

1989	Arnhem, Netherlands
1990	Vienna, Austria
1991	Beijing, China
1992	Jyväskylä, Finland
1993	Roma, Italy
1994	Canberra, Australia
1995	Malaga, Spain
1996	Wingate, Israel
1997	Paris, France
1998	Hong Kong, China
1999	Los Angeles, USA
2000	Valparaiso, Chile
2001	Lausanne, Switzerland
2002	Barcelona, Spain



2003 Havana, Cuba

*Minutes of the
Executive Committee
March 18-22 2003*

INDER

Open Forum
Sports Information Seminar
Presidential Committee

**IASI Meetings
March 2003
Minutes**

*** * ***

**The International Association
for Sports Information**

IASI

**thanks the
Cuban National Institute for Sports
Physical Education and Recreation**

**for the excellent organization
of the 2003 IASI meetings
in Havana, Cuba**

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IASI Executive Committee

INDER - Havana, 2003

18th – 22nd March



Schedule

Tuesday 18th	Morning	Arrival of participants Presidential Board meeting (A)
	Afternoon	Presidential Board meeting (B)
	Evening	Welcome address by the Vice-President for Sports, Physical Education and recreation of Cuba
Wednesday 19th	Morning	Opening of the meeting by the President for Sports, Physical Education and recreation of Cuba Seminar “Advanced technologies applied to sports information centers”
	Afternoon	Ad hoc Working groups meetings. Regional groups meetings SportDiscus meeting
Thursday 20th	Morning	IASI Executive Committee meeting.(Part A)
	Afternoon	Open Forum
Friday 21st	Morning	IASI Executive Committee meeting.(Part B)
	Afternoon	IASI Executive Committee meeting (Part C)
	Evening	Diner at “Giraldilla” Restaurant
Saturday 22nd	Morning	Visit to International Sports School, “Manuel Fajardo” Physical Culture top Institute’s Information Centre and to the Sports medicine Institute’s Information Centre.

	Afternoon	Social Programme : Visit to "Old Havana"
Sunday 23rd		Departure of participants or post-meeting tours

Wednesday, March 19th 2003

Seminar

“Advanced technologies applied to sports information centers”

09.00-09.45 *Opening Ceremony by M. Humberto Rodriguez, INDER President*

Conference papers :

09.50-10.20 *Development of a National Policy for Sports Information in Cuba.*
Prof. Gerardo Garcia Cabrera (Cuba)
Prof. Maria Aurora Soto Barbon (Cuba)

10.20-10.50 *Infra and Infostructures of Information and Documentation network within the Cuban Physical Culture and Sport System.*
Prof. Esperanza Bobes Ruiz (Cuba)
CINID Manager, INDER

10.50-11.20 *NASLIN: the History and Development of a Regional Network.*
Prof. Lib. Gretchen Ghent, Chair, NASLIN (Canada)
IASI Vice-President for North America
 Paper read by **Ms Jill Haynes, Manager NSIC (Australia)**
IASI Vice-President for Oceania

11.20-11.40 Coffee break

11.40-12.10 *The Information science in the context of sport.*
Dr. Melvyn Morales (Cuba)

12.10-12.40 *Basic principles for the Digital Library planning.*
Ms Jill Haynes, Manager NSIC (Australia)
IASI Vice-President for Oceania

12.40-13.10 *The European Project in Sport Information : EkoS.*
Prof. Alain Poncet, IASI President (France)

13.10-14.0 *Necessity of a new survey in Sports participation.*
Prof. Masahiro Ueda, Sasakawa Sports Foundation (Japan)

**Minutes
of the
Executive Committee
Meeting**

**18 – 22 March, 2003
Havana, Cuba**

Reporter: Ms. Isabelle Daguin-Caswell

**Thanks to all the IASI ExCo members who
helped the Reporter to prepare these Minutes**

Executive Committee meeting

18 - 22 March 2003

Havana, Cuba

(001) The IASI annual meeting took place in Havana, Cuba, from March 18th to 22nd 2003. It was organized by INDER , the Cuban National Institute for sports, physical education and recreation.

(002) The programme included the Presidential board, the sessions of the Executive committee, the Open Forum and a local sports information seminar.

(003) The meetings were attended by 33 participants, from 18 different countries (**see Appendix 01, page 29**). The national seminar was attended by 35 participants.

(004) The opening ceremony took place on Tuesday 18th, in presence of the vice-president of INDER, Mr Roberto Marti Montero, who addressed a message of welcome to all the participants. Mr Alain Poncet, President of IASI, stressed the importance of this meeting as regards the development of sports information worldwide.

(005) The members of the Executive Committee were impressed by the high level of the services offered by the local organizers. The enthusiasm of the INDER staff contributed to the success of this 2003 annual meeting.

Part A : Introduction and reports

A.1. Welcome

(006) President Alain Poncet welcomed the participants and invited them, as well as the observers, to contribute actively to the discussions and work of the Executive Committee.

(007) President Alain Poncet heartily thanked Ms Esperanza Bobes, Director of the Sports Research and Information Center and IASI Executive Member, for the valuable work she has done as head of the Organizing Committee of the meeting.

(008) Before dealing with the agenda, President Alain Poncet apologized on behalf of the members of the Executive Committee who could not attend the meeting : Ms Beatriz Barbera (Argentina), Mr Clement Fasan (Nigeria), Ms Gretchen Ghent (Canada), Mr Jose Aquesolo (Spain), Mr Mauricio Bruni (Italy), Mr David Coleman (United Kingdom), Mr Jean-Michel Johnson (Canada), Mr Li Tak Nang (Hong Kong, China), Mr Bruno Rossi Mori (Italy), Mr Hartmut Sandner (Germany), Ms Cindy Slater (USA), Mr Ervin Sramel (Slovenia), Mr Andrei Teodorescu (Rumania). He mentioned three members gave proxy votes : Ms Gretchen Ghent, Ms Cindy Slater and Mr Andrei B. Teodorescu.

A.2. Approval of the Agenda

(009) The Executive Committee approved the agenda as presented in **Appendix 02, page 30**.

A.3. Approval of the Minutes of IASI meeting in Lausanne

(010) No comments were received by the secretariat about the draft Minutes of the Executive Committee held on March 14th – 18th, 2002 in Barcelona.

(011) The Ex Co participants unanimously approved the Minutes of the IASI Barcelona meeting.

A.4. Report from IASI President

(012) President Alain Poncet submitted his official record (**see Appendix 03, page 33**). He reviewed the work done regarding the administrative and financial matters of IASI since the Barcelona meeting and described IASI relations with ICSSPE, IOC, UNESCO, ENSSHE and EASM. The situation of sports information in IASI regions was reviewed as well as the results obtained by working groups.

(013) President Alain Poncet established the following priorities for the coming year :

- to regain the lead potential of the Association (replace the members of the Ex Co who resigned);
- to develop a marketing and communication plan in each region to raise membership;
- to promote sports information and encourage the creation of centers in developing countries;
- serve the needs of IASI members, and reactivate therefore the working group on Members' survey.

A.5. Report from the Executive Secretary

(014) Mr Jose Aquesolo has recently resigned his position as Executive Secretary. He has provided his report (**see Appendix 04, page 38**) on the activities of the secretariat since the Barcelona meeting.

(015) Mr Jose Aquesolo offered to collaborate with the new Secretary as regards the marketing plan.

A.6. Report from the Treasurer

(016) Ms Anitta Pälvimäki reported on IASI financial situation (**see Appendix 05, page 39**), mentioning that the bank accounts in Belgium were closed last September. She also stated that the IASI financial operations, from February 20th 2002 to February 28th 2003 were audited in March. As far as the future is concerned, Ms Pälvimäki reviewed the objectives :

- to close the bank accounts in the Netherlands ;
- to convert the bookkeeping to a more modern and machine-readable form ;
- to publish a current meembership list twice a year ;
- to publish statistics on membership.

A.7. Report from the Publications Officer

(017) Ms Gretchen Ghent could not attend the meeting. She has provided a detailed report on work carried out since the last meeting (**see Appendix 06, page 40**).

A.8. Financial Matters

A.8.1. Financial operations since the meeting in Barcelona

(018) The two bank accounts in Belgium were closed in September 2002.

A.8.2. Report from the Auditors on the fiscal year 2002

(019) The Treasurer Anitta Palvimaki read the report of the auditors (**see Appendix 07, page 43**), Ms Vappu Kiiski and Ms Mirja Laitinen for the period from February 20th 2002 to February 28th 2003.

(020) President Alain Poncet invited the Executive Committee to approve the report and discharge Ms Anitta Pälvimäki from her financial responsibilities for the same period. The Executive Committee approved both proposals.

A.8.3. Financial Balance on 19 February 2001

(021) The Treasurer Anitta Palvimaki presented the financial balance on February 28th 2003 which showed a positive carry-over of USD 35 169,96, not including a reserve fund of USD 20 000.

(022) The balance showed a potential cost of USD 4 500 related to payments for the website and the brochure.

(023) the Executive Committee approved the financial balance as presented (**see Appendix 08, page 44**).

A.8.4. 2002 Budget

(024) The main guidelines for the 2003 budget were examined, as far as expenses and income were concerned.

A.8.5. Other financial matters

(025) As no other issue needed to be dealt with, the Executive Committee concluded this first session.

Developments since March 2002

A.9. Reports from the regions (Vice Presidents)

A.9.1. Developments in Africa

(026) No report was received from Mr Clement Fasan, Vice President for Africa. Mr Fasan informed the Executive Committee that a meeting would be held in Africa in 2003 within the framework of the African Games. A description of the project as well as a detailed budget were to be transmitted to IASI Executive Committee.

A.9.2. Developments in Latin America

(027) Ms Beatriz Barbera resigned recently and no report was received from her.

A.9.3. Developments in North America

(028) Ms Gretchen Ghent could not attend the meeting but she sent a detailed report of the activities dealt with in the region she is Vice President of (**see Appendix 09, page 46**). The work carried out by NASLIN, the activities of sport librarians and libraries as well as the contributions to SPORTDiscus were reviewed. The updating of Scholarly Sports Sites was also examined.

A.9.4. Developments in Asia

(029) Mr Ma Tie, Vice President for Asia delivered his written report (**see Appendix 10, page 49**). The activities in Asia were mainly highlighted by the preparation of the 2005 IASI Congress. 300 leaflets announcing the Congress were available at the meeting. The Vice President also gave information about the creation of the new Sports Information Institution in China. He mentioned the Sports Science Congress, 2002 Busan Asian Games, which was held last September in Korea. Inter-countries exchanges, especially with Japan, and contributions to SIRC were also reviewed.

A.9.5 Developments in Europe

(030) The Vice President for Europe, Ms Ayala Maharik, reported (**see Appendix 11, page 51**) on the main activities carried out in various countries such as Portugal, Poland, Germany, Rumania, Italy, Norway and Latvia.

A.9.6. Developments in Oceania

(031) The vice President of this region, Ms Jill Haynes, presented the report (**see Appendix 12, page 56**). The major event was the Sports Information Workshop held in Perth, Western Australia, in November 2002, the evaluations of which are very positive. The strategic plan for the future direction for the Oceania Sports Information Centre to 2004 was also reviewed. The creation of two new databases, the Australian Sports Calendar and the Australian Sports Directory, as well as the contributions to SPORTDiscus were examined. The situation in New Zealand was mentioned : the new IASI member, Simon Chamberlain, attended the workshop in Perth and new developments in the relationship between Australia and New Zealand in the area of sports information are expected.

A.10. Regional developments in sports information

A.10.1. SportCom

(032) There is no written report. A meeting, planned in June in Malaga, Spain, is to be confirmed.

A.10.2 ASIA

(033) Mr Ma Tie informed that the review of ASIA network is included in the regional report. The fact that Korea may soon be a member was mentioned.

A.10.3. OSIC

(034) Ms Jill Haynes informed the Executive Committee that the review of the OSIC network is included in the Oceania regional report.

A.10.4. NASLIN

(035) The situation of NASLIN was reviewed in the North America regional report. The meeting, planned in May 2003 in Columbus, Ohio (USA) was mentioned.

A.10.5. LUSOFONIA

(036) The representative of the Portuguese-speaking countries, Mr Laercio Elias Pereira, from the Virtual Sports Centre, Brazil, reported on the work carried out in this linguistic area (see **Appendix 13, page 59**).

A.10.6 Others

(037) As no other report was delivered, the Executive Committee proceeded to Part B of the agenda.

Part B Developments since Barcelona 2002

B.1. Set of Proposals from the Open Forum

(038) The Open Forum met on March 20th and was attended by 35 people. The work of the Open Forum is expressed in eleven recommendations (see **Appendix 14, page 61**) which were examined in detail by the Executive Committee.

B.2. News from the ad hoc Working Groups

B.2.1. ahWg on members survey

(039) In her report (see **Appendix 15, page 62**), Ms Erika Schwarz explained why the group has not made much progress since the Barcelona meeting. She proposed that more members join the group.

B.2.2. ahWg on IASI website

(040) The situation of the IASI website and the work accomplished by the working group were reviewed in the report transmitted by Ms Gretchen Ghent (see **Appendix 16, page 70**). President Alain Poncet mentioned that all requests for updating the IASI website were to be sent to the IASI Publications Officer.

B.2.3. ahWg on marketing strategies

(041) 5 000 copies of the IASI brochure were recently printed in Spain, as a first step to communicate the role, purpose and services of IASI to potential members. The brochure has an independent part to include specific information on each IASI region.

B.2.4. ahWg on best practice for archiving electronic resources

(042) Ms Jill Haynes explained that the job is much too extensive and that the working group should be in a better position after 2005, since the Scientific Congress in Beijing is to deal with this topic. It was recommended to wait until the Scientific Congress.

B.2.5. ah Wg on disseminating sports and PE test information

(043) Mr Gretchen Ghent replaced Ms Ayala Maharik as chair of this working group last December. The main questions and recommendations appear in the report she transmitted (see **Appendix 17, page 75**).

B.2.6 ahWg on IASI 2005 world congress

(044) The time table for congress announcements, (see **Appendix 19, page 82**).paper submissions, printing, registration appear in the report delivered by the working group

(see Appendix 18, page 80). The first notice was also printed on a leaflet, 300 copies of which were available during this meeting. As far as the Congress Committees are concerned it is to be noted that the name of the Vice Chair of the Committee on Sports Archives and Digitalization is Mr Tian Ye, Vice-President of Beijing University.

B.2.7. Temporary ahWg on operational guidelines for IASI Vice-Presidents

(045) Ms Cindy Slater has provided a very extensive report on the work carried out by the adWg (see Appendix 20, page 86), which will be very useful to assist new Vice-Presidents in understanding their roles and responsibilities.

B.3. Collaboration with organizations

B.3.1. Collaboration with IOC

(046) President Alain Poncet reported on the very active co-operative relationship between IASI and IOC. The programme for developing countries and particularly for Africa was discussed during a meeting at IOC headquarters in July 2002. It was proposed to establish and support two main African sports information centres, one in the English-speaking area, one in the French one. Supported by an existing NOC, these centres would become the co-operative resource and foundation for all the NOCs in their respective linguistic area.

The World Directory of Sports Information Centers and Experts (www.directory-iasi.org) was carried on in 2002. 107 centers are now referenced in these useful tool. President Alain Poncet encouraged members to put the references of their Center in it (and to correct them if necessary).

B.3.2. Collaboration with UNESCO and ICSSPE

(047) In January 2003, President Alain Poncet attended the « Round table of Ministers of Physical Education and Sports » in the headquarters of UNESCO in Paris. IASI supports the work undertaken by governments and sports organizations by supplying the relevant information.

(048) Ms Gretchen Ghent attended the annual meeting of ICSSPE's Editorial Board in Manchester in July 2002 and was very active in the publishing of a special issue of the periodical « Perspectives ».

(049) President Alain Poncet attended the annual ICSSPE Association board meeting which also took place in Manchester. Common actions were discussed, especially the Human Kinetics programme and the participation of IASI in the Thessaloniki pre-Olympic congress in 2004 with the participation to a Cyber Café, like in Brisbane 2000.

B.3.3. Collaboration with ENSSEE and EASM

(050) President Alain Poncet reported that close links have been maintained with these two organizations, by participating in their annual forums. The 2003 meetings of ENSSEE and EASM are going to be held respectively in Lausanne, from September 24th to 28th and in Stockholm from September 10th to 13th. These organizations are both involved in the European eKos project.

B.3.4. Collaboration with the Pan-European Sports Information Service (PESIS)

(051) PESIS is now called eKOS, European Knowledge of Sports. The project has recently been submitted to the EEC. Further developments are expected in June.

B.3.5. Collaboration with COMPASS

(052) At the request of the COMPASS group, the IASI Executive Committee decided to create an ad hoc working group and to appoint the Chair. The subject will be discussed in B.4.7. (see **Appendix 21, page 89**).

B.3.6. Collaboration with SIRC

(053) Ms Gretchen Ghent is in charge of the relations with SIRC. All the members' remarks should be transmitted to President Alain Poncet since a meeting with SIRC is to take place after the NASLIN meeting, planned for May 2003.

Future developments

B. 4. Future developments of the ahWg

B.4.1. ahWg on members survey

(054) This working group needs to be reactivated. Two new members are willing to join the group, Mr Georg Anders, Germany, and Mr Masa Ueda, Japan, to help with the questionnaire.

The Executive Committee budgeted USD 1 500 for the Survey.

B.4.2. ahWg on IASI website

(055) President Alain Poncet stressed that all comments were welcome and should be transmitted to Ms Gretchen Ghent. Mr Laercio Elias Pereira wished to join the group.

B.4.3. ahWg on marketing strategies

(056) As far as the IASI brochure is concerned, each region is free to prepare the specific insert according to its needs. Vice-Presidents are in charge of the distribution in their own region and should indicate as soon as possible to President Alain Poncet the number of copies they need. Each region will have the inserts of the others to be able to inform all their visitors.

(057) Mr David Coleman will be approached to chair this group.

B.4.4 ahWg on best practice for archiving electronic resources

(058) The situation of this working group was reviewed in B.2.4.

B.4.5. ahWg on disseminating sports and PE test information

(059) Ms Gretchen Ghent provided an extensive report (**see Appendix 22, page 92**). The creation of a separate test database by IASI was not recommended.

(060) It was decided to display Ms Ghent's report on the IASI website.

B.4.6. ahWg on IASI 2005 world congress

(061) 2 000 copies of the leaflet were printed in China. They will be distributed according to the list of the previous congress in Lausanne to help the first announcement.

(062) The second notice will be released by mail and on the website in May 2004, after the Lisbon meeting.

(063) As far as the identification of keynote speakers and budget implications are concerned, they would have to be known before the Lisbon meeting in order to be examined then.

B.4.7. ahWg on COMPASS

(064) It was decided to appoint Mr Bruno Rossi Mori (Italy) as Chair of the working group.

B.4.8. Other ahWg if required

(065) The creation of a working group on IASI-SIRC relations was required. The members will be Ms Jill Haynes, Ms Hege Underthun, Mr Laercio Elias Pereira, Mr Ma Tie ; Ms Gretchen Ghent will be approached. President Alain Poncet will chair this working group. The objective is to review the present situation and define future working conditions.

C. 1. Other activities of the working programme

C.1.1. IASI Publications

(066) The newsletter was produced regularly. President Alain Poncet encouraged the members to continue to give information to the Publications Officer.

C.1.2. Indexing Olympic Review

(067) The work has been done in good conditions by AAFLA in Los Angeles. The Olympic Review is now digitized and search is possible by title and author. President Alain Poncet proposed that this activity should no longer appear in the working programme.

C.1.3. IASI Listserv

(068) Ms Ayala Maharik presented IASI Listserv as a very good tool for communication. She mentioned that she received many commercial messages that she had to delete.

C.1.4. Exchange of primary documents

(069) Primary documents are exchanged on an informal basis, free of charge. Many rules exist and it seems difficult to reach an agreement. The IOC representatives proposed to clarify and simplify the procedure.

C.1.5. Support for developing countries

(070) The situation was reviewed in A.9.1.

C.1.6. Funding for projects

(071) The Executive Committee received no information on the meeting which was to be held in Hong Kong in 2003. It was therefore impossible to include this project in the 2003 budget.

C.1.7. Sport info training

(072) No information was received by the Executive Committee.

C.1.8. Cybercafé at ICSSPE Pre-Olympic congress in 2004

(073) President Alain Poncet has been recently informed that IASI participation was possible. This activity will be budgeted during the Lisbon meeting in April 2004.

C.1.9. Human Kinetics donations programme

(074) This programme has involved four different countries : Greece in 2000, Iran in 2001, Sri Lanka in 2001, Vietnam in 2001 and 2003. A list of the countries likely to be concerned by this programme is available at ICSSPE.

C. 1.10. Setting guidelines for Vice-Presidents

(075) The document mentioned in B.2.7. was accepted by the Executive Committee.

C.1.11 IASI website accessibility issues (eg. for disabled people)

(076) The Executive Committee decided this activity was not to be continued since there was no news from the person in charge (Jean-Michel Johnson).

To conclude this part, the 2003-2004 working programme appears in **Appendix 23, page 109**.

C. 2. Approval of the budget for 2003-2004

(077) As the working programme had no financial implications, the budget was voted (see **Appendix 24, page 112**).

C.3. Replacement of some Managerial Unit and ExCo members

(078) Three people had to be replaced : one member of the Executive Committee (Jean-Michel Johnson), the Executive Secretary (Jose Aquesolo) and the Vice-President for Latin America (Beatriz Barbera). These replacements must be made according to the rules (statutes and by-laws) of the Association.

(079) According to the rules, the ExCo member has to be elected by the General Assembly. The Presidium recommended to wait the 2005 congress in Beijing to organize such an election.

(080) According to the rules, the Executive Secretary has to be approved by the Executive Committee on proposal of the President. President Alain Poncet proposed the candidature of Maria-Lluisa Berasategui, which was accepted. IASI headquarters will have to be moved from Malaga to Barcelona.

(081) According to the rules the Presidium decided to organize the election of the new Vice-President of Latin America Region. The procedure, according to the rules of the Association, is the following :

- the official list of the members having the right to vote and to be candidates will be sent by the Treasurer to President Alain Poncet before April 5th
- the official announcement of Ms Beatriz Barbera's resignation, the call for candidatures, the information on the procedure and the timetable will be sent by President Alain Poncet
- candidatures will be received until the 10th of May

- the Extraordinary General Assembly will take place on June 14th in Paris, with IASI President as election leader, one INSEP member and one Sportdoc member as scrutineers and the Executive Secretary.

The procedure was accepted by the Executive Committee.

C. 4. IASI Congress 2005

This was already discussed in B.2.6 and B.4.6.

C.5. Future IASI meetings

(082) The 2004 meeting will take place in Lisbon, Portugal (see **Appendix 25, page 114**).

(083) President Alain Poncet encouraged the participants to give proposals for the years 2006, 2007, 2008 and 2009. He briefly reviewed the procedure: a letter of intent and a short description of the local organization are to be sent to the Presidium two years before the meeting proposed ; the choice is made by vote of the Executive Committee.

C. 6 Miscellaneous

(084) It was decided to release these Minutes on IASI website, to send them on Listserv and to print them only for those who have no access to the Internet.

(085) As no other issue needed to be dealt with, the President Alain Poncet closed the debate of this Executive Committee 2003, and thanked the participants for their active contribution.