Board. She mentioned that this budget assumed that all physical events would resume normally in 2021. Astrid Verheusen noted that income from Sponsors had reduced in comparison to previous years, since Sponsors generally wished to see a return from in-person events.

The Executive Board approved the 2021 Preliminary Draft Budget. The Budget would be reassessed by the end of the year and any changes to the Budget would be approved via email by the end of 2020, and then presented to the Board for formal approval at the February 2021 meeting.

12.3 Finance Committee Recommendations

The following items were all approved by the Executive Board:

- 2020 Profit & Loss Report
- Preliminary Draft Budget 2021

13. LIBER Annual Conferences

13.1 LIBER 2020 Online: Conference Evaluation

Astrid Verheusen presented the report on the LIBER 2020 Online Conference Evaluation. She stressed that 2020 had been an exceptional year as because of COVID-19, the LIBER Office had had to organise and execute from scratch the first ever LIBER Online Conference. Rather than the work devolving in the usual way to the local host, it had instead been done entirely by the LIBER Office. The Executive Board congratulated the LIBER Office for the dedicated work and the excellent organisation of the online conference.

13.2 LIBER 2020 Online: Survey results

Astrid Verheusen presented the analysis of the LIBER 2020 Online survey. Overall, most attendees highly rated the online conference with only minor issues mentioned. It was suggested that the report resulting from the survey would be of value to other organisations currently organising online events.

Heli Kautonen pointed out that it should be reported that the registration process for the online conference had been cumbersome, and that this aspect should be revised for LIBER's next online event.

13.3 LIBER Conference 2021 Report

Julien Roche presented the pre-circulated Conference Programme Committee (CPC) report to the Executive Board. The CPC had agreed on the conference theme, sub-themes and on potential keynote speakers for the LIBER 2021 Conference. Because of COVID-19 restrictions, it was proposed that a new Task Force would be created to edit the current Conference Manual to reflect the reality of organising more online events, create a financial model for online LIBER conferences, and commission external support in the organisation of online events. Virtual meetings of the Task Force would be arranged before December 2020 to inform the Executive Board on the desirable course of action for the LIBER Conference in 2021. The Task Force would be comprised of Anja Smit, Hilde van Wijngaarden, Heli Kautonen, Adam Sofronijevic, Julien Roche, Astrid

Verheusen and Athina Papadopoulou.

The Executive Board approved the CPC proposal.

13.4 Annual Conference Fund: Qualifying Countries

Astrid Verheusen presented the proposal on the Annual Conference Fund for 2021. She explained that the number of funds available was still based upon the premium collected from the 2019 Annual Conference in Dublin.

The Executive Board approved this proposal.

13.5 Future Annual Conferences

John MacColl presented the Future Annual Conferences list to the Executive Board. He mentioned that it was still the intention that the 50th LIBER Annual Conference in June 2021 would be hosted in Belgrade, Serbia but - even if it had to be an online event again - it remained a major anniversary for LIBER, and should be celebrated. He noted that there was no shortage of venues and interested local hosts for the next several years. It was agreed that the list of venues would be updated to include venues for the LIBER Mid-term events in the future.

Contact had been made with the new Library Director at the University of Ghent, which was scheduled to host the Conference in 2022. Information had been requested by Ghent on the nature of the commitment. Astrid Verheusen and Julien Roche would respond and to discuss the signing of the Memorandum of Agreement.

14. Report of the Appointments Committee

John MacColl reported that there had been three resignations from the LIBER Office over the past few months: Friedel Grant, Senior Communications Advisor, Nienke van Schaverbeke, Partnerships & Events Manager (both at end-August) and Martina Torma, Communications & Community Engagement Officer (from 9th December). The replacements for these positions had been made internally in some cases, and externally in others - though some were still pending. The Committee had discussed the reasons behind the recently observed high staff turnover and agreed that a combination of factors had contributed to this: the difficulty of integrating new young staff during the pandemic; the difficulty of maintaining team cohesion when all staff are working remotely; and the unsettling effect of resignations happening close together. A key problem identified was the growing effect of heavy workload on the Office, which had arisen partly in response to the recommendations of the Sustainability proposal, which had been passed by the Meeting of Participants in 2019. It had been decided that the Secretary-General job description should be amended to include the role of 'ombudsman', acting as a neutral 'third party' to whom Office staff could turn in the event of having difficulties that they wished to discuss outwith the Office structure. The Committee also highlighted the interplay between Office work and Projects work and the need to establish a better balance between the two.

It was agreed that the Appointments Committee would meet again during the February 2021 Executive Board meetings.

15. Executive Board

15.1 Current Membership Profile

John MacColl presented the latest version of the Executive Board membership. It was agreed that those members of the Board eligible for reappointment should let John MacColl know of their intentions as soon as possible. Bertil Dorch confirmed that he would not be standing for a third two-year term on the Board after June 2021.

16. Executive Director's Report

Astrid Verheusen presented the pre-circulated report to the Executive Board. The report addressed all LIBER Business that had not been covered elsewhere in the agenda. The Office's IT migration had been successfully concluded in September 2020 with only minor details remaining to be settled. She highlighted the collaboration

between LIBER and OCLC in co-hosting the OCLC-LIBER Open Science Discussion Series. Another set of workshops focusing on EOSC would be launched in January 2021 in collaboration with Scientific Knowledge Services led by Tiberius Ignat. An update on the LIBER new Services portfolio would be presented during the February 2021 Meetings.

17. Communications Report

Astrid Verheusen presented the Communications report prepared by LIBER's Interim Communications Manager, Stella Pahinis. After Friedel Grant's departure, Stella Pahinis had taken on all work related to LIBER's communications, ensuring that all services to our members had been maintained.

18. Important Events for LIBER

Astrid Verheusen presented the list of important events for LIBER. Board members were encouraged to inform the Office when participating in events representing LIBER.

19. Any other business

Jeannette Frey noted that it was important to launch the preparations for development of the next LIBER Strategy early, and that an initial planning document would be presented during the February 2021 meetings.

Hilde van Wijngaarden mentioned that a new Working Group on Education was still in progress following a workshop she had hosted during LIBER 2020 Online. She would contact the co-organisers of the workshop, Heli Kautonen and Linda Vidlund, and propose further actions on the formation of the Working Group.

20. Dates of future meetings:

FEBRUARY 2021: ONLINE			
<i>DEADLINE FOR AGENDA ITEMS: 21ST JANUARY 2021</i>			
<i>DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): 28TH JANUARY 2021</i>			
Finance Committee	Wednesday	10 February 2021:	09:00 – 10:30
Executive Board Discussion Slot	Wednesday	10 February 2021:	11:00 – 14:00
Executive Board First Meeting	Thursday	11 February 2021:	09:00 – 12:00
Appointments Committee	Thursday	11 February 2021:	13:00 – 14:30
Steering Committee Chairs	Friday	12 February 2021:	10:00 – 11:00
Executive Board Second Meeting	Friday	12 February 2021:	12:00 – 14:30

SUMMARY OF ACTIONS

Para.	Action	Responsible	Status
EB Meetings, October 2019			
1.c	Action plan LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)	Hilde van Wijngaarden / Astrid Verheusen	
EB Meetings, February 2020			
8.1	Test the LIBER Sponsorship Guidelines	Astrid Verheusen	

	with potential Sponsors/Partners		
13.	Discuss the housing costs of the LIBER Office with the KB	Astrid Verheusen	
EB Meetings, June 2020			
2.	LIBER Office to connect with the Steering Committees and Working Groups to establish connections between libraries & EOSC	Astrid Verheusen / Giannis Tsakonas / Bertil Dorch / Birgit Schmidt	
8.4	Discussion with Vanessa Proudman regarding next steps on the EOSC Roadmap	Astrid Verheusen	
10.1	Contact partners of MoUs which will lapse	John MacColl	
EB Meetings, October 2020			
1.	Incorporate all comments and test the COVID-19 Survey	Astrid Verheusen	
2.	Consult LIBER Working Groups and present an Action Plan for the LIBER Training Programme	Astrid Verheusen / Bertil Dorch	
3.	Executive Board response letter to be sent to the Digital Humanities and Digital Cultural Heritage Working Groups	Astrid Verheusen / Jeannette Frey	
3.	Plan the organisation of a LIBER Workshop on diversity and inclusivity	Astrid Verheusen / Bertil Dorch	
7.1.1	Adam Sofronijevic to apply to the Europeana Advisory Board	Adam Sofronijevic / Julien Roche	
7.3	Organisation of a SCOSS Webinar	Giannis Tsakonas / Agnès Ponsati Obiols / Astrid Verheusen	
7.4.1	Explore the possibility of acquiring ANBI Status for LIBER	Astrid Verheusen / Hilde van Wijngaarden	
7.4.1	Official approval of the change in SPARC Europe's Statutes	Astrid Verheusen	
7.5	Apply for an EOSC Membership	Astrid Verheusen / Jeannette Frey	
7.5	Evaluate ongoing LIBER Memberships	Astrid Verheusen	
8.1	Recommend members for the Innovative Peer Review Working Group	All	
8.2.1	Devise a Plan B for the Leadership	Bertil Dorch / Astrid	

	Programme	Verheusen	
8.3.1	Endorsement of the FIM4L recommendations	Astrid Verheusen / Jeannette Frey	
8.3.2	Recommend members for the Data Science Working Group	All	
9.	Arrange a gift for the retirement of Raf Dekeyser	Astrid Verheusen	
10.1	Final proposal for the LIBER / ADBU Partnership	Astrid Verheusen / Julien Roche	
11.1	Finalise the updated document of the Rules & Regulations and the Statutes	John MacColl	
12.1	LIBER Office should consider hiring extra project staff to deal with forthcoming project deliverable deadlines.	Astrid Verheusen	
12.2	Any changes to the 2021 Budget to be approved via email by the end of 2020, and Budget presented to the Board for formal approval at the February 2021 meeting.	Hilde van Wijngaarden/Astrid Verheusen	
13.2	Consider sharing the Online Conference survey report with other organisations.	Astrid Verheusen	
13.2	Improve registration process for next Online Conference.	Astrid Verheusen / Athina Papadopoulou	
13.5	Add possible Mid-term Event venues to the list	John MacColl	
13.5	Finalise discussions with the University of Ghent for 2022	Astrid Verheusen / Julien Roche	
14	Secretary-General remit to include 'ombudsman' role	John MacColl	
14	Appointments Committee to meet during February EB meetings diet	Astrid Verheusen/Roos Knigge	
16.	Update on the New Services planning	Astrid Verheusen	
19.	Prepare for the next LIBER Strategy	Jeannette Frey / Astrid Verheusen	
19.	Resume planning for the Education Working Group	Hilde van Wijngaarden	

November 2020

