



**Library Buildings and Equipment Section (LBES)  
ANNUAL REPORT  
2016-2017**

## **Introduction**

Professional Units must prepare an Annual Report each year. It has been agreed by the Governing Board that this can cover the period September 2016 – August 2017 to correspond to the terms of the Standing Committee. The purpose is to inform the Professional Committee, the Section's Standing Committee, members of the Section and the profession around the world about achievements over the year. The Annual Report refers to the activities identified in the Unit's [Action Plan](#) and reports on the progress of these activities, the activities that have been completed and their impact.

The Annual Reports of all IFLA Sections provide important input to the fulfilment of IFLA's Professional Programme, Strategic Plan and Key Initiatives, and also contribute to IFLA's Annual Report.

The Officers of the Section should return this form to the Division Chair and Professional Support Officer no later than 31 October 2017.

A summary should be provided to the membership of the Professional Unit.

Further guidance on Annual Reports can be found in the Officers corner: <http://www.ifla.org/officers-corner/annual-reports>



<p>2. Disseminate tools to assist in planning and designing library buildings.</p>	<p>Gather links to vetted standards for key points for consideration when planning/designing a building (e.g., lighting standards/guidelines, examples of common documents such as master plans).</p> <p>Determine need for LBES-created standards or guidelines.</p>	<p>Underway; LBESALL mailing list established 2/2017 to accommodate.</p> <p>Underway; on agenda for discussion at our Midyear business meeting Feb 2018.</p>	<p>Engagement of section members has proved difficult to achieve—communication on LBESALL has been one-sided to date. Need to work on getting more back/forth to capture the knowledge and connections of our full section.</p>
<p>3. Explore opportunities for collaboration and exchange of information with organizations involved in library planning.</p>	<p>All midyear meetings to include a seminar.</p> <p>Develop contacts with national and international architectural organizations, and with national and international library organizations.</p> <p>Encourage individual libraries and LBE Section members to provide information on their own library building projects.</p>	<p>Held successful and highly-attended midyear seminars in both 2016 (Maynooth) and 2017 (Munich); planning our 2018 seminar now (Birmingham).</p> <p>Underway; LBESALL mailing list established 2/2017 to accommodate.</p> <p>Underway; LBESALL mailing list established 2/2017 to accommodate.</p>	<p>No risks/issues to report.</p> <p>No risks/issues to report.</p> <p>For 2017-2018 term, we are focusing on encouraging library organizations to promote their own building projects on their own library/organization's websites as a first step. We</p>

			learned that many libraries do not promote their own projects. LBES will link to those websites using our social media to share the information more broadly.
4. Develop and implement innovative programs to enhance understanding of library building planning	WLIC Open Sessions. Satellite Conferences. Midyear Seminars.	Ongoing; continue to have very high quality programming, high turnout (over 500 attendees at our 2016 Open Session and over 1500 attendees at our WLIC 2017 Open Session).	No risks/issues to report.
5. Increase the membership and diversity of the LBE Section.	Maintain an active social media / web presence.	Ongoing and successful to date.	No risks/issues to report.
	Use and implement the recommendations of the IFLA recruitment handbook.	Ongoing; we are proud and pleased to have Standing Committee members from 13 countries for the next term. Our recruitment efforts have been very successful overall.	No risks/issues to report.
	Actively target membership from Africa, Latin American and Asia.	Ongoing; our recent recruitment efforts brought on board Standing Committee members from China and Mexico.	Attracting membership from Africa and Latin America still proves difficult.
	Expand participation from the international community beyond our committee.	Underway; LBESALL mailing list established 2/2017 to accommodate.	Attracting participation from Africa, Latin America and smaller, fiscally-challenged locales still proves difficult.

## Results

Please provide further information about the activities that were completed during the year. Ensure that details or a full report can be found online, the main outcomes have been shared with a wider audience and the impact of the work can be demonstrated.

<b>Completed project or activity</b> <i>Please list those projects/activities identified as completed in the table above</i>	<b>Output</b> <i>Please state what the output of the project/activity was (e.g. Report, Standard, Workshop etc) and provide a URL to it</i>	<b>Communications</b> <i>Please state how the output and outcomes of the project/activity have been communicated to the Unit, IFLA members and the wider profession</i>	<b>Impact of the completed project or activity</b> <i>Through the Measures of Success identified in your Action Plan, describe what difference the project or activity has made to the Unit, IFLA members, the wider profession or society at large</i>
<b>1. Instituted LBES Blog.</b>	10 posts, visited by followers from over 90 countries. See above.	Blog itself, social media, list serv, website, reports at WLIC.	Increased knowledge, understanding of library design tenets, trends and qualities by readers.
<b>2. 2016 WLIC Open Session</b>	Open Session, What comes after the third place? Visionary libraries, spaces and users, with 5 speakers and panel. Over 550 attendees.	Social Media, list serv, reports at WLIC.	Increased knowledge, understanding of library design tenets, trends and qualities by section members, attendees.
<b>3. Midyear meetings, seminars and building tours in Munich.</b>	Seminar, Space: The Final Frontier, and library tours organized by former standing committee member (now corresponding member) Dorothea Sommer and the Bavarian State Library.	Social Media, list serv, reports at WLIC.	Increased knowledge, understanding of library design tenets, trends and qualities by section members, seminar attendees from the region, and their colleagues.
<b>4. 2017 WLIC Open Session.</b>	Joint Open Session with Management & Marketing Section, Branding, Building, Bridging:	Social Media, list serv, reports at WLIC.	Increased knowledge, understanding of library design

<p>Telling and Selling the Space Story;  9 speakers in various formats including a keynote, 15 minute presentations and Pecha Kucha formats. Over 1500 attendees.</p>	<p>tenets, trends and qualities by section members, attendees.</p>
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**Standing Committee membership**

Please provide further information about members of the Standing Committee and their contribution to the work of the Professional Unit.

Standing Committee members' names	Role on the Standing Committee (if any) and contribution made to the work of the Professional Unit over the year <i>For example, Chair, Information Coordinator, Project Leader</i>	Comments on position <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
<b>1. Diane Koen</b>	Chair	2 <sup>nd</sup> term as Chair.
<b>2. Traci Lesneski</b>	Secretary	2 <sup>nd</sup> term as Secretary.
<b>3. Cathal McCauley</b>	Information Coordinator	2 <sup>nd</sup> term as Information Coordinator.
<b>4. Anders Bessier</b>	New SC member	
<b>5. Sharon Bostick</b>	Blog contributor; 2018 WLIC Open Session Programme Committee; 2017 and 2018 Midyear Seminar Programme Committee	
<b>6. Louise Dahlberg</b>	2018 WLIC Open Session Programme Committee	
<b>7. Anne Horn</b>	2018 Midyear Seminar Programme Committee	
<b>8. Ayub Khan</b>	2018 Midyear Host (Birmingham)	
<b>9. Julie McKenna</b>	2017 WLIC Open Session Programme Committee and speaker coordinator; 2018 Midyear Programme Committee	

<b>10. Marian Morgan Bindon</b>	2018 WLIC Joint Satellite Programme Committee volunteer	
<b>11. Perry Moree</b>	New SC member	Co-opted to fill vacancy left by Inger Edebro Sikström; immediate past Division Chair
<b>12. Bernadette Patte</b>	French Translator for all Calls for Papers and promotional material	
<b>13. Santi Romero</b>	Blog contributor; Spanish Translator for all Calls for Papers and promotional material; 2018 Joint Satellite Programme Committee volunteer	Immediate past LBES Corresponding Member
<b>14. Kjartan Vevle</b>	WLIC 2018 Open Session keynote speaker coordinator	
<b>15. Klaus Werner</b>	2017 Midyear and 2018 Open Session photographer; blog contributor.	
<b>16. Denelle Wrightson</b>	2017 WLIC Open Session Programme Committee; 2018 WLIC Open Session Programme Committee and speaker coordinator; blog contributor	
<b>17. Jian Zhong Wu</b>		
<b>18. Foster Zhang</b>	2018 WLIC Open Session Programme Committee; volunteered to host future mid year meeting.	

<b>Names of any other reporting persons</b>	<b>Role</b> <i>For example, Corresponding Members</i>	<b>Comments on position</b> <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
<b>1. Karen Latimer</b>	Corresponding Member; 2018 Midyear Programme Committee Chair; 2017 Midyear Seminar Programme Committee; blog contributor	

<b>2. Janine Schmidt</b>	Corresponding Member; LBES Blog Editor; blog contributor; 2018 Open Session Programme Committee; 2017 Munich Seminar Programme Committee; 2017 Wroclaw Open Session Programme Committee	
<b>3. Dorothea Sommer</b>	Corresponding Member; 2017 Midyear Host and Seminar Programme Committee Munich Seminar speaker; blog contributor	
<b>4. Charles Forrest</b>	Blog contributor; Munich Seminar speaker	Immediate past LBES SC member
<b>5. Helen Ladron de Guevara</b>	New member; volunteered to host future mid year meeting	

### Professional Unit meetings or conference calls

Please show how the Standing Committee has conducted its business over the year.

<b>Date</b> <i>When the meeting was held</i>	<b>Location or type of meeting</b> <i>Physical or virtual meeting (telephone, skype etc)</i>	<b>Main outcomes</b> <i>Briefly summarise the main outcomes of the meeting and how these were communicated to the membership of the Professional Unit</i>
<b>1. WLIC 2016 SC Meetings + subcommittee meetings, August 2016</b>	Columbus, WLIC conference centre	LBES SC business meetings; Open Session program, formation of subcommittee + initial planning for WLIC 2017, formation of subcommittee + initial planning for midyear 2017
<b>2. Midyear Meetings/Seminar/building tours held 23-25 Feb 2017</b>	Bavarian State Library, Munich	Seminar for regional librarians/staff; LBES business meeting, review/selection of proposals/papers for WLIC 2017, tours of local libraries.
<b>3. WLIC 2017 SC Meetings + subcommittee meetings, August 2017</b>	Wroclaw, WLIC conference centre	LBES SC business meetings, re-election of officers (chair, secretary, information coordinator); Open Session program,



		formation of subcommittee + initial planning for WLIC 2018, formation of sub-committee + initial planning for midyear 2018
<b>4. Regular planning/coordination meetings Ongoing since August 2015</b>	Conference Calls	Officers coordination meetings, programme planning committee meetings for WLIC 2017 and midyear 2017, blog/web/FB / other social media planning+coordination meetings
<b>5. Work</b>	PBWorks/ email	Ongoing work of the committee.

Please return this form to the Division Chair and Professional Support Officer ([joanne.yeomans@ifla.org](mailto:joanne.yeomans@ifla.org)) no later than 31 October 2017.

Please also make a summary of this form available to the IFLA Members registered with the Professional Unit, removing any sensitive information such as risks, individuals' contributions, etc.

(Officers can obtain a list of their IFLA Members from [membership@ifla.org](mailto:membership@ifla.org)).

When making the Annual Report public, please remove any information you think should not be shared. A web page template has been shared with Information Coordinators which you might use for this purpose: <https://codex.ifla.org/node/12489> [access with Codex log-in].