

LIBEREB0222

**LIBER EXECUTIVE BOARD MEETINGS MINUTES: 4-8 July 2022, Odense**

The EB0222 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 EB0222 meetings can be found at the end of the minutes.

**Present:** Andreas Brandtner (AB), Lars Burman (LB), Jeannette Frey (JF, President, 4-5 July), Dóra Gaálné Kalydy (DGK, 8 July), Heli Kautonen (HK), Sara Lammens (SL, 8 July), Julien Roche (JR, Vice-President (4-5 July); President (8 July)), Birgit Schmidt (BS), Anja Smit (ASm, Secretary-General), Adam Sofronijević (ASo), Cécile Swiatek (CS), Giannis Tsakonas (GT, Vice-President (8 July)), Hilde van Wijngaarden (HvW, Treasurer);

Roos Knigge (RK, Operations Coordinator), Astrid Verheusen (AV, Executive Director).

**Absent:** Anna Clements (AC, 8 July).

**4 July**

**DISCUSSION SLOT**

**1. UNESCO Open Science Recommendations implementation (EB0222.1) for discussion (JF)**

The Executive Board discussed the implementations of the UNESCO Open Science Recommendation. The Executive Board decided to consult other organisations about benefits of UNESCO partnerships **action I**, look into potential fees for UNESCO partnership **action II**, contact UNESCO to discuss a LIBER – UNESCO partnership **action III**, and discuss partnering with UNESCO at future Executive Board meeting(s) **action IV**.

**5 July**

**FIRST MEETING**

**2. Apologies for information (JF)**

No apologies.

**3. EB0122 minutes (10-11 February 2022 ) for approval (JF)**

The minutes were approved.

**4. Matters arising**

**4.1 EB0122 action summary for discussion (JF)**

<b>ACTION</b>	<b>RESPONSIBLE</b>	<b>STATUS</b>
Appoint (co-)Chairs for Steering Committees for the <i>Engaged and Trusted Hubs, State-of-the-Art Services, Advancing Open Science, and Upskilling the Library Workforce</i> strategic priorities by 2023	Executive Board	Pending <b>action V</b>
Identify a suitable approach to implement the Upholding Rights and Values strategic priority	Executive Board	Agenda item <b>9.2</b>
Notify ASm of potential interest in (co-)Chairing Steering Committee(s)	Executive Board	Completed
Plan a meeting to investigate connecting current Working Groups to the 2023 – 2027 Strategy	ASm	Completed
Draft the 2023 – 2027 Strategy implementation plan	Executive Board	Agenda item <b>9.1</b>
Action plan – LIBER Participation Trends report: Prepare a proposal for Recommendation 2 (on revising the Annual Conference Fund)	HvW; AV	Agenda item <b>12.2</b>
Test LIBER Sponsorship Guidelines with potential sponsors/partners	AV	Pending <b>action VI</b>
Establish closer collaboration on European projects between LIBER Office and Steering Committees/Working Groups	HK; GT; BS; AV	Pending <b>action VII</b>

Look into funding options for the new training programme	HvW; AV	Pending <b>action VIII</b>
Investigate possible Working Group roles in the new training programme	HK; GT; BS; AV	Pending <b>action IX</b>
Include an explanation of Open Science in relation to the new training programme in the training programme's next draft	HK; AV	Pending <b>action X</b>
Draft LIBER Quarterly – LIBER communications content plan	AV	Pending <b>action XI</b>
Provide feedback on rewritten ADBU tender	BS	Completed
Look into CS's general Annual Conference fees questions after LIBER2022	JF; JR; AV	<b>EB0322</b> agenda
Send questions about upcoming legal changes to ASm and AV	Executive Board	Pending <b>action XII</b>
Reduce the budget for the LIBER-ADBU study to €15,000 in 2022 budget	HvW; AV	Completed
Move the 2021 financial surplus to the financial reserves	HvW; AV	Completed
Allocate funds for 11 LIBER2022 Fund applicants in 2022 budget	HvW; AV	Completed
Discuss the LIBER-DFFU study in more detail in late 2022	HK	<b>EB0322</b> agenda
Postpone the second LIBER-ADBU study to 2023	AV	Completed
Emphasise international project results and benefits in communication with LIBER Participants	AV	Pending <b>action XIII</b>
Contact Wilhelm Widmark and Suzanne Dumouchel about periodical EOSC updates	AV	Pending <b>action XIV</b>
Review the current Steering Committee reporting format as part of the 2023 – 2027 Strategy implementation plan	Executive Board	Agenda item <b>9.1</b>
Suggest reopening 2022 LIBER Journées application to the Leadership Programmes Working Group	HK	Completed
Discuss the Educational Resources WG members not belonging to LIBER Participant institutions	HvW; AV	Pending <b>action XV</b>
Update the <i>Artificial Intelligence and Scholarly Communication</i> memo periodically	GT	Pending <b>action XVI</b>
Continue Sustainability Task Force activities before transferring sustainability responsibilities to the Finance Committee	ASm	Agenda item <b>18</b>
Suggest to involve the EB more when searching for new LQ Chair to Trudy Turner	ASm	Pending <b>action XVII</b>
Discuss reserving LIBER2022 tickets to ensure all presenters can register with SDU	AV	Completed
Contact the European University Institute Library about hosting the 2023 Winter Event	ASm	Completed
Finalise the 2022 Winter Event host	ASm; AV	Completed
Confirm the Technical University of Cyprus Library's commitment to host LIBER 2024	ASm	Pending <b>action XVIII</b>
Identify suitable Board Appointment candidate from a national library to be appointed at the 2022 Meeting of Participants	JR	Completed
Discuss the relative high number of UK Participants leaving the LIBER network	AV; JG	Pending <b>action XIX</b>
Develop Participant Satisfaction Survey	AV	Completed
Report on the VU Library – LIBER Office internship experience and model	HvW; AV	Pending <b>action XX</b>
Draft approach for LIBER Carpentries membership	BS	Pending <b>action XXI</b>
Investigate Working Group positions in 2023 – 2027 Strategy	HK; GT; BS; AV	Pending <b>action XXII</b>

## 5. Finance Committee report

HvW reminded the Executive Board of the Finance Committee vacancy and stated that the Executive Board will receive a message about this next week **action XXIII**.

### 5.1 2021 Annual Accounts (EB0222.5.1) for information (HvW)

HvW presented the 2021 Annual Accounts.

### 5.2 2022 Profit & Loss Jan-May (EB0222.5.2a & EB0222.5.2b) for information (HvW)

HvW presented the Profit & Loss overview of January-May 2022.

### 5.3 Outstanding payments (EB0222.5.3) for information (HvW)

HvW presented the list of outstanding payments.

### 5.4 Participants overview (EB0222.5.4) for information (HvW)

HvW presented the Participants overview.

### 5.5 Participant fee tiers (EB0222.5.5) for information (HvW)

HvW presented the Participant fee tiers paper.

### 5.6 Sustainability Task Force next steps (EB0222.5.6a; EB0222.5.6b; EB0222.5.6c & EB0222.5.7d) for information (HvW)

ASm presented the Sustainability Task Force next steps. The Executive Board will receive overviews of Participants in their countries of residence and/or neighbouring countries so they can approach and inform non-Participant institutions about LIBER Participantship **action XXIV**. Furthermore, CENL will be asked to mention LIBER within their network **action XXV**. HvW will organise a risk assessment workshop at the October 2023 Executive Board meetings **action XXVI**. Additionally, it was decided that LIBER sustainability will become a standing item on future Executive Board meeting agendas.

### 5.7 Finance Committee recommendations for approval (HvW)

The Executive Board approved the Profit & Loss overview as recommended by the Finance Committee.

## 6. Meeting of Participants

### 6.1 Executive Board nominations for information (ASm)

ASm presented the nominations for the vacant Executive Board positions for the Meeting of Participants on 7 July 2022 in Odense, Denmark. The Executive Board furthermore decided to look into the options for online voting at future Meetings of Participants **action XXVII**.

### 6.2 Executive Board reappointments for information (ASm)

ASm presented the Executive Board members to be reappointed by the Meeting of Participants on 7 July 2022.

### 6.3 Executive Board current membership profile (EB0222.6.3) for information (ASm)

ASm presented the current Executive Board membership profile, adding that she would provide a paper listing upcoming vacancies **action XXVIII**. The Executive Board also indicated their intention to review article 8.3 of the current Rules & Regulations **action XXIX**.

## STRATEGIC DIRECTIONS

### 7. EU Activities

#### 7.1 International Projects report (EB0222.7.1) for information (AV)

AV presented the International Projects report.

#### 7.2 SCOSS (EB0222.7.2) for information (GT)

GT presented the SCOSS report. As GT will no longer represent LIBER at the SCOSS Board, a replacement from within the Executive Board will need to be found **action XXX**.

#### 7.3 SPARC Europe (EB0222.7.3) for information (CS)

CS present the SPARC Europe paper.

#### 7.4 EOSC Association – Update (EB0222.7.4) for information (AV)

AV presented the EOSC Association report. It was decided to investigate whether there are LIBER Participants that are also members of the EOSC Association **action XXXI**.

## 8. Steering Committees

### 8.1 Digital Skills & Services (EB0222.8.1) for information (HK)

HK presented the Digital Skills & Services Steering Committee report.

## 8.2 Innovative Scholarly Communication

### 8.2.1 Steering Committee report (EB0222.8.2.1) for information (GT)

GT presented the Innovative Scholarly Communication Steering Committee report.

### 8.2.2 Steering Committee Chair for discussion (JF)

GT will step down as Innovative Scholarly Communication Steering Committee Chair. The Executive Board will be asked to consider taking on this role **action XXXII**.

### 8.3 Research Infrastructure (EB0222.8.3) for information (BS)

BS presented the Research Infrastructure Steering Committee report.

## 9. 2023 – 2027 Strategy

### 9.1 Implementation for discussion (JF)

The Executive Board discussed the implementation of the 2023 – 2027 Strategy. The implementation plan would be drafted by the Chairs of the future Steering Committees **action XXXIII**. This process will take start in September **action XXXIV**. Chairs for the *Engaged and Trusted Hubs*, *State-of-the-Art Services*, *Advancing Open Science*, and *Upskilling the Library Workforce* Steering Committees will need to be appointed **action V**.

### 9.2 Upholding Rights & Values for discussion (JF)

The Executive Board discussed *Upholding Rights & Values* strategic priority. It was decided that LB and ASo would outline a preliminary approach for this priority at the October Executive Board meetings **action XXXV**.

## INTERNAL BUSINESS PROCESSES

### 10. Partnerships

#### 10.1 Partnerships & memberships for information (ASm)

ASm informed the Executive Board of LIBER's current partnerships and memberships.

#### 10.2 ADBU for information (AV)

AV provided an update on the joint LIBER – ADBU study, which is conducted by Maurits van der Graaf (consultant at Pleiade).

#### 10.3 DFFU for information (JR; HK)

HK informed the Executive Board of the progress made on the joint LIBER – DFFU study. The project plan is drafted and will be presented to the Executive Board at the October 2022 meetings **action XXXVI**.

### 11. LIBER Quarterly for information (ASm)

ASm stated that there were no LIBER Quarterly updates. The Executive Board will discuss LQ once a year going forward. JR informed the Executive Board of the close collaboration between LIBER Quarterly and the Conference Programme Committee for LIBER2022.

### 12. Employee handbook (EB0222.12) for approval (AV)

The Executive Board approved version 1.1 of the LIBER employee handbook.

### 13. Communications report (EB0222.13) for information (AV)

AV presented the communications report.

### 14. Executive Director's report (EB0222.14) for information (AV)

AV presented the Executive Director's report.

### 15. Committee reports

#### 15.1 Appointments Committee for information (JF)

ASm reported on the July 2022 Appointments Committee meeting.

#### 15.2 Steering Committee Chairs for information (JF)

JF reported on the July 2022 Steering Committee Chairs meeting. LIBER had recently received two proposals for closer collaboration with existing partner organisations.

8 July

**SECOND MEETING**

**16. Executive Board appointments for information (ASm)**

At the 2022 Meeting of Participants on 7 July, JR was approved as President; GT was approved as Vice-President; AC, DGK, SL were approved as Executive Board Member.

**17. Meeting LIBER Office staff for information (JR)**

The Executive Board met with various LIBER Office staff members.

**18. Annual Conferences & Winter Events**

**18.1 LIBER2022**

**18.1.1 CPC report & budget (EB0222.18.1.1) for information (JR)**

JR presented the LIBER2022 CPC report and budget. It was decided to evaluate LIBER2022 in more detail after having received all information from SDU at the October 2022 Executive Board meetings, to which SDU library director Bertil Dorch will be invited to participate in this discussion online **action XXXVII**. It was decided that the Executive Board will discuss potential changes to the LIBER Annual Conference structure at the October meetings **action XXXVIII**.

**18.1.2 LIBER2022 survey (EB0222.18.1.2) for information (AV)**

AV presented the LIBER2022 survey.

**18.2 Annual Conference Fund (EB0222.18.2a & EB0222.18.2b) for discussion (AV)**

The Executive Board discussed the Annual Conference Fund. It was decided to keep the same number of grants available as in previous years and potentially adjust the sum per grant for inflation and/or introduce a multi-tier system **action XXXIX**. Furthermore, the Executive Board decided to limit the list of Annual Conference Fund countries to those part of the LIBER Participantship B and C categories.

**18.3 Future Conferences & Winter Events (EB0222.18.3) for information (ASm)**

ASm presented the overview of future Annual Conference and Winter Events venues. Hosts for LIBER2023 and LIBER2024, and the 2022 and 2023 Winter Events have been confirmed. The prospective venue for LIBER2025 will be asked to confirm their commitment to host the Annual Conference **action XL**.

**19. Legal changes (EB0222.19a & EB0222.19b) for information (ASm)**

ASm presented the documents related to upcoming legal changes for the LIBER foundation. At the October 2022 Executive Board meetings, proposed amendments to the relevant sections of the articles of foundation will be discussed **action XLI**.

**20. Any other business for discussion (JR)**

It was suggested to have an informal Executive Board meeting at the 2022 Winter Event.

**21. Future Executive Board meetings for information (JR)**

<b>EB0322</b>	<b>13-14 October 2022</b>	<b>Uppsala University Library, Sweden</b>
	21 September	Deadline for agenda items
	28 September	Deadline for submissions (papers/reports)
<b>EB0123</b>	<b>9-10 February 2023</b>	<b>Cyprus University of Technology Library, Limassol</b>
	19 January	Deadline for agenda items
	26 January	Deadline for submissions (papers/reports)
<b>EB0223</b>	<b>3-7 July 2023</b>	<b>Hungarian Academy of Sciences, Budapest</b>
	9 June	Deadline for agenda items
	16 June	Deadline for submissions (papers/reports)

## Action summary after EB0222

<b>I</b>	<b>JR</b>	Consult other organisations about benefits of UNESCO partnerships.
<b>II</b>	<b>CS</b>	Look into potential fee for LIBER – UNESCO partnership.
<b>III</b>	<b>CS; JR</b>	Contact UNESCO to discuss potential LIBER – UNESCO partnership.
<b>IV</b>	<b>CS; JR</b>	Prepare paper on potential LIBER – UNESCO partnership.
<b>V</b>	<b>Executive Board</b>	Appoint SC (co-)Chairs for <i>Engaged and Trusted Hubs</i> , <i>State-of-the-Art Services</i> , <i>Advancing Open Science</i> , and <i>Upskilling the Library Workforce</i> strategic priorities.
<b>VI</b>	<b>AV</b>	Test LIBER Sponsorship Guidelines with potential sponsors/partners.
<b>VII</b>	<b>SC Chairs; AV</b>	Establish closer collaboration on European projects between LIBER Office and SCs/WGs.
<b>VIII</b>	<b>HvW; AV</b>	Look into funding options for new LIBER training programme.
<b>IX</b>	<b>SC Chairs; AV</b>	Investigate possible WG roles in new LIBER training programme.
<b>X</b>	<b>HK; AV</b>	Include explanation of Open Science in relation to new LIBER training programme in next draft.
<b>XI</b>	<b>AV</b>	Draft LIBER – LQ communications content plan.
<b>XII</b>	<b>Executive Board</b>	Send questions about upcoming legal changes to ASm and AV.
<b>XIII</b>	<b>AV</b>	Emphasise international project results and benefits in communication with LIBER Participants.
<b>XIV</b>	<b>AV</b>	Contact Wilhelm Widmark about periodical EOSC updates.
<b>XV</b>	<b>SC Chairs; AV</b>	Discuss WG members not belonging to LIBER Participant institutions.
<b>XVI</b>	<b>GT</b>	Update <i>Artificial Intelligence and Scholarly Communication</i> memo periodically.
<b>XVII</b>	<b>ASm</b>	Keep in contact with Trudy Turner about search for new LQ Chair.
<b>XVIII</b>	<b>GT</b>	Confirm Technical University of Cyprus Library's commitment to host LIBER 2024.
<b>XIX</b>	<b>Executive Board</b>	Discuss relative high number of UK Participants leaving LIBER.
<b>XX</b>	<b>HvW; AV</b>	Report on VU Library – LIBER Office internship experience and model.
<b>XXI</b>	<b>BS</b>	Prepare paper on LIBER Carpentries membership.
<b>XXII</b>	<b>SC Chairs; AV</b>	Investigate current WG positions in 2023 – 2027 Strategy.
<b>XXIII</b>	<b>HvW</b>	Contact Executive Board about FC vacancy.
<b>XXIV</b>	<b>AV</b>	Provide Executive Board with lists of Participants per relevant country.
<b>XXV</b>	<b>JR</b>	Ask CENL to inform network about LIBER Participantship.
<b>XXVI</b>	<b>HvW</b>	Organise risk assessment workshop for October 2022 Executive Board meetings.
<b>XXVII</b>	<b>ASm</b>	Investigate options for online Meeting of Participants voting.
<b>XXVIII</b>	<b>ASm</b>	Present paper on upcoming Executive Board vacancies at October 2022 Executive Board meetings.
<b>XXIX</b>	<b>ASm</b>	Review article 8.3 of LIBER Rules & Regulations.
<b>XXX</b>	<b>JR</b>	Fill SCOSS Board vacancy.
<b>XXXI</b>	<b>AV</b>	Investigate potential Participants and EOSC Association members overlap.
<b>XXXII</b>	<b>JR</b>	Find new Innovative Scholarly Communication Steering Committee Chair.
<b>XXXIII</b>	<b>SC Chairs</b>	Draft 2023 – 2027 Strategy implementation plan and sort existing WGs into future SCs.
<b>XXXIV</b>	<b>AV</b>	Organise 2023 – 2027 Strategy implementation plan meeting in September.
<b>XXXV</b>	<b>LB; ASo</b>	Present preliminary Upholding Rights & Values approach at October 2022 Executive Board meetings.
<b>XXXVI</b>	<b>HK</b>	Present LIBER-DFFU project plan at October 2022 Executive Board meetings.
<b>XXXVII</b>	<b>AV</b>	Invite Bertil Dorch to relevant October 2022 Executive Board meeting to evaluate LIBER2022.
<b>XXXVIII</b>	<b>GT; AV</b>	Present potential changes to conference structure based on CPC report at October 2022 Executive Board meetings.
<b>XXXIX</b>	<b>AV</b>	Look into sum of Annual Conference Fund grants and multi-tier Fund options.
<b>XL</b>	<b>ASm</b>	Approach potential LIBER2025 host for confirmation.
<b>XLI</b>	<b>ASm</b>	Present amendments to LIBER articles of foundation at October 2022 Executive Board meetings.