

**Public Libraries Advisory Committee**  
**Meeting agenda and summary of discussion of the 14<sup>th</sup> Meeting**  
**held on 11 October 2012**

**Enhance Loan Quota for Hong Kong Public Libraries**

1. Members were briefed on the following recommendations:
  - i. To increase borrowing quota and reservation quota of library materials from 6 to 8 items;
  - ii. To maintain the existing arrangement of loan period of 14 days;
  - iii. To maintain the existing renewal arrangement at a maximum of 5 consecutive times with a 14 day- period for each renewal, unless the item is already reserved by another reader; and
  - iv. To review the above measures after 1 year of implementation.
  
2. Members' discussion was summarized as follows:-
  - i. Members generally welcomed the recommendation to uplift loan quota. HKPL should decide on the implementation details and to conduct a review after one year and to consult the Advisory Committee again by then;
  - ii. Members suggested acquiring more e-books in particular children's e-book which would be canvassed in the review; and
  - iii. To implement a mechanism to alert borrowers when their borrowed item(s) had been reserved by third parties. This suggestion would be further explored in future, though logistic and technical complexities were expected.

## **Cultural exchange and inter-library cooperation of Hong Kong Public Libraries and libraries in Mainland China**

3. Members were being briefed on the recent years' cultural exchanges and inter-library cooperation of the HKPL with the Mainland, Taiwan, and Macau. The HKPL would continue strengthening ties with other library systems by continuously looking for and participating in cooperation opportunities with counterparts in the Mainland and other places.
4. Members' discussion was summarized as follows:
  - i. The Committee suggested improving public awareness on the cooperation and ties built up by the HKPL with the other library systems. There were also enquiries on the integration of the library system with overseas counterparts, whether HKPL had collected publications from overseas, and if overseas visitors could use reference collections in HKPL; and
  - ii. In response, it was confirmed that visitors could use library materials including the rare books collections in the Reference Libraries of the HKPL. Besides, the HKPL had all along been exchanging publications with other library systems, and among the cooperation programmes already in the pipeline, there was project on digital library in co-operation with the library systems overseas.

## **Performance Indicators of Hong Kong Public Libraries**

5. Members were being briefed on the measures and key performance indicators

adopted by the HKPL for evaluating its work. Furthermore, to supplement the findings, various qualitative means would be adopted to assess their effectiveness. In addition, comparisons would be made with some major overseas public library systems for evaluating HKPL's performance in the international arena with reference to the Metropolitan Libraries Annual Statistical Survey conducted by the Metropolitan Libraries Section of the International Federation of Library Associations and Institutions (IFLA).

6 Members' discussion was summarized as follows:

- i. The Committee suggested using Target-based-performance so that action plans could be formed to achieve the targets, such as setting the targeted increase in the number of registered borrowers. HKPL should also improve its marketing and branding so as to enhance its image and to arouse public awareness of its many achievements. In addition, more attention should be given to the new immigrants and cross-border students; and
- ii. In response, the indicator for the number of registered borrowers was adjusted annually according to the estimated population growth. It would be difficult to fix a target for it as it depends on the library users' needs and mode of use. Currently, the HKPL already had different channels to reach the new immigrants and was working in cooperation with the Education Bureau to invite primary students to register as readers. On the other hand, enhanced marketing of library services to the members of the public would be arranged in appropriate time.

## **Any Other Business**

- 7 Members were informed that the Hong Kong Memory Project being developed by the Hong Kong Institute for the Humanities and Social Sciences of the University of Hong Kong and funded by the Hong Kong Jockey Club, would soon release its website for public access. Members were invited to give comments so that necessary improvements could be made before its official launch.
- 8 In response to an enquiry on book collection and donation, it was explained that the librarians of respective libraries would assess the library needs of the community they served and submit their collection development plan on a yearly basis for the Technical Processing Unit to consolidate an overall collection development plan for the HKPL. Suggestions from readers for purchase were also welcome. Regarding book donation, HKPL welcomed books and materials with historical and research value for special collections.

Secretariat of the Public Libraries Advisory Committee  
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