



Ligue des Bibliothèques Européennes de Recherche
Association of European Research Libraries

EB0323.2

EB0223

LIBER EXECUTIVE BOARD MEETINGS: 3-7 July 2023, Hungarian Academy of Sciences, Budapest

Minutes (draft)

Present: Andreas Brandtner (AB), Lars Burman (LB), Anna Clements (AC), Dóra Kalydy (DK), Heli Kautonen (HK), Sara Lammens (SL), Julien Roche (JR), Birgit Schmidt (BS), Anja Smit (Asm), Adam Sofronijević (ASo), Cécile Swiatek (CS), Giannis Tsakonas (GT), Hilde van Wijngaarden (HvW); Roos Knigge (RK), Martine Pronk (MP).

Monday 3 July, 13:45-15:45: DISCUSSION SLOT

EB0223.1 Artificial intelligence and libraries for discussion JR

The Executive Board had a discussion about artificial intelligence and libraries. They were joined by Emmanuelle Bermès and Andrew Cox who gave presentations and answered questions. The Executive Board will continue discussing the topic at a later date.

Tuesday 4 July, 08:30-12:00: FIRST MEETING

EB0223.2 Apologies for information JR

No apologies.

EB0223.3 Minutes for approval EB0223.3 JR

The EB0123 minutes were approved.

EB0223.4 Matters arising

There were no matters arising.

1 for discussion Action summary EB0223.4.1 JR

Summary of actions after EB0123

Carried forward from EB meetings before February 2023:

#	Who	What	Status after EB0223
1	JR	Consult other organisations about benefits of UNESCO partnerships.	Remove
2	SC Chairs; AV	Establish closer collaboration on European projects between LIBER Office and SCs/WGs.	Remove
3	HvW; AV	Look into funding options for new LIBER training programme.	Remove
4	SC Chairs; AV	Investigate possible WG roles in new LIBER training programme.	Remove
5	HK; MP	Include explanation of Open Science in relation to new LIBER training programme in next draft.	EB0323
6	MP	Draft LIBER – LQ communications content plan.	Keep
7	MP	Emphasise international project results and benefits in communication with LIBER Participants.	Keep
8	SC Chairs; AV	Discuss WG members not belonging to LIBER Participant institutions.	Remove
9	GT	Update <i>Artificial Intelligence and Scholarly Communication</i> memo periodically.	Remove
10	Executive Board	Discuss relative high number of UK Participants leaving LIBER.	Remove
11	HvW	Report on VU Library – LIBER Office internship experience and model.	EB0323
12	BS	Prepare paper on LIBER Carpentries membership.	EB0323
13	MP	Investigate potential Participants and EOSC Association members overlap.	Keep

14	Executive Board	Executive Board: evaluate the current definitions of the Participant categories.	Keep
15	SC Chairs; AV	Finalise 2023 – 2027 Strategy plan ahead of March 2023 Quarterly Mailing.	Remove
16	JR; AV	Explore the involvement of LIBER sponsors at the 2023 Winter Event.	EB0223.10.2.2

Actions after EB0123:

#	Who	What	Status after EB0223
17	JR	Discuss IFLA membership with other IARLA representatives.	Remove
18	MP; WW	Provide EB with a list of EOSC Association members that are also LIBER Participants.	EB0223.7.5
19	JR; WW	Draft action plan for including libraries within the EOSC Association.	EB0223.7.5
20	HvW; GT; MP	Draft and share proposal for extra officer with EB.	EB0323
21	MP	Contact CSIC for more information about their Participant category.	Keep
22	HvW	Update voluntary additional contributions proposal (option C).	EB0323
23	ASm; AV	Investigate ANBI status.	Remove
24	HvW; AV	Plan risk assessment workshop for October 2023.	Remove
25	HvW	Expand fundraising paper.	Keep
26	AC; CS	Draft proposal about libraries supporting Open Science.	EB0223.9.3
27	GT	Send AC information about UK libraries in SCOSS.	Remove
28	Executive Board	Send names of suitable SPARC Europe board candidates to CS.	Remove
29	CS	Update La Referencia proposal to include the EB involving their rectors for the autumn 2023 webinar.	EB0223.7.4.2
30	JR	Discuss the Knowledge Equity Network at a future EB meeting.	Keep
31	MP	Clarify and create procedures regarding the appointment, term length, and removal of WG Chairs.	EB0323
32	Executive Board	Approve Catriona Cannon's WG Chair candidacy over email.	Remove
33	SC Chairs	Continue working on the strategy implementation roadmap and LIBER 2023 Knowledge Café.	Remove
34	SC Chairs	Review SC reporting format.	Keep
35	MP	Set up shared online environment.	Remove
36	AV	Update AB on Advancing Open Science related conclusions after the February EB meetings.	Remove
37	JR	Inform the Leadership Programmes WG of the EB's approval to have the Emerging Leaders Programme seminar in Budapest.	Remove
38	AV	Invoice cohort 6.	Remove
39	MP	Set up Rights & Values task force consisting of LB, ASo, AB, AC, HK, BS, GT, JR and MP.	Keep
40	HK	Report back to LQ about ASo and LB doing the LQ guest editorial.	Remove
41	ASm; MP	Expand the events code of conduct to cover all LIBER activities.	EB0323
42	Executive Board	Discuss creating confidentiality policy at future meetings.	Keep
43	AV	Facilitate contact between LIBER 2022 and LIBER 2024 local host.	Remove
44	MP	Add testimonials and contact details from former local hosts to website.	Keep
45	AV	Set dates for the 2023 Winter Event.	Remove
46	AV	Set strategy-related theme for the 2023 Winter Event	Remove
47	Executive Board	Suggest CPC candidates to GT.	Keep
48	GT	Update Annual Conference structure proposal 2 to include EB suggestions.	EB0223.10.4
49	AV	Plan campaign to attract potential LIBER event hosts.	Remove
50	Executive Board	Send information about potential future LIBER event hosts to ASm.	EB0223.10.3
51	AC	Brainstorm potential UK LIBER event hosts.	EB0223.10.3
52	MP	Send list of past LAG Seminar and LIBER Journées venues to ASm.	Keep
53	ASm	Identify potential LIBER events hosts in underrepresented areas.	EB0223.10.3
54	ASm	Clarify article 5.4f of the amended statutes.	Remove
55	JR	Set up task force to prepare the LIBER Office move in 2028.	Keep
56	AV; AC	Set dates for October 2023 EB meetings in Sheffield.	Remove

INTERNAL BUSINESS PROCESSES (1)

EB0223.5 Finance Committee report

1 for information Annual Accounts EB0223.5.1 HvW

The Annual Accounts were previously approved by the Executive Board.

2 for information Profit & Loss EB0223.5.2a & EB0223.5.2b HvW

HvW and MP presented the Profit & Loss January – May 2023 overview.

3 for information Participants EB0223.5.3 HvW

HvW presented the list of current LIBER Participants.

ASm will look into changing the policy that grants Participants joining LIBER between July and January free membership for the remainder of that year. The FC will present suggestions for changing the free membership policy at the EB0323 meetings.

Actions:

Who	What
ASm	Look into changing the policy that grants Participants joining LIBER between July and January free membership for the remainder of that year.
FC	Present suggestions for changing the free membership policy at the EB0323 meetings.

4 for information Sponsors EB0223.5.4 HvW

HvW presented the overview of current LIBER Sponsors.

5 for information 2024 Annual Fees EB0223.5.5 HvW

HvW presented the 2024 Annual Fees and will include them in her Meeting of Participants presentation.

6 for information Fundraising HvW

HvW announced that she will update the Executive Board on the Fundraising agenda at the EB0323 meetings.

Actions:

Who	What
HvW	Update the Executive Board on the Fundraising agenda at the EB0323 meetings.

7 for approval Recommendations HvW

The Finance Committee recommends the following to the Executive Board:

- **Approve** the Profit & Loss.

The Executive Board approved the Profit & Loss.

HvW announced that she will continue discussing hiring additional LIBER Office staff at the EB0323 meetings.

Actions:

Who	What
HvW	Continue discussing hiring additional LIBER Office staff at the EB0323 meetings.

EB0223.6 Executive Board

1 for information 2023 reappointments EB0223.6.1 ASm

ASm presented the list of Executive Board members who will be reappointed at the 2023 Meeting of Participants.

2 for information Executive Board profiles EB0223.6.2 ASm

ASm presented the Executive Board profiles.

3 for information 2024 vacancies ASm

ASm explained that there will be many Executive Board reappointments and vacancies in 2024 and 2025. ASm asked to discuss the upcoming Executive Board vacancies at the EB0323 meetings. ASm will look into changing the phrasing regarding Executive Board reappointments.

Actions:

Who	What
ASm	Discuss the upcoming Executive Board vacancies at the EB0323 meetings.
ASm	Look into changing the phrasing regarding Executive Board reappointments.

STRATEGIC DIRECTIONS

EB0223.7 EU activities

1 for information International Projects report EB0223.7.1 MP

MP presented the International Projects report.

JR asked MP to add overall project budgets for the years 2021 to 2024 to future International Projects reports. The Executive Board suggested to add a short overview of each project's output and benefits to the LIBER website. MP offered to promote the LIBER Insider to increase readership. JR asked MP to present an overview of LIBER's communication channels to the Executive Board. The Executive Board asked MP to 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. JR asked the Executive Board to send suggestions and leads for future projects to the LIBER Office. BS asked MP to include projects in the Steering Committee reporting template. The Executive Board asked MP to add the projects database to the Executive Board shared drive.

Actions:

Who	What
MP	Add overall project budgets for the years 2021 to 2024 to future International Projects reports.
ASm	Look into changing the phrasing regarding Executive Board reappointments.
MP	Add a short overview of each project's output and benefits to the LIBER website.
MP	Promote the LIBER Insider to increase readership.
MP	Present an overview of LIBER's communication channels to the Executive Board.
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.
Executive Board	Send suggestions and leads for future projects to the LIBER Office.
MP	Include projects in the Steering Committee reporting template.
MP	Add the projects database to the Executive Board shared drive.

2 for information SCOSS EB0223.7.2 HvW

HvW presented the SCOSS report. HvW will discuss IOI (Investing Open Infrastructures) with Vanessa Proudman.

Actions:

Who	What
HvW	Discuss IOI (Investing Open Infrastructures) with Vanessa Proudman.

3 for information SPARC Europe EB0223.7.3 CS

CS presented the SPARC Europe report. CS will suggest potential SPARC Europe board candidates from the LIBER network to SPARC Europe.

Actions:

Who	What
CS	Suggest potential SPARC Europe board candidates from the LIBER network to SPARC Europe.

4 UNESCO for information 1 UNESCO CS

CS provided an update on UNESCO. There will be a joint LIBER – UNESCO workshop at the Open Science Fair.

for information 2 La Referencia EB0223.7.4.2a & EB0223.7.4.2b CS

CS presented the outline and planning document for the joint LIBER – La Referencia webinar. CS will provide feedback on the joint LIBER – La Referencia webinar at the EB0323 meetings.

Actions:

Who	What
CS	Provide feedback on the joint LIBER – La Referencia webinar at the EB0323 meetings.

5 for information EOSC MP

MP provided an update on the EOSC Association. JR and MP discussed further LIBER – EOSC collaboration with Wilhelm Widmark (WW) and drafted potential actions. MP will follow up with WW regarding LIBER – EOSC collaboration actions. WW will step down next year and should be replaced by another LIBER member.

Actions:

Who	What
MP	Follow up with WW regarding LIBER – EOSC collaboration actions.
Executive Board	Identify potential candidates to replace WW as EOSC board member.

EB0223.8 Strategy & Steering Committees**1 for information Strategy implementation MP**

MP provided an update on the ongoing strategy implementation process.

2 for information Advancing Open Science report EB0223.8.2 AB

AB presented the Advancing Open Science Steering Committee report.

3 Engaged and trusted hubs for information 1 Report EB0223.8.3.1 AC

AC presented the Engaged and trusted hubs Steering Committee report.

for approval 2 Citizen Science proposal EB0223.8.3.2 AC

AC presented the Citizen Science masterclass proposal on behalf of Paul Ayris. JR reported that the SC Chairs discussed including masterclasses in the LIBER training programme. HvW suggested opening the masterclass up to non-directors/managers. The Executive Board agreed with this suggestion and approved the updated proposal.

4 for information Upskilling the library workforce report EB0223.8.4 HK

HK presented the Upskilling the library workforce Steering Committee report. Her report included questions for the Executive Board, their replies:

- The Leadership Programmes Working Group can submit a proposal for the job description database. The database can also be discontinued and transformed into an overview of literature and resources.
- Until further notice, there will be no Strategic Events planned. Any future Strategic Events do not have to be the responsibility of the Leadership Programmes Working Group.
- Budget discussions will be planned with HvW and MP.
- The LIBER training programme will be included in the Upskilling the library workforce landscape analysis.
- The Executive Board will discuss measuring Working Group/LIBER services impact in the future.

HK will discuss the future of the job description database with the Leadership Programmes Working Group.

HK and MP will compile and publish an overview of all LIBER training activities on the website.

Actions:

Who	What
HK	Discuss the future of the job description database with the Leadership Programmes Working Group.
HK; MP	Compile and publish an overview of all LIBER training activities on the website.

5 for information State-of-the-art services report EB0223.8.5 BS

BS presented the State-of-the-art services report.

6 for information Rights & values LB; ASo

LB and ASo provided an update on the Rights & values strategic direction. The Executive Board decided to discuss the Rights & values strategic direction as a standing Executive Board meeting item going forward.

Actions:

Who	What
Executive Board	Discuss the Rights & values strategic direction as a standing Executive Board meeting item.

7 for discussion AI and LIBER EB0223.8.7 AC; BS; ASo

AC presented the AI and LIBER paper. The Executive Board discussed LIBER's activities regarding AI and decided to communicate that AI is central and top priority for the LIBER network and highlight what LIBER has already done regarding AI. The Executive Board also decided to set up an AI task force consisting of SC Chairs, experts, and other people from the LIBER network. The task force will be expected to act fast to raise awareness, to draft a concrete work plan, and to set LIBER's AI perimeter.

Actions:

Who	What
MP	Communicate that AI is central and top priority for the LIBER network and highlight what LIBER has already done regarding AI.
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.

8 for information LQ EB0223.8.8 HK

HK presented the LQ report and reported on the most recent meeting. To relieve LQ's workload, the Executive Board should send potential LQ Editorial Board member and reviewer candidates to HK and Trudy Turner (TT), and BS and ASm offered to join a task force to look into non-contributing LQ Editorial Board members. Considering LIBER's stance on peer reviewing, the Executive Board asked HK to discuss LQ switching to open peer review with TT.

Actions:

Who	What
Executive Board	Send potential LQ Editorial Board member and reviewer candidates to HK and TT.
HK; BS; ASm	Look into non-contributing LQ Editorial Board members.
HK	Discuss LQ switching to open peer review with TT.

9 for discussion Plan S working group JR

The Executive Board discussed and voted in favour of participating in Plan S's working group about moving away from APCs. AB and MP will propose candidates representing LIBER within the Plan S working group.

Actions:

Who	What
AB; MP	Propose candidates representing LIBER within the Plan S working group.

EB0223.9 Studies & collaborations**1 for information ADBU MP**

MP provided an update on the joint LIBER – ADBU study. The report and toolkit have been published and will be disseminated. BS asked MP to organise a LIBER – ADBU study handover meeting for the Research Data Management Working Group. JR asked MP to provide a short document describing the LIBER – ADBU study.

Actions:

Who	What
MP	Organise a LIBER – ADBU study handover meeting for the Research Data Management Working Group
MP	Provide a short document describing the LIBER – ADBU study.

2 for information DFFU EB0223.9.2 HK

HK presented the LIBER – DFFU study update. HvW will represent LIBER on the study's steering committee. HvW agreed to already use the DFFU study budget from the 2024 budget in order to hire the study's consultant. MP will draft a contract for the joint LIBER – DFFU study consultant.

Actions:

Who	What
MP	Draft a contract for the joint LIBER – DFFU study consultant.

3 for approval Libraries impact on Open Science EB0223.9.3 AC; CS

AC and CS presented the Libraries impact on Open Science proposal. The Executive Board was in support of the proposal and expressed their preference to focus on the European level, potentially conducting the study with a national or regional partner similar to the ADBU and DFFU studies. AC, CS, AB, BS and MP will form a task force to define the Libraries impact on Open Science proposal's angle and scope. The Executive Board should brainstorm potential partners for the Libraries impact on Open Science study.

Actions:

Who	What
AC; CS; AB; BS; MP	Define the Libraries impact on Open Science proposal's angle and scope.
Executive Board	Brainstorm potential partners for the Libraries impact on Open Science study.

4 for information OCLC MP

MP announced that the LIBER – OCLC webinar series will be launched at the LIBER 2023 Closing Ceremony.

Friday 7 July, 09:00-10:30: SECOND MEETING**INTERNAL BUSINESS PROCESSES (2)****EB0223.10 LIBER events****1 for information LIBER 2023 CPC report EB0223.10.1 GT**

GT presented the LIBER 2023 CPC report. The Executive Board discussed ways to attract potential keynote speakers.

2 2023 Winter Event**for information 1 Report EB0223.10.2.1 MP**

MP referred the Executive Board to the 2023 Winter Event report.

for information 2 Side events MP

MP informed the Executive Board that a collocated event focused on Italian research libraries will take place the day before the 2023 Winter Event.

3 for information Future venues EB0223.10.3 ASm

ASm mentioned potential candidates to host future LIBER events to the Executive Board. ASm and MP will draft a plan to approach potential LIBER event hosts.

Actions:

Who	What
ASm; MP	Draft a plan to approach potential LIBER event hosts.

4 for approval Annual Conference structure EB0223.10.4 GT

GT presented the Annual Conference structure proposal. The Executive Board expressed their preference for the proposal's second option. The Steering Committee Chairs will ask their Working Groups for feedback about embedding workshops in the main Annual Conference programme. The Annual Conference structure will remain unchanged for LIBER 2023, changes will be discussed with the LIBER 2024 local host.

Actions:

Who	What
AB; AC; HK; BS	Ask Working Groups for feedback about embedding workshops in the main Annual Conference programme.

EB0223.11 Executive Director's report for information MP

MP provided an overview of recent LIBER Office staff changes.

EB0223.12 SC Chairs meeting report for information JR

JR reported on the SC Chairs meeting which took place on Monday 3 July.

EB0223.13 Any other business for discussion JR

The Executive Board discussed LIBER's reply to the discussion regarding the location of the 2024 IFLA conference. It was decided to publish a statement clearly outlining LIBER's position ahead of the IFLA 2024 conference location referendum in early August.

Actions:

Who	What
MP	Publish a statement clearly outlining LIBER's position ahead of the IFLA 2024 conference location referendum in early August.

EB0223.14 Future Executive Board meetings JR

- **EB0323: 12-13 October 2023, Sheffield**
Agenda items deadline: 22 September
Papers/reports deadline: 29 September
- **EB0124: 22-23 February, Lausanne**
Agenda items deadline: 2 February
Papers/reports deadline: 9 February
- **EB0224: 1-5 July 2024, Limassol**
Agenda items deadline: 10 June
Papers/reports deadline: 17 June

Summary of actions after EB0223*Carried forward from previous EB meetings:*

#	Who	What	Status
1	HK; MP	Include explanation of Open Science in relation to new LIBER training programme in next draft.	EB0323
2	MP	Draft LIBER – LQ communications content plan.	Keep
3	MP	Emphasise international project results and benefits in communication with LIBER Participants.	Keep
4	HvW	Report on VU Library – LIBER Office internship experience and model.	EB0323
5	BS	Prepare paper on LIBER Carpentries membership.	EB0323
6	MP	Investigate potential Participants and EOSC Association members overlap.	Keep
7	Executive Board	Executive Board: evaluate the current definitions of the Participant categories.	Keep
8	HvW	Draft and share proposal for extra officer with EB.	EB0323
9	MP	Contact CSIC for more information about their Participant category.	Keep
10	HvW	Update voluntary additional contributions proposal (option C).	EB0323
11	HvW	Expand fundraising paper.	Keep
12	JR	Discuss the Knowledge Equity Network at a future EB meeting.	Keep
13	MP	Clarify and create procedures regarding the appointment, term length, and removal of WG Chairs.	EB0323
14	SC Chairs	Review SC reporting format.	Keep
15	MP	Set up Rights & Values task force consisting of LB, ASo, AB, AC, HK, BS, GT, JR and AV.	Keep
16	ASm; MP	Expand the events code of conduct to cover all LIBER activities.	EB0323
17	Executive Board	Discuss creating confidentiality policy at future meetings.	Keep
18	MP	Add testimonials and contact details from former local hosts to website.	Keep
19	Executive Board	Suggest CPC candidates to GT.	Keep
20	MP	Send list of past LAG Seminar and LIBER Journées venues to ASm.	Keep
21	JR	Set up task force to prepare the LIBER Office move in 2028.	Keep

Actions after EB0223:

#	Who	What	Status
22	ASm	Look into changing the policy that grants Participants joining LIBER between July and January free membership for the remainder of that year.	
23	FC	Present suggestions for changing the free membership policy at the EB0323 meetings.	
24	HvW	Update the Executive Board on the Fundraising agenda at the EB0323 meetings.	
25	HvW	Continue discussing hiring additional LIBER Office staff at the EB0323 meetings.	
26	ASm	Discuss the upcoming Executive Board vacancies at the EB0323 meetings.	
27	ASm	Look into changing the phrasing regarding Executive Board reappointments.	

28	MP	Add overall project budgets for the years 2021 to 2024 to future International Projects reports.	
29	ASm	Look into changing the phrasing regarding Executive Board reappointments.	
30	MP	Add a short overview of each project's output and benefits to the LIBER website.	
31	MP	Promote the LIBER Insider to increase readership.	
32	MP	Present an overview of LIBER's communication channels to the Executive Board.	
33	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.	
34	Executive Board	Send suggestions and leads for future projects to the LIBER Office.	
35	MP	Include projects in the Steering Committee reporting template.	
36	MP	Add the projects database to the Executive Board shared drive.	
37	HvW	Discuss IOI (Investing Open Infrastructures) with Vanessa Proudman.	
38	CS	Suggest potential SPARC Europe board candidates from the LIBER network to SPARC Europe.	
39	CS	Provide feedback on the joint LIBER – La Referencia webinar at the EB0323 meetings.	
40	MP	Follow up with WW regarding LIBER – EOSC collaboration actions.	
41	Executive Board	Identify potential candidates to replace WW as EOSC board member.	
42	HK	Discuss the future of the job description database with the Leadership Programmes Working Group.	
43	HK; MP	Compile and publish an overview of all LIBER training activities on the website.	
44	Executive Board	Discuss the Rights & values strategic direction as a standing Executive Board meeting item.	
45	MP	Communicate that AI is central and top priority for the LIBER network and highlight what LIBER has already done regarding AI.	
46	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.	
47	Executive Board	Send potential LQ Editorial Board member and reviewer candidates to HK and TT.	
48	HK; BS; ASm	Look into non-contributing LQ Editorial Board members.	
49	HK	Discuss LQ switching to open peer review with TT.	
50	AB; MP	Propose candidates representing LIBER within the Plan S working group.	
51	MP	Organise a LIBER – ADBU study handover meeting for the Research Data Management Working Group	
52	MP	Provide a short document describing the LIBER – ADBU study.	
53	MP	Draft a contract for the joint LIBER – DFFU study consultant.	
54	AC; CS; AB; BS; MP	Define the Libraries impact on Open Science proposal's angle and scope.	
55	Executive Board	Brainstorm potential partners for the Libraries impact on Open Science study.	
56	ASm; MP	Draft a plan to approach potential LIBER event hosts.	
57	AB; AC; HK; BS	Ask Working Groups for feedback about embedding workshops in the main Annual Conference programme.	
58	MP	Publish a statement clearly outlining LIBER's position ahead of the IFLA 2024 conference location referendum in early August.	