

## EB0122 Minutes

The EB0122 Minutes should be read in conjunction with the related documents, where relevant mentioned per agenda (sub-)item. A full summary of actions arising from the EB0122 meetings can be found at the end of the Minutes.

### LIBER EXECUTIVE BOARD MEETINGS: 10 – 11 February 2022

**Present:** Jeannette Frey (**JF**, President), Julien Roche (**JR**, Vice-President; Conference Programme Committee Chair), Anja Smit (**ASm**, Secretary-General), Hilde van Wijngaarden (**HvW**, Treasurer; Finance Committee Chair), Heli Kautonen (**HK**, Digital Skills & Services Steering Committee Chair), Giannis Tsakonas (**GT**, Innovative Scholarly Communication Steering Committee Chair), Birgit Schmidt (**BS**, Research Infrastructure Steering Committee Chair), Lars Burman (**LB**), Jessica Gardner (**JG**), Adam Sofronijević (**ASo**), Cécile Swiatek (**CS**), Astrid Verheusen (**AV**, Executive Director), Roos Knigge (**RK**, Operations Coordinator), Maurits van der Graaf (**MvdG**, LIBER Strategy Consultant, Pleiade Management en Consultancy. Present at Discussion Slot only)

**Absent:** Andreas Brandtner (**AB**)

## 10 February 2022

### EXECUTIVE BOARD DISCUSSION SLOT

#### 1. LIBER Strategy 2023 – 2026/2027 for discussion / for approval

The final proposal of the LIBER Strategy 2023 – 2027 (EB0122.1b; EB0122.1d) was approved after being presented by MvdG.

The implementation of the 2023 – 2027 Strategy (EB0122.1c) was discussed, resulting in actions **I**; **II**; **III**; **IV**; **V**.

### EXECUTIVE BOARD FIRST MEETING

#### 2. Apologies

AB would be absent at the EB0122 meetings.

#### 3. Minutes of the Meetings: October 2021 (EB0321) for approval

The Minutes (EB0321) were approved.

#### 4. Matters arising

##### 4.1 Action Summary: October 2021 for discussion

Action	Responsible	Status
Action plan – LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)	HvW/AV	action <b>VI</b>
Test LIBER Sponsorship Guidelines with potential sponsors/partners	AV	action <b>VII</b>
Establish closer collaboration on European projects between LIBER Office and Steering Committees/Working Groups	HK/GT/BS/AV	action <b>VIII</b>
Suggest writing a report on the implementations of the Copyright European Directive to the Copyright Working Group	GT	remove from action summary
Look into funding options for the new training programme	HvW/AV	action <b>IX</b>
Investigate possible Working Group roles in the new training programme	HK/GT/BS/AV	action <b>X</b>
Include an explanation of Open Science in relation to the new training programme in the training programme's next draft	HK/AV	action <b>XI</b>
Update and share Artificial Intelligence and Scholarly Communication memo	GT	completed

Set up Sustainability Task Force and brief EB on preliminary findings in February	ASm	<b>completed</b>
Provide more detailed SCOSS information	GT	<b>completed</b>
Notify SPARC Europe of CS's appointment as LIBER representative	AV	<b>completed</b>
Consider reopening Journées applications	HK/AV	on <b>agenda</b>
Advertise possibility of joining active Working Groups	AV	<b>remove</b> from action summary
Connect respondents to Innovative Peer Review WG Call for Members with LIBER Quarterly	GT	<b>completed</b>
Finalise MoUs proposed by Citizen Science WG	GT/JR/AV	<b>completed</b>
Find replacements for Research Data Management WG Chair and Steering Committee Secretary	BS	<b>completed</b>
Discuss difficulties regarding contact with LIBER Architecture Group at Steering Committee Chairs meeting	BS	<b>remove</b> from action summary
Discuss training programme at Steering Committee Chairs meeting	AV	on <b>agenda</b>
Fill LIBER Quarterly Chair vacancy	ASm	on <b>agenda</b>
Address lack of clarity regarding LIBER Quarterly's data policies	ASm	on <b>agenda</b>
Mention possibility of publishing contributions through LIBER Quarterly in Winter Event and Annual Conference Call for Papers	AV	<b>completed</b>
Draft LIBER Quarterly – LIBER communications content plan	AV	<b>action XII</b>
Suggest creating a separate LIBER Quarterly section for shorter Winter Event/Annual Conference contributions	ASm	on <b>agenda</b>
Provide feedback on rewritten ADBU tender	BS	<b>action XIII</b>
Republish ADBU tender	AV	<b>completed</b>
Draft DFFU MoU	JR/AV	<b>completed</b>
Explain DFFU proposal to MvdG	AV	<b>completed</b>
Formulate next steps based on lessons learned from 2021 Conference Evaluation	JR/AV	<b>remove</b> from action summary
Publish Call for CPC Members	JR	<b>completed</b>
Approach LIBER keynotes	AV	<b>completed</b>
Look into CS's general questions regarding Annual Conference fees	JF/JR/AV	<b>action XIV</b>
Discuss replacing Andrea De Pasquale	JF/JR	on <b>agenda</b>
Add LIBER Quarterly Editorial Board role to Executive Board Profiles document	ASm	on <b>agenda</b>
Send questions about upcoming legal changes to ASm and AV	EB	<b>action XV</b>
Send questions about Executive Board liability insurance to ASm and AV	EB	<b>completed</b>
Set up Library Carpentries membership	AV	on <b>agenda</b>
Finalise location for February EB meetings	AV/ASm	<b>completed</b>

## 5. Finance Committee Report

### 5.1 2021 Budget

#### 5.1.1 2021 Profit & Loss *for approval*

The 2021 Profit & Loss (EB0122.5.1.1a; EB0122.5.1.1b) was approved after being presented by HvW and AV.

#### 5.1.2 2021 Draft Annual Account *for discussion*

The 2021 Draft Annual Account (EB0122.5.1.2) was discussed after being presented by HvW and AV.

### 5.2 2022 Budget *for approval*

The 2022 Budget (EB0122.5.2a; EB0122.5.2b) was presented by HvW. Following the Finance Committee's advice, the 2022 Budget was rejected. HvW and AV were asked to amend the 2022 Budget. The budget for 2022 would be approved after making various changes (actions **XVI**; **XVII**; **XVIII**). The discussion of the 2022 Budget also resulted in actions **XIX**; **XX**.

### 5.3 LIBER Participants Overview 2021 *for information / for approval*

The 2021 overview of LIBER Participants (EB0122.5.3) was presented by HvW. The list of Participants to be removed due to not fulfilling their obligations was approved.

#### **5.4 Proposal Indexing Participants Fees per 2023 for approval**

The Indexing Participants Fees per 2023 Proposal (EB0122.5.4) was approved after being presented by HvW and AV.

#### **5.5 Finance Committee Recommendations for approval**

The Finance Committee Recommendations were listed by HvW and followed as recommended:

- Terminate the Particpantship of Participants who have not paid their Annual Fees for two consecutive years
- Approve the 2021 Profit & Loss overview
- Approve the 2021 Annual Account
- Reject the 2022 Budget
- Approve the Participant Fees indexing proposal

### **STRATEGIC DIRECTIONS**

#### **6. EU Activities**

##### **6.1 International Projects Report for information**

The International Projects Report (EB0122.6.1) was presented by AV, resulting in action **XXI**.

##### **6.2 SCOSS for information**

Reports on SCOSS's progress (EB0122.6.2a) and global participation (EB0122.6.2b) were presented by GT.

##### **6.3 SPARC Europe for information**

An oral update on SPARC Europe was provided by CS. No meetings had taken place since CS was appointed as LIBER representative on the SPARC Europe Board of Directors.

##### **6.4 EOSC update for information**

The EOSC report (EB0122.6.4) was presented by AV, resulting in action **XXII**.

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

##### **7.1 Digital Skills & Services Report for information**

The Digital Skills & Services Report (EB0122.7.1) was presented by HK, resulting in actions **XXIII**; **XXIV**.

##### **7.2 Innovative Scholarly Communication**

###### **7.2.1 Innovative Scholarly Communication Report for information**

The Innovative Scholarly Communication Report (EB0122.7.2.1) was presented by GT, resulting in action **XXV**.

###### **7.2.2 Artificial Intelligence and Scholarly Communication for information**

The Artificial Intelligence and Scholarly Communication memo (EB0122.7.2.2) was presented by GT, resulting in action **XXVI**.

##### **7.3 Research Infrastructure Report for information**

The Research Infrastructure Report (EB0122.7.3) was presented by BS.

##### **7.4 Training Programme for information**

An oral update on the LIBER Training Programme was provided by AV, who reported that development of the programme was ongoing and that more support from the EB might be necessary in the future.

11 February 2022

## EXECUTIVE BOARD SECOND MEETING

### INTERNAL BUSINESS PROCESSES

#### 8. Sustainability of the LIBER office and activities *for discussion*

The Sustainability of the LIBER office and activities (EB0122.8) report was discussed, resulting in action **XXVII**.

#### 9. LIBER Quarterly *for information*

An oral update on LIBER Quarterly's activities was provided by ASm, who reported that previous EB suggestions had not yet been implemented after having been communicated to the LIBER Quarterly Editorial Board. ASm also explained that the Editorial Board would continue the search for their new Chair resulting in action **XXVIII**.

#### 10. LIBER Partnerships

##### 10.1 LIBER Partnerships & Memberships *for information*

The LIBER Partnerships & Memberships (EB0122.10.1) overview was presented by ASm.

##### 10.2 ADBU *for information*

An oral update on the LIBER-ADBU studies was provided by AV, who reported that a second Call for Proposals had recently been published and would remain open until spring 2022.

##### 10.3 DFFU *for information*

An oral update on the LIBER-DFFU study was provided by JR, who stated that more information would be shared at future EB meetings.

#### 11. LIBER Annual Conferences

##### 11.1 CPC Report *for information*

The CPC Report (EB0122.11.1) was presented by JR, who had reported the addition of three new CPC members during the First Meeting on 10 February .

##### 11.2 LIBER Conference 2022 Preliminary budget *for information / for approval*

The LIBER 2022 Preliminary budget (EB0122.11.2) was approved after being presented by JR, resulting in action **XXIX**.

##### 11.3 LIBER 2023 MoA *for information*

The LIBER 2023 MoA update (EB0122.11.3) was presented by ASm.

##### 11.4 Future Annual Conferences & Winter Events *for information*

The Future Annual Conferences & Winter Events overview (EB0122.11.4) was presented by ASm, resulting in actions **XXX**; **XXXI**; **XXXII**.

#### 12. Executive Board

##### 12.1 Executive Board Profiles *for information*

The Executive Board Profiles overview (EB0122.12.1) was presented by ASm.

##### 12.2 Executive Board Composition

###### 12.2.1 Andrea De Pasquale Vacancy *for information / for discussion*

The EB seat left vacant by Andrea De Pasquale's departure was discussed, resulting in action **XXXIII**.

### 12.2.2 Executive Board Nominations *for information / for discussion*

The Executive Board Nominations update (EB0122.12.2.2) was discussed. The EB stated their preference to use one Board Appointment nomination to ensure the EB could continue to successfully represent various types of European research libraries.

## 13. LIBER Communications

### 13.1 Communications Report *for information*

The Communications Report (EB0122.13.1) was presented by AV.

### 13.2 Communications Plan 2022 *for information*

The 2022 Communications Plan (EB0122.13.2) was presented by AV, resulting in actions **XXXIV**; **XXXV**.

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

The Executive Director's Report (EB0122.14) was presented by AV, resulting in action **XXXVI**.

## 15. Committee Reports

### 15.1 Steering Committee Chairs Meeting *for information*

An oral account of the Steering Committee Chairs Meeting was provided by JF. JF reported that the Federated Identity Management for Libraries Working Group would cease their activities at the end of 2022. The previously approved proposal to apply for a one-year Library Carpentry membership had been delayed and would be investigated in the future. The active Working Groups would furthermore be approached about their places in the 2023 – 2027 Strategy. The Steering Committee Chairs Meeting report resulted in actions **XXXVII**; **XXXVIII**.

## 16. Any other business *for discussion*

There was no other business.

## 17. Future Executive Board Meetings

4-8 JULY 2022: UNIVERSITY LIBRARY OF SOUTHERN DENMARK, ODENSE				
4/7	Deadline for Agenda Items: 15 June			
	Deadline for Submissions (Papers/Reports): 22 June			
	12:00	13:00	Executive Board lunch	Library Teaching room (Undervisning Lokale)
	12:30	13:15	Appointments Committee meeting	Library Teaching room (Undervisning Lokale)
	13:15	14:30	Finance Committee meeting	Library Teaching room (Undervisning Lokale)
	14:30	16:00	Executive Board discussion slot	Library Teaching room (Undervisning Lokale)
5/7	16:00	17:00	Steering Committee Chairs meeting	Library Teaching room (Undervisning Lokale)
	18:00	21:00	Executive Board dinner	Oluf Baggers Gård Restaurant
	09:30	12:30	Executive Board first meeting	Library Teaching room (Undervisning Lokale)
5/7	12:30	13:00	Executive Board lunch	Library Teaching room (Undervisning Lokale)
	15:00	16:00	Informal meeting with the LIBER Office	Library Teaching room (Undervisning Lokale)
8/7	09:30	10:30	Executive Board second meeting	Library Teaching room (Undervisning Lokale)
13-14 OCTOBER 2022: UPPSALA UNIVERSITY LIBRARY				
13/10	Finance Committee meeting		14/10	Executive Board second meeting
	Executive Board discussion slot			
	Executive Board first meeting			
	Steering Committee Chairs meeting			
	Appointments Committee meeting			
FEBRUARY 2023: TO BE DETERMINED				
3-7 JULY 2023: HUNGARIAN ACADEMY OF SCIENCES, BUDAPEST				
3/7	Finance Committee meeting			
	Executive Board discussion slot			

Steering Committee Chairs meeting	4/7	Executive Board first meeting	7/7	Executive Board second meeting
-----------------------------------	-----	-------------------------------	-----	--------------------------------

## Summary of Actions after EB0122

- I **Executive Board** Appoint (co-)Chairs for Steering Committees for the *Engaged and Trusted Hubs, State-of-the-Art Services, Advancing Open Science, and Upskilling the Library Workforce* strategic priorities by 2023
- II **Executive Board** Identify a suitable approach to implement the *Upholding Rights and Values* strategic priority
- III **Executive Board** Notify ASm of potential interest in (co-)Chairing Steering Committee(s)
- IV **ASm** Plan a meeting to investigate connecting current Working Groups to the 2023 – 2027 Strategy
- V **Executive Board** Draft the 2023 – 2027 Strategy implementation plan
- VI **HvW; AV** Action plan – LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)
- VII **AV** Test LIBER Sponsorship Guidelines with potential sponsors/partners
- VIII **HK; GT; BS; AV** Establish closer collaboration on European projects between LIBER Office and Steering Committees/Working Groups
- IX **HvW; AV** Look into funding options for the new training programme
- X **HK; GT; BS; AV** Investigate possible Working Group roles in the new training programme
- XI **HK; AV** Include an explanation of Open Science in relation to the new training programme in the training programme's next draft
- XII **AV** Draft LIBER Quarterly – LIBER communications content plan
- XIII **BS** Provide feedback on rewritten ADBU tender
- XIV **JF; JR; AV** Look into CS's general questions regarding Annual Conference fees after 2022 Conference
- XV **Executive Board** Send questions about upcoming legal changes to ASm and AV
- XVI **HvW; AV** Reduce the budget for the LIBER-ADBU study to €15,000 in 2022 Budget
- XVII **HvW; AV** Move the 2021 financial surplus to the financial reserves
- XVIII **HvW; AV** Allocate funds for 11 LIBER 2022 Fund applicants in 2022 Budget
- XIX **JR** Discuss the LIBER-DFFU study in more detail in late 2022
- XX **AV** Postpone the second LIBER-ADBU study to 2023
- XXI **AV** Emphasise international project results and benefits in communication with LIBER Participants
- XXII **AV** Contact Wilhelm Widmark and Suzanne Dumouchel about periodical EOSC updates
- XXIII **Executive Board** Review the current Steering Committee reporting format as part of the 2023 -2027 Strategy implementation plan
- XXIV **HK** Suggest reopening 2022 LIBER Journées application with the Leadership Programmes Working Group
- XXV **HvW; AV** Discuss the Educational Resources WG members not belonging to LIBER Participant institutions
- XXVI **GT** Update the *Artificial Intelligence and Scholarly Communication* memo periodically
- XXVII **ASm** Continue Sustainability Task Force activities before transferring sustainability responsibilities to the Finance Committee
- XXVIII **ASm** Suggest involving the EB more when searching for the new LIBER Quarterly Chair to Trudy Turner
- XXIX **AV** Discuss reserving LIBER 2022 tickets to ensure all presenters can register with SDU
- XXX **ASm** Contact the European University Institute Library about hosting the 2023 Winter Event
- XXXI **ASm; AV** Finalise the 2022 Winter Event host
- XXXII **ASm** Confirm the Technical University of Cyprus Library's commitment to host LIBER 2024
- XXXIII **JR** Identify suitable Board Appointment candidate from a national library to be appointed at the 2022 Meeting of Participants
- XXXIV **AV; JG** Discuss the relative high number of UK Participants leaving the LIBER network
- XXXV **AV** Develop Participant Satisfaction Survey
- XXXVI **HvW; AV** Report on the VU Library – LIBER Office internship experience and model
- XXXVII **BS** Draft approach for LIBER Carpentries membership
- XXXVIII **HK; GT; BS; AV** Investigate Working Group positions in 2023 – 2027 Strategy