



EB0124

LIBER Executive Board Meetings: February 2024 Minutes and Action Summary, Lausanne University Library, Lausanne

Present: Heli Kautonen (HK), Julien Roche (JR), Anja Smit (Asm), Cécile Swiatek (CS), Giannis Tsakonas (GT), Hilde van Wijngaarden (HvW), Birgit Schmidt (BS), Adam Sofronijević (ASo), Martine Pronk (MP), Neha Gupta (NG).

Present online: Andreas Brandtner (AB, partially), Anna Clements (AC), Lars Burman (LB, partially), Sara Lammens (SL, partially)

Absent: Dóra Kalydy (DK)

2. EB0323 minutes
Minutes are approved

3. Matters arising

3.1 EB0323 action summary (attached to EB0323 minutes) (EB0124.2)

Summary of actions after EB0323

Carried forward from EB meetings before October 2023:

#	Who	What	Status
1	HK; MP	Include explanation of Open Science in relation to new LIBER training programme in next draft.	Keep
2	MP	Draft LIBER – LQ communications content plan.	Keep
3	MP	Investigate potential Participants and EOSC Association members overlap.	Keep
4	Executive Board	Executive Board: evaluate the current definitions of the Participant categories.	Agenda
5	HvW	Draft and share proposal for extra officer with EB.	Done
6	MP	Contact CSIC for more information about their Participant category.	Keep
7	HvW	Update voluntary additional contributions proposal (option C).	Done
8	ASm; MP	Clarify and create procedures regarding the appointment, term length, and removal of WG Chairs.	Agenda
9	SC Chairs	Review SC reporting format.	Keep
10	MP	Set up Rights & Values task force consisting of LB, ASo, AB, AC, HK, BS, GT, JR and AV.	Keep
11	Executive Board	Discuss creating confidentiality policy at future meetings.	Keep
12	MP	Add testimonials and contact details from former local hosts to website.	Keep
13	Executive Board	Suggest CPC candidates to GT.	Keep
14	MP	Set up task force to prepare the LIBER Office move in 2028.	Keep
15	ASm	Look into changing the policy that grants Participants joining LIBER between July and January free membership for the remainder of that year.	Remove
16	FC	Present suggestions for changing the free membership policy at the EB0323 meetings.	Done
17	ASm	Discuss the upcoming Executive Board vacancies at the EB0323 meetings.	Remove
18	MP	Add a short overview of each project's output and benefits to the LIBER website.	Keep
19	MP	Promote the LIBER Insider to increase readership.	Remove
20	MP	Prepare overviews to review LIBER's experiences with challenges and key partners in current projects, discuss future project topics and/or develop a project strategy.	Remove
21	MP	Add the projects database to the Executive Board shared drive.	Remove
22	HK	Discuss the future of the job description database with the Leadership Programmes Working Group.	Done





23	HK; MP	Compile and publish an overview of all LIBER training activities on the website.	Keep
24	Executive Board	Discuss the Rights & values strategic direction as a standing Executive Board meeting item.	Agenda
25	MP	Communicate that AI is central and top priority for the LIBER network and highlight what LIBER has already done regarding AI.	Remove
26	Executive Board	Set up an AI task force consisting of SC Chairs, experts, and other people from the LIBER network to act fast to raise awareness, to draft a concrete work plan, and to set LIBER's AI perimeter.	Agenda
27	Executive Board	Send potential LQ Editorial Board member and reviewer candidates to HK and TT.	Done
28	HK; BS; ASm	Look into non-contributing LQ Editorial Board members.	Keep
29	HK	Discuss LQ switching to open peer review with TT.	Done
30	AC; CS; AB; BS; MP	Define the Libraries impact on Open Science proposal's angle and scope.	Keep
31	Executive Board	Brainstorm potential partners for the Libraries impact on Open Science study.	Keep and merge with 30
32	AB; AC; HK; BS	Ask Working Groups for feedback about embedding workshops in the main Annual Conference programme.	Keep

Actions after EB0323:

#	Who	What	Status
	HvW	Draft and share proposal for extra officer with EB	Done
	MP	Recalculate 2024 budget including the extra officer and sustainability budget.	Done
	MP	Present new LIBER budget by email in November	Done
	NG	Schedule a finance committee 1 hr mtg online 15 November	Remove
	NG; MP	Incoming fees payments on the agenda for February	Agenda
	AV;MP	Contact CSIS for more information about their Participant category	Keep
	NG;MP	Work on the wording of the adjusted fees	Done
	Finance Committee	Send new adjusted budget before year end, by email for approval	Done
	MP	Plan a mtg about the factsheet "Re- creating Europe in the near future" and to call Birgit about the factsheet	Keep
	Executive Board	Review the factsheet before Oct 2024	Keep
	CS	SCOSS: To give a suggestion for the Advisory Board	Done
	MP	To get a list of LIBER members and align with EOCS	Keep
	MP ; BS	21 Nov General Assembly, online mtg, MP partner with Birgit on this	Done
	MP	Proposal to have a webinar with COARA, in 6 months	Keep
	MP	MP to check the IARLA document and save changes to the document	Done
	BS ; HK	Carpentries: both BS and HK will see what can be offered for the next meeting	Done
	CS ; HK	HK and CS to create a proposal for Scenarios Strategic Event	Done
	CS	To take the pilot on Scenarios Strategic Event	Remove
	HK	Research studies: preview in a year to see how progress is going for internal analysis, end 2024	Keep
	ASm	EB profiles: To ask who wants to continue and so ASm to send emails to the board members	Done
	MP	Update the board members about KB move in Feb 2024	Done
	MP	RAR: to update the board members in Feb 2024	Keep
	MP ; ASm	Will update the board members on future events	Done
	Steering committee	Validate the new Chairs	Done
	AB	Provide an update in February on Advancing Open Science	Keep
	HK	Upskilling: Provide an update in February	Done
	ASo	Deliver the paper on Upholding Rights and Values.	Agenda
	MP ; NG	Discuss the mtg / location for Oct	agenda
	MP ; NG	Be more selective and put less on the agenda (less packed)	done

4. LIBER Governance and implementation strategy



ASm makes notes.

5. Finance Committee report and recommendations

Recommendations from the FC:

- To adopt the financial report.
- To hold the Annual Accounts 2023: MP is asked to clarify the difference between financial and net result as is stated in the accounts.
- To approve the LIBER Annual Conference 2024 budget and registration fees for the conference registration and conference dinner.
- To approve proposal for Participant terminations per 1 Jan 2024 and take a provision on this.
- To approve the indexation of participants fees per 1 January 2025 under the condition that wording is amended accordingly.
- To approve the proposal to reclassify the tiers for LIBER membership fees following scenario A, under the condition that wording is amended accordingly.

5.1 LIBER Annual Conference 2024

Proposal approved under the condition that the costs for dinner will not be part of the final settlement of the budget (as is agreed with the local host).

5.2 Participant terminations

Proposal approved

5.3 Raising participant fees per 2025

Proposal approved under the condition to amend the wording to 'Indexing participant fees'. This will be shared with the Meeting of Participants 'for information' since the proposal for annually indexing the participants fees was already approved by the MoP.

5.4 Review tiers LIBER membership fees

Proposal approved under the condition to amend the wording to 'Reclassify tiers'. This proposal will be presented to the Meeting of Participants for approval.

6 EU Activities and partnerships

- International Projects report:
No questions
- SCOSS:
HvW gives update. Question is raised where to place SCOSS in the LIBER Governance.
- SPARC Europe:
CS gives update
- WG Moving away from APC's:
The board thanks Ruth Mallalieu for the informative and useful update.

6.1 LARreferencia proposal

CS asks for clear mandate for the webinar scheduled in May 2024, since this is following the pilot webinar in fall 2023. Board supports collaboration and webinar will be scheduled in May. Further details to be discussed outside the EB meeting. In July 2024 further discuss collaborating with LARreferencia.

6.2 Strategic Event

HK and CS had adjusted the initial proposal for the Strategic Event. There were several questions raised about the demand, positioning and programme leads. To avoid overlapping with the existing Leadership Programmes, especially LIBER Journées and the ELP, the proposal was rejected; Instead, the LP WG should consider addressing the arguments of the proposal in its future plans. HK will inform the WG.

6.3 FOR EU LIB



Further collaboration with FOR EU LIB is discussed. Board asks MP to take up further engagements with FOR EU LIB and contact about the EU project FOR EU LIB has been granted.
No sponsor is assigned to this collaboration yet.

7 Executive Director

- Executive Director's report
Request to update the data in the report.
Request for an introduction of the new office staff members. This is scheduled.
- LIBER strategic project: DFFU
No further questions
- LIBER Quarterly Annual Report 2023
Compliments about the results of LQ (HvW)
- LIBER Communications report Q1 – Q4 2023
No further questions
- LIBER Communication Strategy 2024
No further questions

7.1 Secretary General

- Rules Governance Steering Committees and Working Groups
Re 'dismissal': leave it this way for now.
Re 'overlap': who is doing this?
Re 'appointing' is not the same as approving > check the wording
- LIBER Board Composition 2024 – 2028
LB leaves the board July 2024: Decision to prepare for elections of vacant board seat
NG: change Heli to Sara for reappointment

7.1.1 Membership definition to include Universities of Applied Sciences

ASm explains that the wording used at this moment is convincing and inclusive enough for UAS to become members. No need for changes in the wording.

7.1.2 Draft LIBER Code of Conduct

ASm introduces the proposal for the amended Code of Conduct: leave it broad and flexible to make it applicable to different areas and topics.
AC suggests to use other wording for 'signal'. AC asked to give an alternative.
LB: 3th paragraph from the end: How we are all to behave: change of perspective. If someone else sees something unsafe.
HK: moving to an individual. How fast are we able to react. Experience is very fast.
CS: suggestion to draft a communication plan in case of crisis.
Adopt a phrase needed for European Projects
ASm is asked to take the suggestions to draft the final version and implement this.

8 Annual Conferences ad Winter events

- Future locations for LIBER Conference and Winter Events
 - Winter Event 2023: Florence, Fiesole
 - Winter Event 2024: Maribor, Slovenia
- No questions on the presented documents.

8.1 LIBER 2024: Cyprus

- CPC report
GT presents the report. JR asks why there is no 3rd review planned. GT: not enough resources in CPC. Board members volunteer to step in: 3rd review is necessary.
Monitoring of reviews is required to keep up the quality.
HK: not comfortable with the gender analysis.



- LIBER 2024 Limassol AC Venue visit Feb '24
No further questions

8.2 Proposal Annual Conference 2026: NTNU Library, Trondheim, Norway
The Board thanks the team from NTNU for their proposal and interest to be host of the Annual Conference 2026. The proposal is approved. The dates for the AC are set on 1 – 3 July 2026. MP will contact NTNU director Sigurd Eriksson to share the news.

9 2023 – 2027 Strategy

9.1 Proposal new working group AI

Following the discussion in the SC meeting: the EB asks HK, BS and MP to give the feedback on the proposal from the board to the initiators and take further steps. The board welcomes the next version of the proposal for AI in the next EB meeting.

10 Steering Committee reports and recommendations

There are no specific recommendations from the SC meeting to report.

Comments from the board:

- CS: Concern about the number of WG's > is there a need to limit the number of groups?
- HvW: Is the full topic of 'open science' covered at the moment? Suggestion to discuss this in July or October 2024 (AB, HK, HvW to prepare).
- BS, GT: What role do we want regarding recognition, rewards, metrics
- Engagement Programme LIBER – OCLC: evaluate in summer 2024. SC chairs will come back on this.

10.1 Proposal Middle Management Training

HK: introduces the proposal.

Comments from the board to the WG Leadership Programmes:

- Clarify the needed resources for the programme (trainers available)
- Pay attention to securing the quality of the content and programme
- Timing for the training: Q1 2025 (avoid overlap with other activities)
- Concerns about the workload of the WG LP

Proposal is approved. HK will inform the WG.

10.2 Proposal Masterclass Citizen Science collaboration Latin America

AC introduces the proposal.

Comments from the board:

- The board welcomes this initiative as a pilot, serving for Latin America (UN Library)
- Ask the WG CS to report on the Eur Masterclass pilot (May 2024) to the board. Test format Masterclass as proof of concept for LIBER.
- HvW and MP: include this in LIBER budget apart from Steering Committee budget

Proposal for pilot LA approved.

10.3 Upholding Rights and Values

ASo introduces the paper.

Conclusions from the discussion:

- What actions can we take?
- We value the topic, this was underlying to the changes to the LIBER Code of Conduct.
- Focus on library related content
- Use CARE principles (besides FAIR)
- HvW proposes to join the leads on this topic for 2024 – 2025, which is accepted.

Proposal approved.

11 Any other business



- NG announces her resignation and thanks the board for the collaboration the past 6 months. Final working day is 30 April 2024.
- Preparations for Annual Report will start on short notice; Rosie Allison (comms LIBER office) will contact JR, ASm and HvW for input
- Request to connect future October board meetings with the Winter Event. This suggestion is welcomed by the board however is not feasible in 2024. It will be taken into account for 2025.

12 Future Executive Board meeting

- CS offers to host the October board meetings 2024 in Paris Nanterre: 17-18 Oct.
- Suggested dates for Feb 2025 board meeting in Trondheim: 20-21 Feb. MP will confirm with team NTNU.

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20	HK	Research studies: preview in a year to see how progress is going for internal analysis, end 2024	
21	MP; HvW	RAR: to update the board members in Feb 2024	Oct 24
22	HK	Upskilling: Provide an update in February	
23	ASm	Draft take aways from the discussion slot 'LIBER	



		Governance and implementation strategy' and prepare follow up	
24	MP	Present clarity regarding the difference in financial and net result presented in the Annual Accounts 2023, and if clear, prepare to proceed with the procedure for approval of the Accounts by email	
25	MP	Prepare proposal 'Indexing membership fees per 1 January 2025' for the Meeting of Participants 2024	
26	MP	Prepare proposal 'Reclassifying Tiers Membership fees' for the Meeting of Participants 2024	
27	HvW	Schedule a discussion about sponsorships in EB	
28	MP	Further conversation FOR EU LIB re EU project	
29	CS	Discuss possible further collaboration with LAReferencia after 2nd webinar	
30	MP	Update ED report Feb 2024 with accurate data	
31	NG	Amend Paper EB0124.7.1.0.4: replace Heli by Sara for reappointment	
32	ASm; MP	Amend Code of Conduct according to comments, communicate via website and implement at events	
33	GT	To organise a 3rd review on papers Annual Conference if needed, EB members volunteer to help	
34	MP	Inform NTNU Trondheim Offer to hold Annual Conference 2026 is approved, dates 1-3 July	
35	HK; BS	Give feedback to the colleagues proposing AI WG to give feedback on proposal and take further steps.	
36	HK, AB, HvW	Further explore topic 'Open Science in the broader view' and prepare for July or October EB meetings	
37	AB, HK, BS, AC	Discuss OCLC Engagement Programme and come back on this.	
38	AC	Report on Master Class Citizen Science in July EB	