

Minutes of the meeting of the Newsplan (Cymru) Working Party held at the National Library of Wales, Aberystwyth, 24 October 2002

Present: Brynmor Jones (Chairman), Anita Thomas, Joy Thomas, Gillian Fraser, Kay Warren-Morgan, Brian Dafis, Susan Mends, Christine Pearce, Janet C Karn, Beti Jones, Non Jenkins, Marilyn Jones, Rhidian Griffiths, Iwan Jones (Secretary)

1. Apologies for absence

Apologies for absence were received from John Rees Thomas, Rhian Williams, Ann Rhydderch and Simon Kellas. The Chairman welcomed to her first meeting Christine Pearce representing Neath Port Talbot.

2. Minutes of the meeting of 18 April 2002 and matters arising

2.1 The minutes had been circulated and were accepted as a correct record.

2.2 Price of film

Brian Dafis confirmed that film ordered at least one month before filming was available from Newsplan 2000 at £17.00 per reel plus vat and packaging, rising at 3% per year. Once filmed the price would rise substantially so it was important to check the filming schedule and order in good time.

2.3 Newsplan survey of newspaper use

The report on the Newsplan(Cymru) survey of newspaper use had been circulated to the members of the Working Party. Surveys had now been carried out in nine Newsplan regions and the results collated by Ed King, British Library Newspaper Librarian. Iwan Jones agreed to forward copies of his report and statistical tables to the members of the Working Party via e-mail.

2.4 Fourth Newsplan Conference and new BL web page

The Proceedings of the Fourth Newsplan Conference were now available on the British Library Concord web site at www.bl.uk/concord/linc/newsplan.html together with Newsplan newsletters and minutes of the Newsplan Panel. Details of the contents of the new site were circulated.

3. Report of progress on Newsplan 2000

3.1 Project Officer's Report

Simon Kellas, Project Officer of Newsplan 2000, had prepared a report on progress which was circulated. The report drew attention to the Project's web site www.Newsplan2000.org where the up-to-date filming schedule and the Project Handbook was available, and to the Project's listserv which would keep those who joined it fully aware of developments. Over 1400 reels had now been produced, and although the schedule had slipped slightly film was now being produced in quantity and to a high standard.

3.2 Microfilm reading equipment

Rhidian Griffiths drew attention to the distribution of microfilm reading equipment mentioned in Simon Kellas's report. He explained that shared funding from the newspaper industry would be devoted to the purchase of microfilm reading equipment and that Newsplan 2000 had decided to review the distribution of equipment generally. Equipment would be distributed only to libraries which were acquiring Newsplan film. Newsplan 2000 had requested submissions from Newsplan regions concerning the need for equipment within each region. John Woods of Bridgend Libraries had agreed to approach the Society of Chief Librarians to form a picture of what equipment was needed in Wales. It was agreed that the formula originally devised to estimate equipment required was not appropriate everywhere. In general authorities preferred reader-printers to microfilm readers, but it was accepted that reader-printers were more expensive and that not enough might be available to meet the demand.

4. Arrangements in Wales

4.1 'Free copies' of microfilm

Rhidian Griffiths explained that in order to make sure that as much microfilm as possible was distributed to local libraries he had written to libraries in Wales inviting them to claim the 'free copies' of microfilm which would be available from Newsplan 2000, on the understanding that they would pay the cost of preparation (which both the British Library and the National Library of Wales had set at £8.47 per volume filmed). There had been a good response and he was glad that the libraries themselves had come to an agreement about titles which were of interest to more than one authority. He said that the newspaper groups which had contributed partnership funding might wish to give publicity to local newspaper titles which had been filmed, and that authorities should be aware of this particularly if titles were not available locally because all films were held at a central location.

4.2 Filming progress

Brian Dafis reported that 17 of the 22 Welsh authorities were acquiring film as part of the Newsplan 2000 Project. One closing date for claiming film had already passed and all further claims for all newspapers scheduled for filming before June 2003 should be made by 8 November 2002 at the latest. Local libraries had already claimed about 50% of all titles, so there would be good distribution of local titles throughout Wales. 600 newspaper volumes had now been despatched to Microformat for filming, in April, August and October, and 1000 reels were expected in return. Some volumes had already been filmed and returned to the Library. The condition of the volumes returned was good and the National Library would arrange the return of loaned volumes to local libraries.

4.3 Receiving and checking film

Brian Dafis urged libraries to check the film they received as soon as possible and not to store it without checking it, particularly for content and labelling. He asked that any problems should be reported to him as soon as possible. So far only a small amount of film had been distributed and the quality was good. In the case of 'free film', invoices for the preparation of volumes would be sent out by the National Library or the British Library (charging £8.47 plus vat per volume prepared). In the case of films ordered from Newsplan 2000 invoices would be sent by Microformat (charging £17.00 plus vat per reel delivered). Libraries could claim back v.a.t. from these invoices. Newsplan 2000 would not send invoices because it was not registered for v.a.t.

4.4 Future schedule

There had been some changes and some delay in the filming schedule. Joy Thomas said that it would help to have confirmation of receipt of orders, especially when filming was delayed for some reason. Brian Dafis said that the schedule for preparation was still on target, although there were some more difficult titles ahead. Filming was behind schedule because of problems at the start of the work.

4.5 Membership

Brian Dafis circulated a list of members of the Working Party with contact details and asked that any corrections or amendments should be sent to him at brd@llgc.org.uk.

5. Any other business

5.1 UK and Ireland Newsplan Panel Meeting, 3 October 2002

Iwan Jones reported on the meeting of this Panel, which had previously been known as the LINC Newsplan Panel. He drew particular attention to the *Guidelines on Retention and Storage*, which had been prepared by Ed King, and which might help libraries with problems in this area. In addition, most of the Newsplan regions had now published their Newsplan Reports in searchable form on the web. If Wales was not to be left behind Working Party members would need to become involved in updating the Newsplan (Wales) report and in putting it on the web.

6. Date and place of next meeting

Thursday 10 April 2003, provisionally at the National Library of Wales.