



EB0321

## Minutes of the Executive Board meetings held online on Wednesday 20 and Thursday 21 October 2021.

**Present:** Ms Jeannette Frey (President), Mr Julien Roche (Vice-President), Ms Anja Smit (Secretary-General), Dr Hilde van Wijngaarden (Treasurer), Dr Heli Kautonen, Dr Giannis Tsakonas, Dr Birgit Schmidt, Prof Lars Burman, Dr Andreas Brandtner, Dr Adam Sofronijević, Ms Cécile Swiatek, Dr Jessica Gardner, Ms Astrid Verheusen (Executive Director), Ms Roos Knigge (Operations Coordinator), Mr Maurits van der Graaf (Pleiade Management & Consultancy, on 21 June).

**Apologies:** Dr Andreas Brandtner, Dr Andrea De Pasquale, Dr Giannis Tsakonas

### Wednesday 20 October

#### Executive Board Discussion Slot

##### 1. LIBER Strategy 2023 – 2026/2027

During the Discussion Slot, the Executive Board was informed on the progress of the LIBER Strategy 2023 – 2026/2027 by consultant Maurits van der Graaf, who had been developing the future strategy since May 2021 in cooperation with the Strategy Task Force (consisting of Jeannette Frey, Julien Roche, Anja Smit, Hilde van Wijngaarden, Giannis Tsakonas, Birgit Schmidt, Heli Kautonen, Lars Burman, Cécile Swiatek, Astrid Verheusen, Elizabeth Bethlehem, and Roos Knigge). Maurits van der Graaf provided the Executive Board with an overview of the strategy development process, after which Jeannette Frey presented the strategy framework as drafted by Maurits van der Graaf in close collaboration with the Strategy Task Force.

The Executive Board then had the opportunity to discuss whether they deemed the vision of the strategy to be sufficiently compelling and substantial, whether elements of the vision would need to be rephrased or reformulated, and whether the proposed strategic priorities could underpin LIBER's agenda to accomplish any of the desired changes for the period 2023 – 2026/2027. During their discussion, the Executive Board provided various suggestions regarding the content and phrasing of sections of the strategy draft. The Board asked Maurits van der Graaf to approach two people from the LIBER network belonging to national libraries to gain their feedback on the draft, as the perspective of national libraries had not yet been included in the development process. After the plenary discussion, the Executive Board was divided into two groups. These subgroups were asked to consider what potential organisational changes would be necessary in order to successfully implement the strategy, what competencies would be required from the LIBER Office and the wider LIBER network for the implementation, and how the strategy could incorporate or fit into LIBER's European project activities. To conclude the Discussion Slot, both groups then summarised their discussions.

Maurits van der Graaf would write and circulate a report of the meeting and would continue to develop the draft ahead of the upcoming strategy related meetings and workshops.

#### Executive Board First Meeting

##### 2. Apologies

Giannis Tsakonas (on 20 October), Andreas Brandtner (on 20 October). Additionally, on 20 October, Andrea De Pasquale had informed the Executive Board of his immediate resignation as Board member after leaving his post as library director to become the general director of the Italian Central State Archives.



### **3. Minutes of the Meetings: June 2021**

At Heli Kautonen's request, the minutes of the June Executive Board meeting were corrected to state that the new name of the formerly called Digital Humanities & Digital Cultural Heritage Working Group had been suggested by the Working Group itself. The minutes were then approved.

### **4. Matters arising**

No matters arising

### **5. Finance Committee Report**

The Report of the Finance Committee was presented by Hilde van Wijngaarden, Treasurer and Chair of the Finance Committee. At the time of the Finance Committee meeting, the Committee had not yet found a replacement to fill the seat vacated by Bertil Dorch after the 2021 Meeting of Participants. This vacancy would be filled by Jessica Gardner after the October Executive Board meetings.

#### **5.1 2021 Profit & Loss including Forecast**

The Profit & Loss Report and Forecast indicated that, for 2021, project efforts had remained lower than previously expected mainly due to the COVID-19 pandemic and personnel issues. This loss in income would need to be carried by the LIBER foundation reserves. The topic of financial insecurity related to project income would also be discussed under agenda item 5.3. After all questions had been answered, the Profit & Loss Report until October 2021 and Forecast was approved by the Executive Board.

#### **5.2 2022 Preliminary Budget**

Astrid Verheusen explained the 2022 Preliminary Budget. She stated that this version of the Budget had intentionally been designed to be as sparse as possible, because the projected income from five project proposals currently under consideration by the European Committee could not yet be included. In case any of the submitted proposals would be approved, the Budget would be adjusted accordingly. Hilde van Wijngaarden added that until the Budget would be adjusted, no financial commitments could be made to cover the new services previously promised to the LIBER network, the second LIBER-ADBU study as originally planned, and the envisioned study with DFFU similar to LIBER's collaboration with ADBU. Hilde van Wijngaarden stressed that it could be expected that several of the project proposals would be approved. Birgit Schmidt mentioned the possibility of applying for a Library Carpentry membership. After deciding that this would be discussed at the Steering Committee Chairs meeting on 21 October, the 2022 Preliminary Budget was approved by the Executive Board.

#### **5.3 Sustainability of the LIBER office and activities**

On Anja Smit's request, the Executive Board established a task force to investigate the structural vulnerability of LIBER's current business model mainly caused by its participation in international projects. This group would consist of Anja Smit, Hilde van Wijngaarden, Astrid Verheusen and one additional Executive Board member and would discuss their preliminary findings at the February Executive Board meetings. Jessica Gardner volunteered to join the task force.

#### **5.4 Finance Committee Recommendations**

The following was presented to the Executive Board as recommended by the Finance Committee:

- Approval of the 2021 Profit & Loss including Forecast
- Approval of the 2022 Preliminary Budget
- Establishment of the Sustainability Task Force

## ***STRATEGIC DIRECTIONS***

### **6. EU Activities**

#### **6.1 International Projects**

### **6.1.1 International Projects Report**

Astrid Verheusen presented the International Projects Report. She announced that the search for Vasso Kalaitzi's replacement as Head of International Projects was still ongoing. Despite the vacancy, work on all active projects had continued. Furthermore, the new project Knowledge Rights 21 had officially been launched in September and as mentioned earlier, five highly relevant project proposals had been submitted. Updates on the proposals could be expected by the second quarter of 2022. For the proposals, the Projects Database had been used and would be expanded in the near future.

### **6.2 SCOSS Report**

Giannis Tsakonas reported on recent SCOSS activities. The organisation had managed to collect over € 3,000,000 in funding with multiple infrastructures reaching their target amounts. Furthermore, SCOSS had recently finished the first draft of their strategy. After his report, Giannis Tsakonas answered various questions mainly related to the financial contributions per country and/or national organisations. He would ask the organisation for more detailed information on this topic. Julien Roche pointed out that LIBER could play a prominent role in international structures operating similarly to SCOSS.

### **6.3 SPARC Europe**

Cécile Swiatek was approved to represent LIBER on the SPARC Europe Board of Directors. Astrid Verheusen would notify SPARC Europe of this change.

### **6.4 EOSC Update**

Astrid Verheusen provided an update on LIBER's activities as an EOSC member. She stated that the application for the research engagement task force had been approved and that LIBER would have voting rights at the upcoming EOSC assembly in December 2021.

## **7. Steering Committees**

### **7.1 Digital Skills & Services**

#### **7.1.1 Steering Committee Report**

Heli Kautonen presented the Digital Skills & Services Steering Committee Report. The Leadership Programmes Working Group would organise the LIBER Journées for Library Directors in Budapest in 2022 and in Berlin in 2024. Julien Roche suggested reopening the Call for 2022 Journées applications in case any free spots had become available. Cohort 6 of the Emerging Leaders Programme would start in 2022, and the Working Group had requested to move the start of cohort 7 from 2024 to 2025 to avoid an excessive workload for its members. Additionally, new Emerging Leaders Programme trainers would need to be found after the current trainers would end their involvement when cohort 6 would finish the programme in 2023. The Executive Board approved the request to postpone the start of cohort 7 to 2025.

After discussing the Leadership Programme Working Group, Heli Kautonen continued summarising the Steering Committee Report and stated that the Digital Scholarship & Digital Cultural Heritage Collections Working Group had begun their work after the group had been rebranded.

During the discussion of the Digital Skills & Services Working Groups, the Executive Board suggested advertising that interested parties affiliated with LIBER Participants could apply to join all active Working Groups. This suggestion would be put forward to the relevant Office staff.

### **7.2 Innovative Scholarly Communication**

#### **7.2.1 Steering Committee Report**

Giannis Tsakonas presented the Innovative Scholarly Communication Steering Committee Report. Updates for the Copyright and Legal Matters Working Group included the launch of the Knowledge Rights 21 project in September, the lack of activity on the Zero Embargo campaign, and the contribution to two letters on e-book prices in the United Kingdom and Ireland. The Citizen Science Working Group had requested that LIBER should sign Memoranda of Understanding with two relevant organisations (agenda item 7.2.3), and would publish their guide on Citizen Science for research libraries at the end of 2021. The Educational Resources Working Group had had their first meetings to start planning deliverables and activities. The Open Access Working Group had continued to work on revising their

negotiation principles publication. The lack of progress of the Innovative Peer Review Working Group would be discussed under agenda item 7.2.2.

### **7.2.2 Innovative Peer Review WG**

Giannis Tsakonas explained that despite the Call for Members for the Innovative Peer Review Working Group, not enough potential members had been found. Furthermore, none of the respondents had indicated their willingness to chair the Working Group. He asked the Executive Board whether this Working Group should be postponed, or cancelled at this time. Some members of the Executive Board were in favour of postponing the Working Group until the next LIBER strategy would start in 2023, others stated that it would be better to proactively cancel the group. It was decided that the Working Group would not be launched due to the lack of interest, but that the topic and respondents to the Call for Members could potentially be connected to LIBER Quarterly instead. The Executive Board agreed that the Working Group could be relaunched once the relevant community would be more structured.

### **7.2.3 Citizen Science WG MoUs**

The Citizen Science Working Group had proposed and drafted two Memoranda of Understanding between LIBER and European Citizen Science Association and SciStarter. The Working Group had deemed these two organisations as relevant partners. The Executive Board approved of this proposal and agreed to sign both Memoranda of Understanding provided that the partnerships would not create a heavy workload for the LIBER Office. Giannis Tsakonas would arrange to finalise this with the Citizen Science Working Group, Astrid Verheusen, and Julien Roche.

## **7.3 Research Infrastructure**

### **7.3.1 Steering Committee Report**

Birgit Schmidt presented the Research Infrastructure Steering Committee Report. She stated that the Steering Committee Secretary would leave their role per December 2021. The chair of the Research Data Management Working Group had announced their intention to step down and Birgit Schmidt would look for their successor. The Data Science in Libraries Working Group had been established and would focus on various technical issues whilst ensuring that their scope would differ from Research Data Management by being more analytical. The Federated Identity Management 4 Libraries Working Group had continued the promotion of their efforts. Work on the LIBER Architecture Group's seminar in April 2022 had been ongoing, but the group had not provided any updates on their proposed autumn 2021 webinar. As the Steering Committee's contact with LAG had continued to be challenging, the group would be discussed at the upcoming Steering Committee Chairs meeting.

## **7.4 Training Programme**

Astrid Verheusen presented the Training Programme report compiled by Tatsiana Yankelevich, LIBER's Training Coordinator. Not much progress had been made on this since the previous Executive Board meetings. A meeting between Tatsiana Yankelevich, Astrid Verheusen, and Maurits van der Graaf to discuss implementation of the programme in the next strategy had taken place. Furthermore, Working Groups had been contacted to provide feedback on the current training programme draft. Astrid Verheusen stated that she would expect the programme to be finalised in 2022. It would also be discussed at the Steering Committee Chairs meeting on 21 October to address the role of all Working Groups in the programme.

## **Thursday 21 October**

### **Executive Board Second Meeting**

#### ***INTERNAL BUSINESS PROCESSES***

## **8. LIBER Quarterly**

### **8.1 LIBER Quarterly Update**

Anja Smit presented the LIBER Quarterly Update as prepared by Managing Editor Trudy Turner. She reported that LIBER Quarterly had performed well overall. As the vacancy for the Chair of the Editorial Board had not been filled, Anja Smit and Trudy Turner would discuss additional ways to advertise the position shortly after the October Executive Board meetings. Jeannette Frey then asked about the risk assessment provided by Trudy Turner, to which Anja Smit responded that this assessment showed that the majority of LIBER Quarterly's activities had been going as

planned. She added that she had not been concerned by the outcomes of the assessment. Birgit Schmidt asked if LIBER Quarterly's policies had been published as she had not been able to find little information or clear advice on its approach to research data such as data availability statements or recommended catch-all repositories. LIBER Quarterly Editorial Board member Heli Kautonen replied that Birgit Schmidt was correct in this regard and stated that the topic had been mentioned to Trudy Turner who would take care to address it in more detail, adding that she would welcome any advice from the Executive Board on how to do so. Birgit Schmidt suggested to look at already published standards and statements. Hilde van Wijngaarden then mentioned LIBER Quarterly's recently shifted focus to Library & Information Science research and practice. She noted that this shift in focus could mean that LIBER Participants would be less inclined to publish in LIBER Quarterly, considering that the majority of Library & Information Science research would not be conducted by research library staff but rather by researchers not directly connected to libraries. Heli Kautonen responded that LIBER Quarterly's previous focus had been highly research-oriented and that the Editorial Board had decided to shift their attention to library professionals. However, she agreed with Hilde van Wijngaarden that it would be important to understand the differences between the work of research library professionals and Library & Information Science scholars.

The discussion then moved to the topic of LIBER Quarterly volunteers, and the LIBER Quarterly Update was concluded after Birgit Schmidt suggested that the Editorial Board could look into keeping a public list of reviewers in order to use their existing volunteer network more efficiently.

## **8.2 LIBER Quarterly and LIBER Office Collaboration**

Astrid Verheusen informed the Executive Board on the ongoing collaboration between LIBER Quarterly and the LIBER Office. The LIBER Office would promote LIBER Quarterly's activities more than they had done previously and would involve the journal more closely in the run-up to the 2021 Winter Event and 2022 Annual Conference in the hope that the events' speakers would publish their research through LIBER Quarterly. Birgit Schmidt suggested that the possibility of publishing Winter Event and Annual Conference contributions on the LIBER Quarterly platform could be added to the Calls for Papers. She added that LIBER Quarterly could consider having a dedicated section for shorter event-related content so as to avoid burdening speakers with much additional work.

Astrid Verheusen also mentioned that LIBER Quarterly's shift to publishing best practices would mean that their output might be closer than before to core LIBER publications such as guidelines and recommendations. Trudy Turner, Astrid Verheusen, and LIBER's Communications Manager Elizabeth Bethlehem would write a content plan to clarify what content would be published by LIBER, LIBER Quarterly, or both.

## **9. LIBER Partnerships**

### **9.1 LIBER Partnerships & Memberships**

During the discussion on LIBER's partnerships and memberships, it was decided that this standing agenda item would become Anja Smit's responsibility as Secretary-General after this meeting.

Astrid Verheusen explained that she had not yet finished contacting all organisations with which LIBER had signed Memoranda of Understanding in the past. Some Memoranda of Understanding might need to be renewed, and the approval of the two Memoranda of Understanding proposed by the Citizen Science Working Group would require additional attention as well.

When reviewing LIBER's current memberships, Julien Roche and Astrid Verheusen mentioned the memberships of the EOSC Association and the Research Data Alliance in particular, stressing the importance of the latter in light of the proposed direction of the 2023 – 2026/2027 LIBER strategy.

### **9.2 ADBU**

Astrid Verheusen provided an update on the ongoing collaboration between LIBER and ADBU which had been delayed for various reasons. She explained that the timeline as originally agreed for the first joint study had proven to be too ambitious and that the tender published at the beginning of 2021 had not been clear enough to attract any respondents who could conduct the study. The two committees consisting of LIBER and ADBU representatives who would oversee the study had continued their work, and both committees would aim to publish the improved tender in the near future. Birgit Schmidt offered to provide feedback on the new tender. Astrid Verheusen continued by mentioning that ADBU had proposed to launch a second study in 2022 but that she felt that this would be too early. She suggested to focus on delivering one high-quality study before starting the second. The Executive Board agreed with this proposed course of action.



## 9.3 DFFU

Julien Roche informed the Executive Board on the progress made by LIBER and DFFU. Prior to the October meetings, the first round of discussions had successfully been concluded and both organisations could now proceed to draft a Memorandum of Understanding. This Memorandum of Understanding could be ready to be signed in February 2022, after which the first LIBER-DFFU study could be launched. Although the study would be conducted in Denmark, its results could be relevant to the wider European community so the aim would be for this collaboration to culminate in the publication of recommendations and best practices. The Executive Board then discussed the study's proposed subject: potential partnerships between Danish research libraries and technology companies. Various concerns related to this subject were raised, but Julien Roche emphasised that DFFU, having a thorough understanding of the Danish research library world, had been convinced that this would be a valuable research topic. He expressed confidence that the study could bring interesting perspectives to light even if the Danish situation would turn out not be comparable to other European countries. The study would also provide LIBER with an opportunity to explore different directions. It was suggested that this proposal should be designed to potentially connect the study to both LIBER's future strategy and current and/or future Working Groups. Jeannette Frey suggested that the proposed study should be mentioned to Maurits van der Graaf so he could incorporate the topic into the strategy draft. Heli Kautonen stated that she would like to be closely involved in the study due to her interest in its subject.

## 10. Winter Event

Hilde van Wijngaarden gave the Executive Board a virtual tour of the venue at the VU Library where the Winter Event would be held on 9 and 10 December, after which Astrid Verheusen summarised the work that had been conducted by the Winter Event Task Force consisting of herself, Athina Papadopoulou, Roos Knigge, Heli Kautonen, Hilde van Wijngaarden and Cécile Swiatek. The theme of 'Engagement Now! Research Libraries Connecting with User Communities' had been chosen because of its relevance to all Working Groups and project partners, who had submitted ten proposals in total. All proposals had been accepted and would take place in three blocks of parallel sessions. Additionally, three plenary sessions had been scheduled, and the event's programme had been designed to provide ample opportunities for social activities as well.

Hilde van Wijngaarden stated that although the current COVID-19 restrictions would not presently affect the proposed programme, it would be difficult to predict how the situation would develop over the coming weeks. She expressed her concerns that stricter measures such as travel restrictions would be reinstated which could have negative consequences for the event. She would be able to offer testing at the event venue.

Astrid Verheusen then explained that the task force had previously decided to treat the 2021 Winter Event as a pilot in various ways: it would be the first-ever Winter Event and the first in-person event since early 2019. It would also show the network's degree of willingness to travel internationally for a LIBER event. She stressed that from the beginning, the task force had been preparing for a small crowd. Hilde van Wijngaarden then mentioned that the booked spaces at the VU could be cancelled without incurring significant costs until early December.

Various members of Executive Board stated that they would be in favour of going ahead with organising the Winter Event as planned despite the concerns for added COVID-19 restrictions. The Executive Board also agreed with the task force's intention to not investigate hybrid options for this event.

## 11. LIBER Annual Conferences

### 11.1.1 LIBER 2021 Online: Conference Evaluation

Chair of the Conference Programme Committee Julien Roche presented the 2021 Conference Evaluation report. He summarised various figures and reflected on the joint organisation of the conference by the company hired by the University Library of Belgrade and the LIBER Office. This had been the first time for such a collaboration and this had had both advantages and disadvantages, but overall, the 2021 Annual Conference had been a great success. Various issues that would need to be discussed ahead of future events had come to light, such as the need for updated financial models: unlike physical conferences, the 2020 and 2021 Annual Conferences had been free of charge which might not be sustainable going forward. It would therefore be important to create a new business model for online and/or hybrid events.

Another lesson learned from the past online conferences had been the significant differences in the process of organising in-person versus virtual events. This would mean that the format of large events such as Annual Conferences and Winter Events should be decided far in advance.

Furthermore, the report stated that options for organising high-quality hybrid events should be investigated. This

suggestion was discussed at length by the Executive Board and led to the conclusion that it would be likely that the LIBER network would like to attend hybrid and/or online events even after the end of the COVID-19 pandemic, although they could not fully replace in-person events. However, organising both in-person and virtual versions of large events would add significantly to the workload of the LIBER Office which should be taken into account in any future decisions regarding this issue. Related to this suggestion and the previously mentioned need for additional financial models, the Board also touched on the role of LIBER and Annual Conference sponsors at hybrid or online events. Astrid Verheusen noted that all sponsors had been highly positive about their experiences at the 2021 online conference. She also explained that additional participation options for sponsor could be explored at future events. Another suggestion mentioned in the report would be the review of the role of the Conference Programme Committee members, which could be expanded to involve the CPC in the design of the conference programme. The Executive Board indicated that this topic should be treated carefully in order to avoid overburdening the CPC. Hilde van Wijngaarden suggested asking the members about their preferred role and tasks within the committee. Julien Roche stated that a call for new CPC members would be published shortly to help share the workload of the current members.

In the Conference Evaluation report, it was also suggested that LIBER should provide training for moderators and speakers participating in online events as the 2021 Conference report had shown that the room for improvement in this area.

Finally, the report stated that LIBER should play a more active role in the future selection of third party companies instead of these partnerships being selected by events' local hosts. This would ensure smoother collaboration between all partners.

### **11.1.2 LIBER 2021 Online: Survey Results**

Astrid Verheusen presented the main conclusions from the survey held amongst LIBER 2021 Online attendees. Overall, attendees had indicated that they would likely join free virtual events in the future.

### **11.2 LIBER Conference 2022 Report & Preliminary budget**

Julien Roche stated that the theme for the 2022 Annual Conference had been formulated after discussions within the CPC in September. The proposed theme, 'Libraries in the research and innovation landscape - supporting, partnering, leading', would provide opportunities to position libraries as important players and leaders on topics such as Open Science and data management. It would also address the criticism LIBER had received in the past about its perceived neglect of research libraries other than university libraries. Both arguments would stress the vital role national libraries could play as they had been acting as leaders in research for some time. The Executive Board approved the theme. To make sure that national libraries would be firmly imbedded in the conference, Julien Roche proposed to have a national librarian such as Aslak Myhre, director of the Norwegian National Library, as one of the keynote speakers. Suggested candidates for the other keynote slots included Christine L. Borgman, Distinguished Research Professor of Information Studies at the University of California, Los Angeles, and Margrethe Vestager, Executive Vice-President for A Europe Fit for the Digital Age and Competition, European Commission. It was decided that the first two suggested speakers would be invited on to give keynote speeches on behalf of LIBER. 2022 Co-host SDU would approach Margrethe Vestager. Other potential keynote speakers could be discussed amongst the members of the Executive Board via email.

Julien Roche then proceeded by explaining the preliminary budget which was drafted after consulting with SDU. He mentioned that this version of the budget was not yet final and could be modified if necessary. The preliminary budget was approved by the Executive Board.

After the budget was approved, Cécile Swiatek had various general questions about Annual Conference fees. She asked whether LIBER applied limits for Participant fees, whether discounts could be offered to non-Participants booking their tickets early, and whether people could attend pre-Conference events without having registered for the Annual Conference itself. Jeannette Frey, Julien Roche, and Astrid Verheusen concluded that further investigation into these issues might be necessary before answering Cécile Swiatek's questions.

### **11.3 Future Annual Conferences & Winter Events**

Anja Smit presented the overview of future Annual Conferences and Winter Events venues that had either been confirmed or had shown interest in hosting.

## **12. Executive Board Profile & Responsibilities**

### **12.1 Executive Board Profiles**

Anja Smit presented the overview of the terms and roles of all current Executive Board members. Astrid Verheusen asked about the Executive Board's plans to proceed after Andrea De Pasquale's resignation from the Board. Jeannette Frey responded that she had considered Andrea De Pasquale's email as his formal letter of resignation. Julien Roche suggested that Jeannette Frey and himself would discuss this matter and devise a course of action. Heli Kautonen asked Anja Smit whether her role on the LIBER Quarterly Editorial Board should be mentioned in the Executive Board Profiles document as she had been asked to join the Editorial Board in her capacity as Executive Board member. This suggestion was accepted.

The members then discussed the future composition of the Executive Board. As Jeannette Frey's final term as President would conclude in 2022, her successor would be elected at the 2022 Meeting of Participants. Julien Roche announced his intended candidacy for this position. Astrid Verheusen pointed out that Julien Roche's candidacy would leave his current seat vacant and therefore also mean that a new Vice-President should be elected. Furthermore, Lars Burman and Giannis Tsakonas would reach the end of their current terms in 2022, with Lars Burman being eligible for re-election for an additional two-year term and Giannis Tsakonas concluding his time on the LIBER Executive Board after having served three two-year terms. The vacancy left by Andrea De Pasquale would also need to be filled by Meeting of Participants voters, either by electing a candidate nominated by the LIBER network or by approving a candidate appointed by the Executive Board.

## **12.2 Legal Changes**

As mentioned at previous Executive Board meetings, the current LIBER foundation statutes would need to be amended to remain compliant with Dutch laws. These changes would need to be approved by a two thirds majority of both the Executive Board and the Meeting of Participants. Because of this, the Executive Board agreed that all changes should be discussed in 2022. Once the content of the new statutes would be agreed upon, the text of the proposed amendments would then be drafted by a notary after which the Board and Meeting of Participants would cast their votes, likely taking place in 2023. This timeline would also mean that these changes would coincide with the start of the next strategy period.

Anja Smit referred the Executive Board to the Legal Changes paper and invited the Executive Board to send any questions they might have to Astrid Verheusen and herself via email.

## **12.3 Liability Insurance**

Similar to agenda item 12.2, Anja Smit asked the Executive Board to send any questions regarding the Executive Board liability insurance to Astrid Verheusen and herself over email.

# **13. LIBER Communications**

## **13.1 Communications Report**

Astrid Verheusen summarised the Communications Report created by Elizabeth Bethlehem. LIBER communication channels had been performing very well with the exception of the website. She pointed out that within the Office, more attention would be paid to communication elements other than branding and marketing such as improving engagement with, and knowledge of, the LIBER network.

## **13.2 Strategy Update 2021**

Astrid Verheusen then presented the Strategy Update on LIBER's activities in 2021. This document would be shared with the network as part of the November Quarterly Mailing.

# **14. Executive Director's Report**

In the Executive Director's Report, Astrid Verheusen had stated relevant matters not covered in other Executive Board papers. She mentioned that the LIBER Office had undergone multiple personnel changes during the period and that due COVID-19 restrictions, the Office had been forced to work from home. Only since those restrictions had been eased in August, the full onboarding process of new staff members had started to take place. She explained that she did not expect the previously mentioned vacant position of Head of International Projects to be filled before January 2022 despite having interviewed various suitable candidates. She indicated her preference for finding a senior candidate to balance out the rest of the team.

During this agenda item, the Executive Board took the opportunity to express their gratitude to Astrid Verheusen for her continuous hard work as Executive Director.



## 15. Committee Reports

### 15.1 Appointments Committee Meeting

Anja Smit provided a brief recap of the Appointments Committee meeting that had taken place the previous day. She reiterated various Office staff-related points made by Astrid Verheusen, Hilde van Wijngaarden and herself at earlier meetings and agenda items. Additionally, she briefly mentioned the Office appraisal schedule and a potential small risk caused by certain employee benefits that had been established in a previous version of the collaborative labour agreement applicable to the LIBER Office. She concluded her report by stating that the Appointments Committee would meet at the February 2022 Executive Board meetings ahead of their required annual meeting in October 2022.

### 15.2 Steering Committee Chairs Meeting

Jeannette Frey gave an overview of the matters discussed at the Steering Committee Chairs meeting on 20 October, which had been the planning of Working Groups, the previously discussed removal of the Innovative Peer Review Working Group and the start of the Educational Resources Working Group which had recently started looking for a Working Group chair. She mentioned that the Steering Committees had been spending less than they had originally budgeted for, which meant that this budget could be used to join the Library Carpentries. At the meeting, the suggestion to become a Carpentries member as a one-year pilot had been approved. The Office would devise a plan to answer some questions that had arisen from this decision. Furthermore, it was mentioned at the meeting that the Office would advertise the fact that the LIBER network could apply to join any existing Working Group as had previously been decided under agenda item 7.1.1.

## 16. Any other business

There was no other business.

## 17. Future Executive Board Meetings

The Board discussed the location for the February meetings. It was decided that Astrid Verheusen would contact the provisional host of the 2023 Annual Conference (the Hungarian Academy of Sciences Library in Budapest) to see if the February meetings could potentially take place at the 2023 Conference venue. The dates for the February meetings had been previously set and would not change.

---

### 10-11 FEBRUARY 2022: ONLINE

*DEADLINE FOR AGENDA ITEMS: 21 JANUARY 2022*

*DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): 28 JANUARY 2022*

Finance Committee	Thursday	10 February	09:00 – 10:30 CET	<a href="https://us06web.zoom.us/j/84676574204">https://us06web.zoom.us/j/84676574204</a>
Executive Board Discussion Slot	Thursday	10 February	10:30 – 12:30 CET	<a href="https://us06web.zoom.us/j/82661121204">https://us06web.zoom.us/j/82661121204</a>
Executive Board First Meeting	Thursday	10 February	13:00 – 16:00 CET	<a href="https://us06web.zoom.us/j/87525575943">https://us06web.zoom.us/j/87525575943</a>
Steering Committee Chairs	Thursday	10 February	16:00 – 17:00 CET	<a href="https://us06web.zoom.us/j/82990521734">https://us06web.zoom.us/j/82990521734</a>
Appointments Committee Meeting	Thursday	10 February	17:00 – 18:00 CET	<a href="https://us06web.zoom.us/j/88999476228">https://us06web.zoom.us/j/88999476228</a>
Executive Board Second Meeting	Friday	11 February	09:00 – 12:30 CET	<a href="https://us06web.zoom.us/j/87086301267">https://us06web.zoom.us/j/87086301267</a>

---

### 4-8 JULY 2022: SDU, ODENSE, DENMARK

*DEADLINE FOR AGENDA ITEMS: 15 JUNE 2022*

*DEADLINE FOR SUBMISSIONS (PAPERS/REPORTS): 22 JUNE 2022*

---

**Anja Smit**  
**January 2022**

## SUMMARY OF ACTIONS

	Action	Responsible
c/f	Action plan – LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)	Hilde van Wijngaarden / Astrid Verheusen
c/f	Test LIBER Sponsorship Guidelines with potential sponsors/partners	Astrid Verheusen
c/f	Establish closer collaboration on European projects between LIBER Office and Steering Committees/Working Groups	Heli Kautonen / Giannis Tsakonas / Birgit Schmidt / Astrid Verheusen
c/f	Suggest writing a report on the implementations of the Copyright European Directive to the Copyright Working Group	Giannis Tsakonas
c/f	Look into funding options for the new training programme	Hilde van Wijngaarden / Astrid Verheusen
c/f	Investigate possible Working Group roles in the new training programme	Heli Kautonen / Giannis Tsakonas / Birgit Schmidt / Astrid Verheusen
c/f	Include an explanation of Open Science in relation to the new training programme in the training programme's next draft	Heli Kautonen / Astrid Verheusen
c/f	Update and share Artificial Intelligence and Scholarly Communication memo	Giannis Tsakonas
<b>Executive Board meetings October 2021</b>		
5.3	Set up Sustainability Task Force and brief EB on preliminary findings in February	Anja Smit
6.2	Provide more detailed SCOSS information	Giannis Tsakonas
6.3	Notify SPARC Europe of Cécile Swiatek's appointment as LIBER representative	Astrid Verheusen
7.1.1	Consider reopening Journées applications	Heli Kautonen / Astrid Verheusen
7.1.1	Advertise possibility of joining active Working Groups	Astrid Verheusen
7.2.2	Connect respondents to Innovative Peer Review WG Call for Members with LIBER Quarterly	Giannis Tsakonas
7.2.3	Finalise MoUs proposed by Citizen Science WG	Giannis Tsakonas / Julien Roche / Astrid Verheusen
7.3.1	Find replacements for Research Data Management WG Chair and Steering Committee Secretary	Birgit Schmidt
7.3.1	Discuss difficulties regarding contact with LIBER Architecture Group at Steering Committee Chairs meeting	Birgit Schmidt
7.4	Discuss training programme at Steering Committee Chairs meeting	Astrid Verheusen
8.1	Fill LIBER Quarterly Chair vacancy	Anja Smit
8.1	Address lack of clarity regarding LIBER Quarterly's data policies	Anja Smit

8.1	Consider publishing list of previous LIBER Quarterly reviewers	Anja Smit
8.2	Mention possibility of publishing contributions through LIBER Quarterly in Winter Event and Annual Conference Call for Papers	Astrid Verheusen
8.2	Draft LIBER Quarterly – LIBER communications content plan	Astrid Verheusen
8.2	Suggest creating a separate LIBER Quarterly section for shorter Winter Event/Annual Conference contributions	Anja Smit
9.2	Provide feedback on rewritten ADBU tender	Birgit Schmidt
9.2	Republish ADBU tender	Astrid Verheusen
9.3	Draft DFFU MoU	Julien Roche / Astrid Verheusen
9.3	Explain DFFU proposal to Maurits van der Graaf	Astrid Verheusen
11.1	Formulate next steps based on lessons learned from 2021 Conference Evaluation	Julien Roche / Astrid Verheusen
11.1	Publish Call for CPC Members	Julien Roche
11.2	Approach LIBER keynotes	Astrid Verheusen
11.2	Look into Cécile Swiatek's general questions regarding Annual Conference fees	Jeannette Frey / Julien Roche / Astrid Verheusen
12.1	Discuss replacing Andrea De Pasquale	Jeannette Frey / Julien Roche
12.1	Add LIBER Quarterly Editorial Board role to Executive Board Profiles document	Anja Smit
12.2	Send questions about upcoming legal changes to Anja Smit and Astrid Verheusen	All Executive Board members
12.3	Send questions about Executive Board liability insurance to Anja Smit and Astrid Verheusen	All Executive Board members
15.2	Set up Library Carpentries membership	Astrid Verheusen
17.	Finalise location for February EB meetings	Astrid Verheusen / Anja Smit
c/f	<i>: Carried forward from previous Summary of Actions (excluding standing agenda items)</i>	