



Library Association of Singapore
Founded in 1955

Annual Report *2011*

LAS Annual Report 2011

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OBJECTIVES

- To unite and promote the interests of all persons engaged in library and information work or interested in libraries and information centres.
- To promote the better administration and management of libraries and information centres.
- To encourage the establishment, development and use of libraries and information centres in Singapore.
- To promote professional education of persons engaged in library and information services.
- To work towards the enhancement of the status and role of professionals in library and information services.
- To encourage its members, through its programmes and publications, to increase their own professional capacities and performance.
- To publish and disseminate such information and knowledge as will be of service to members.
- To undertake such activities, including the holding of meetings and conferences, as are appropriate to the attainment of the above objectives.

- *Extracted from the Constitution of the Library Association of Singapore*

CHRONOLOGY

- 1955 Formation of the Malayan Library Group on 25 March 1955.
- 1958 Name changed to Library Association of Malaya and Singapore.
- 1960 Association dissolved and 2 new groups formed due to the Federation government's policy not to grant registration to pan-Malayan associations:
- Persatuan Perpustakaan Tanah Melayu (Library Association of Malaya)
 - Library Association of Singapore
- 1964 Library Association of Singapore was reconstituted as Library Association of Malaya, Singapore Branch, after the merger between Singapore and Malaya.
- 1966 The Singapore Branch became an independent body after Singapore's separation from Malaysia. The Persatuan Perpustakaan Singapore (Library Association of Singapore) was formed.
- 1972 The Association was renamed the Library Association of Singapore (LAS) on 25 March 1972.
- 2005 The Association celebrated its Golden Jubilee on 15 November 2005.
- 2007 The Association held its conference on the theme *Librarians, Strengthening, Moving Forward* from 29 to 31 January 2007.
- The Association accorded Mrs Hedwig Anuar the first LAS Lifetime Contribution Award on 1 November 2007.
- 2008 The Association gave out the LAS Professional Service award to 3 winners: Ms Lau Siew Kheng, Ms Manijeh Namazie and Mr R Ramachandran, at the Istana Reception on 9 May 2008.
- The Association held its LAS Conference 2008 on the theme *Innovate to Serve* on 8-9 May 2008.
- The LAS Professional Development Scheme was launched on 25 Aug 2008.
- 2009 136 LAS professional members from the first 5 batches were given the Practicing Professional award under the PDS scheme.
- 
- The Association accorded the LAS Professional Service Award to Mrs Sylvia Yap at the LAS Tri-event held on 16 October 2009.
- 
- The Tri-event was also the occasion to launch the inaugural LAS Library School Scholarship award, which was awarded to Mr Herman Felani bin Md Yunos.
- 
- Professor Tommy Koh, Ambassador-at-Large and Patron of LAS, was invited to give out the LAS Lifetime Contribution Award to Ms Rosemary Yeap at the LAS Annual Dinner held at the Pod on 16 October 2009.

CHRONOLOGY

2010

Launch of first online volume of the Singapore Journal of Library and Information Management on 25 January 2010. The table of contents and full text of the articles for Volume 38 are open access and available to everyone. The journal is no longer available in hard copy.



Launch of LAS first entry level (WSQ Level 2) training programme for library support staff on *Support General Reference and Information Enquiry*. This was the first of the 5 competency based programmes which form the WSQ Higher Certificate in Library and Information Services. All 5 modules were developed by LAS and approved by WDA by end 2010.

The 2010 LAS Awards were presented by our Guest of Honour, Dr N Varaprasad at the LAS Awards Ceremony and Hi-Tea event held on 15 January 2011 at the Rendezvous Hotel.



The Association accorded the LAS Lifetime Contribution Award to Datin Patricia Lim Pui Huen.



The LAS Professional Service Award 2010 was presented to Mr Choy Fatt Cheong.



Mr Nurhazman Abdul Aziz, from NTU Library, became the first award winner of the LAS Outstanding Newcomer Award, which was launched in 2009.



The LAS Library School Scholarship 2010 was presented to Ms Samatha Thanh Giang Vu by Ms Puspa Yeow, President of LAS.

Debby Wegener, from TP Library, became the first award winner of the LAS Special Librarian Passion Award, which was launched in 2010.

2011



The LAS website was revamped with a fresh design and features that now allow online registration, renewal and payment for both membership and conferences.

LAS initiated a social media presence on Facebook and Twitter (<http://facebook.com/las.org.sg>, http://twitter.com/las_org_sg) as part of her online presence in September 2011.



The "Libraries for Tomorrow II" seminar was held on 14 April 2011 at Biopolis using social media tools such as Twitter and SMS to encourage spontaneous interaction at the seminar.

LAS conducted a Rebranding Workshop at the Brunei Library Association for Bruneian librarians, archivists and curators in December 2011. This was featured in The Brunei Times:

<http://www.bt.com.bn/news-national/2011/12/01/workshop-held-library-management>.

2012



The 2011 LAS Awards were presented by the Guest of Honour, Ms Hedwig Anuar at the LAS New Year Bash held on 7 January 2012 at the Rendezvous Hotel.

The LAS Lifetime Contribution Award was presented to Mr Chan Thye Seng.

The Association accorded the LAS Professional Service Award 2011 to Ms Ngian Lek Choh.

CHRONOLOGY

Mr Aaron Tay Chee Hsien, from NUS Libraries, was given the LAS Outstanding Newcomer Award.

The LAS Library School Scholarship 2011 was presented to Mr Cheng Eng Aun.

LAS expanded its website to manage job postings for the Library of Singapore's community. The website can be viewed at <http://las.org.sg/wp/jobsboards>. The site was launched in January 2012.

LAS participated in the PPM-LAS joint conference in Malacca from 16 to 17 March 2012.

PRESIDENT'S MESSAGE

Librarians can clear traffic.

Recently a group of LAS members and I went to Malaysia on a joint conference between LAS and our Malaysian counterparts, the Persatuan Pustakawan Malaysia (PPM). On the way there across the causeway, the tour guide told us that we could expect a long wait due to traffic jams as there was a throng of buses filled with Chinese tour groups. She said on the way back we could also expect a long wait due to the jam of Singaporeans coming home after the holidays.

We encountered no jams either way. Which led me to the conclusion that when a group of librarians band together, we can clear traffic.

What else can stand in our way?

2011 was an important year for LAS as we moved even more into the age of digital engagement. We moved into Twitter and Facebook for the first time in our history to engage librarians all over Singapore, and even internationally, on our activities and aspirations. The LAS Website was also revamped with a fresh look including a mobile version enabled for smart devices.

In our second *Libraries for Tomorrow* Seminar held on 14 April, we used social media tools to increase the participation of the audience. The Seminar, which was held at Biopolis, was attended by local as well as overseas delegates and saw a change in format to have even more emerging talent across the library community share their views and projects.

Our emerging talent also went international. Our LAS Council members Nurhazman Aziz and Janice Chia were invited to conduct a workshop on rebranding through new media in a conference to celebrate the Golden Jubilee of the Brunei Library Association in Dec 2011.

Furthermore, after a seven-year gap, we revived the joint conference between LAS and PPM in Malacca. This two-day event was filled not only with nostalgia for the relationships of the past between the two organizations, but was also charged with the calls by library veterans for us to protect and advance our profession.

What also emerged in the past year was the even more evident rise of library communities, quite spontaneously, to engage with those of like-minded interests – there was a plethora of special library groups meeting to discuss matters close to their heart. This is a trend that is very positive and reflective of the new community-driven engagement in Singapore and all over the world. I am pleased that the LAS online community platform was finally completed and will be available to support and nurture this burgeoning trend.

One of the greatest highlights of the year was the announcement that Singapore had won the bid for the 2013 World Library Information Congress (WLIC) by the International Federation of Library Associations (IFLA). For many librarians across generations, this was the fulfillment of a lifelong aspiration and LAS was very much involved in the process to secure this historic outcome. We also look forward to

PRESIDENT'S MESSAGE

galvanizing the entire community to show the world and Singapore the brand and power of librarians and libraries.

To have such a momentous year, I can only thank the LAS Council members as well as the various committees and panels such as the LAS Awards Panel and the PDS Board and Committee for being so tireless and committed to fly the flag of our profession.

In the New Year Bash held to celebrate the librarians who have contributed considerably to the profession, we had Mrs Hedwig Anuar as our Guest of Honour. This was in recognition of the heroic age of librarianship when librarians and libraries were emerging in Singapore; with heroes who paved the way for us to continue to fend for our profession.

I wish the coming years to be heroic ones and I am confident we can continue to blaze new trails with the heroes that continue to emerge in our profession.

After all, librarians can clear traffic.



LAS President, Gene Tan, with the original library hero – Ms Hedwig Anuar

LAS Council

President	Mr Gene Tan
Immediate Past President	Ms Puspa Yeow
Vice President	Mrs Lee Cheng Ean
Hon Secretary	Ms Soh Lin Li
Hon Treasurer	Ms Susan Song-Lim
Assistant Hon Secretary	Ms Khoo Ai Ling
Council Members	Ms Debby Wegener Ms Janice Chia Ka-Yin Ms Joan Wee Ms Loh Hui Hong Mr Nurhazman Abdul Aziz Mr Patrick Pu Fang Chiong Mr Yit Chin Chuan

LAS COMMITTEES

BUSINESS AND DEVELOPMENT

Committee Members:

Chairperson: Mr Patrick Pu Fang Chiong

Members: Ms Dianne Ng Say Hui
Ms Ruby Seng Sheh Lee

Terms of Reference:

1. To engage in promotion and publicity of LAS publications.
2. To solicit advertisements.
3. To manage LAS souvenir and merchandise items.
4. To coordinate all activities relating to donations and sponsorship.
5. To collate market information and identify new products and business.

INFORMATION TECHNOLOGY

Committee Members:

Chairperson: Mr Nurhazman Abdul Aziz

Members: Mr Kamaludeen Mohamed Rafi
Mr Ramaravikumar Ramakrishnan

Terms of Reference:

1. To be responsible for the production, access, maintenance and marketing of electronic information on the LAS web architecture.
2. To serve the administration needs of the LAS Council and members of LAS.
3. To help publicize LAS through the Web.
4. To provide a forum for members for discussion of common problems and matters of professional concern.
5. To provide IT or AV technical support.

LAS COMMITTEES

MEMBERSHIP

Committee Members:

Chairperson: Ms Khoo Ai Ling
Members: Ms Goh Beng Hwee
Ms Phoebe Lim Choon Lan
Mr Steven Chow Dick Mun

Terms of Reference:

1. To explore ways to increase LAS membership.
2. To look into providing more benefits to members.
3. To explore the possibility of making the LAS membership database accessible via the LAS website, with online membership application or update or renewal features.

PROGRAMMES AND SOCIAL

Committee Members:

Chairperson: Ms Loh Hui Hong
Members: Ms Catherine Tan
Ms Esther Wong
Mr Frank Seah
Ms Quek Tze Guek
Ms Wong Choy Ming

Terms of Reference:

1. To plan and organize social activities and professional programmes, throughout the year, to foster greater participation among members.
2. To create an awareness of the association in order to attract and encourage more professionals to join as members.
3. To enhance the image of the profession by liaising with other institutions and organizing appropriate programmes.

LAS COMMITTEES

PUBLICATIONS

Committee Members:

Chairperson: Mr Yit Chin Chuan

SJLIM

Editor: Ms Yeo Pin Pin

Assoc. Editor: A/Prof M Shaheen Majid

Editorial Board

Members: A/Prof Christopher Khoo Soo Guan,
Mr Choy Fatt Cheong, Mr Idris
Rashid Khan Surattee, Ms Isabella
Trahn.

SLB Team

Editor: Mr Yit Chin Chuan

Members: Mr Hilary Ho, Mr Justin Tan, Ms
Ruby Seng

WLIC2013 Publications Team

Chair: Mr Yit Chin Chuan

Members: Ms Azizah Sidek, Mr Ivan Chew, Mr
Rajendra Munoo, Ms S Zahra
Aljunied, Ms Sharon Koh, Ms
Shirley Khew, Ms Susan Song-Lim,
Ms Yeo Pin Pin

Terms of Reference:

1. To develop and implement publications policies and procedures for LAS publications.
2. To maintain quality control of all LAS publications according to acceptable standards.
3. To be responsible for the production of regular LAS publications originating from the Committee.
4. To be responsible for the editorial content of the periodicals published by LAS.
5. To be responsible for the compilation, editing, writing, updating or the commissioning of such undertakings of any LAS publications such as the LAS Conference, Seminar, Workshop Proceedings, Bibliographies, Lists, Reports.
6. To explore, establish and maintain alternative methods of state-of-the-art publishing, including electronic publishing, which are cost effective, speedy, and up to date.
7. To advise LAS Council on matters relating to LAS publications.

SPECIAL LIBRARIES SECTION

Committee Members:

Chairperson: Ms Debby Wegener
Temasek Polytechnic

Secretary: Ms Tay Chiew Boon,
National Library Board

Ex-Chairperson: Ms Susan Song-Lim
Monetary Authority of Singapore

Members: Ms Carol Sim Soek Cheng
Nanyang Academy of Fine Arts

Ms Charlotte Gill
Singapore Management University

Ms Halizah Jailani
National Library Board

Ms Manimekalai Thirumalai
Ministry of Trade & Industry

Terms of Reference:

1. To provide a platform for members to discuss issues pertaining to library, information and knowledge management services in special libraries.
2. To provide opportunities for members to network, collaborate and work towards the professional interest and welfare of library, information and knowledge professional engaged in special libraries.
3. To provide support to library, information and knowledge professional in special libraries to develop their professional skills and expertise.
4. To enhance and promote the recognition of librarians, and information and knowledge management professionals working in special libraries.

LAS COMMITTEES

TRAINING AND DEVELOPMENT

Committee Members:

Chairperson: Ms Janice Chia Ka-Yin

Members: Ms Chen Peishan
Ms Gee Miaw Miin
Ms Low Ke Khoon

Terms of Reference:

1. To develop and review policy for continuing library education needs and the development of educational programmes.
2. To recommend and stimulate an interest in specific fields of study and research for practicing librarians.
3. To identify and publicize local and overseas scholarships, training and development programmes.
4. To act as a clearinghouse on all aspects of library education, training and development for the professional and public-at-large.
5. To represent the Association in organizations and agencies that are concerned with professional education, training and development.
6. To carry out commercial training where there are perceived opportunities.
7. To seek potential training partners and to propose partnerships where appropriate.

LAS COMMITTEES

LAS AWARDS PANEL

Panel Members:

Chairperson: Mr Joseph Kennedy
Members: Mr Scott Davidson
Ms Hazel Loh
Ms Judy Ng
Ms Tan Lay Tin
Ms Manimekalai Thirumalai

Terms of reference:

1. To recognize members who render outstanding service to the profession
2. To promote professional growth through the development of grants, sponsorships and scholarships
3. To develop and administer all awards presented in the name of the Library Association of Singapore.

LAS COMMITTEES

PROFESSIONAL DEVELOPMENT SCHEME (PDS) BOARD

The PDS Board was set up in 2008 to approve applicants for the award of Practising Professionals under the Professional Development Scheme. In 2010, Council approved the re-designation of the PDS Board from an Ad-hoc Committee to a Standing Committee of LAS Council. The PDS Working Committee was also re-designated as a sub-committee under the PDS Board.

During the year the Board welcomed two new members:

- Mr Gene Tan, LAS President to the Board
- Ms Carol Sim Soek Cheng of NAFA to PDS Working Committee starting January 2012

The Board also wishes to thank Mr. Idris Rashid for his dedicated service as member of the PDS Board from Jan 2009 to Mar 2011.

Board Members:

Chairperson: Ms Sylvia Yap

Members: Mr Choy Fatt Cheong
Mr Gene Tan
Mr Idris Rashid (to March 2011)
Ms Ngian Lek Choh
Ms Puspa Yeow
Ms Kim-Chew Ah Too

Terms of Reference:

1. Examine and approve PDS applications for endorsement by LAS Council.
2. Review and approve changes to the PDS scheme.

PDS Working Committee

Committee Members:

Chairperson: Mr Choy Fatt Cheong

Members: Ms Ong Juey Ming
Ms Kim-Chew Ah Too
Ms Veronica Boudville
Ms Carol Sim Soek Cheng (from Jan 2012)

Terms of Reference:

1. Manage the submission process for PDS applications.
2. Examine PDS applications and check for award eligibility.
3. Advise applicants on details of their submission and suggest revisions.
4. Prepare list of applications for examination by PDS Board.
5. Manage PDS website.

ACTIVITIES OF THE YEAR

5 – 6 April 2011

The Training and Development Committee held the 2nd run of the WSQ Level 2 programme on “Support Collection Maintenance” with 17 participants.



14 April 2011

The Libraries for Tomorrow Seminar 2011 was held at Biopolis Auditorium, Singapore. It was a full day event where interesting and creative technologies that create *Libraries for Tomorrow* was shared. A total of 314 attendees, including local and overseas delegates joined the seminar.

3 – 4 May 2011

The Training and Development Committee held the 2nd run of the WSQ Level 2 programme on “Support Acquisitions & Serials” with 17 participants.



14 May 2011

The LAS Annual General Meeting was held at the Furama City Centre Hotel, Singapore, and attended by 120 LAS members. The new Council for 2011 to 2013 was elected.

7 – 9 June 2011

The Training and Development Committee held the 2nd run of the WSQ Level 2 programme on “Support Bibliographic Control Works” with 17 participants.



1 July 2011

The Digital Library Group under the Special Libraries Section of LAS was officially formed. The group held its first meeting at the National Library Building.

5 – 6 July 2011

The Training and Development Committee held the 2nd run of the WSQ Level 2 programme on “Provide Loans and Membership Services” with 17 participants.

12 July 2011

Business Librarians Group meeting held at the Li Ka Shing Library, Singapore Management University.

15 July 2011

The Persatuan Perpustakaan Malaysia (PPM) met up with the LAS Council at the Library@Esplanade for a short discussion on collaboration for conferences.

2 – 3 August 2011

The Training and Development Committee held the 6th run of the WSQ Level 2 programme on “Support General Reference and Information Enquiry Work ” with 17 participants.

19 August 2011

Singapore won the bid to host the prestigious IFLA in 2013 – the International Federation of Library Associations (IFLA) World Library and Information Congress (WLIC).

ACTIVITIES OF THE YEAR

6 – 7 September 2011

The Training and Development Committee held the 3rd run of the WSQ Level 2 programme on “Support Collection Maintenance ” with 17 participants.

3 – 4 October 2011

WDA completed the Continuous Improvement Review audit for all LAS WSQ Courses.

4 – 5 October 2011

The Training and Development Committee held the 6th run of the WSQ Level 2 programme on “Support Acquisitions and Serials Work ” with 17 participants.

14 October 2011

The Digital Library Group held their 2nd event at the Li Ka Shing Library, Singapore Management University.

19 October 2011

Business Librarians Group meeting held at the Singapore Press Holdings Information Resource Centre.

22 October 2011

LAS organized a visit to Micrographics Data to learn about conservation and preservation. The visit featured a factory tour and presentation of current library trends.

8 – 10 November 2011

The Training and Development Committee held the 3rd run of the WSQ Level 2 programme on “Support Bibliographic Control” with 18 participants.



9 November 2011

The Special Libraries Section held its 2nd annual networking event at the Li Ka Shing Library, Singapore Management University. This event was sponsored by Lexis-Nexis, and a panel discussion dealt with the topic of *Social Media and Marketing Libraries*. Ms Charlotte Gill was announced as the winner of this year’s LAS Special Librarian Passion Award.

29 November – 1 December 2011

Two council members attended the Brunei Library Association Regional Conference on Libraries, Archives and Museums 2011. Nurhazman Abd Aziz and Janice Chia co-facilitated the Pre-Conference workshop on *Rebranding our Profession*.

Janice Chia also presented on *LAS Singapore workforce skills qualification systems for library officers and para-professionals*. Nurhazman also delivered a Post-Conference workshop on *Harnessing new technologies to rebranding my professionalism in the library and information industry*.

ACTIVITIES OF THE YEAR

13 – 14 December 2011

The Training and Development Committee held the 3rd run of the WSQ Level 2 programme on “Provide Loans and Membership Services” with 17 participants.

7 January 2012

About 100 members gathered for the LAS New Year Bash held at the Rendezvous Grand Hotel Singapore. The LAS Awards 2011 ceremony was held together with this event and they were presented by the Guest of Honour, Ms Hedwig Anuar.

2 – 3 February 2012

The Training and Development Committee held the 4th run of the WSQ Level 2 programme on “Support Collection Maintenance” with 17 participants.

29 February 2012

Business Libraries Group meeting held at the Hon Sui Sen Memorial Library, National University of Singapore.

6 – 7 Mar 2012

The Training and Development Committee held the 4th run of the WSQ Level 2 programme on “Support Acquisitions and Serials Work” with 16 participants.



16 – 17 March 2012

31 Librarians from Singapore boarded the bus to attend the PPM-LAS Joint Conference in Malacca. The Conference was held at the Mahkota Hotel. After the Conference presentations and Dinner, the delegates were treated with cultural performances, river cruise, library visits and a friendly bowling tournament.

17 March 2012

24 LAS members were treated to a plethora of visual and audio treats at the visit to Sun Yat Sen Nanyang Memorial Hall.

19 March 2012

Arts Librarians Group meeting held at the Nanyang Academy of Fine Arts Library.

23 March 2012

Digital Libraries Group meeting held at the Nanyang Academy of Fine Arts Library.

MEMBERSHIP

The table below gives the membership status as of 31 December 2011. There was an overall decrease of 10% of the total membership largely due to a drop in personal membership.

For the 2012 membership renewal exercise, \$20 Kinokuniya vouchers were offered to the first 100 personal members to renew. As of 31 January 2012, all vouchers had been redeemed and about 60% of the personal members had renewed their membership. The LAS New Year Bash held on 7 January 2012 also contributed to the renewal figures.

Category	Dec 2010	Dec 2011	% Change
Professional	204	184	-10%
Associate	105	81	-23%
Affiliate	1	1	-
Life	102	101	-1%
Honorary	2	2	-
Professional (non-working)	4	5	25%
Institution (Libraries)	40	37	-8%
Institution (Schools)	16	17	6%
Institution (Others)	13	10	-23%
Total	487	438	-10%

FINANCE

The total income and expenditure for the year 2011 is reflected in the Auditor's Report presented in Appendix C.

The main sources of income were Training/Course Fees* (\$75,043), Sponsorship (\$30,370), Membership Fees (\$33,765) and Programmes* (\$20,550).

The main expenditure items were for Training/Courses (\$80,513), Programmes (\$22,086), Member Welfare (\$7,820), Awards (\$6,625) and Annual General Meeting (\$6,499).

There was an increase in volume and complexity in the Year 2011 accounts owing to more Training/Courses being offered under the WDA programmes. 11 courses were organized in 2011, benefiting a total of 187 trainees. In fact, Training/Courses took over as the number one source of income in 2011, comprising 47% of all major income items. This contrasts with 2010 where the single main source of income was from Membership Fees which made up 46% of major income sources. The intake from Membership Fees has decreased by \$1,290 or almost 4% from 2010, relegating it to second position, comprising 21% of major income.

In terms of Expenditure, Training/Courses also take precedence. These can be broken down into: Trainers Fees (\$23,952), Training Assessment Fees (\$20,829), Course Development Fees (\$14,770), Venue Cost (\$12,070), Printing & Stationery (\$4,616), Refreshments (\$4,180), and Miscellaneous (\$96). If we were to offset the Course Development Fees from the \$20,000 grant given by WDA the year before, the total expenditures for Training/Courses will be reduced to \$65,743, thus yielding a surplus of \$9,300.

**Note: Incomes from Training/Course Fees and Programmes have been incorporated into Income from Conference in the audited financial statements, following past years' practice.*

ANNUAL GENERAL MEETING 2011

1. The AGM 2011 was held at Furama City Centre Hotel, Singapore, on 14 May 2011 (Saturday). 120 members attended the meeting.
2. The minutes of the previous AGM were passed with no further amendments.
3. The AGM received and approved the Annual Report for the year ending March 2011 and the audited accounts for the Financial Year ending December 2011.

Please see **Appendix A** for **Minutes of the Annual General Meeting held on 14 May 2011**.

COUNCIL MEETINGS

1. The Council held a retreat on 15 June 2011 and 5 Council meetings on 26 July 2011, 29 September 2011, 11 November 2011, 13 December 2011 and 17 February 2012.
2. **Emerald arrangement.** Emerald has proposed a continuation of the same arrangement. Council agreed to this continuation and the new contract deal commenced on 1 January 2012 and will terminate on 31 December 2012.
3. **IFLA 2013.** Council agreed to take up 3 projects for the upcoming IFLA 2013, i.e. a Video to promote Singapore Libraries, a special publication on the libraries and librarians of Singapore and an Istana Garden Party for IFLA 2013. The funds would come from the IFLA organizing Committee.
4. **PPM-LAS Joint Conference.** Council supported the proposal for LAS to jointly organize a conference in Malacca, Malaysia for both LAS and PPM members. The conference was followed by social activities to build closer ties and relationship with PPM members.
5. **PDS Board and Working Committee.** Council approved the formation of the new PDS Board Standing Committee with the PDS Working Committee as its sub-committee.
6. **LAS Awards 2011.** Council approved the LAS Awards Panel recommended recipients for the LAS Lifetime Contribution Award, the LAS Professional Service Award, the LAS Outstanding Newcomer Award, and the LAS Library School Scholarship.
7. **Membership benefit.** Council approved the proposal to make use of remaining Kinokuniya vouchers as a 2012 membership benefit. The vouchers would be offered to the first 100 LAS personal members who renew their membership for 2012.
8. **Wiley discount program.** Council accepted the proposal to join the Wiley Society Discount program. LAS personal members will get a year-round 20% discount on Wiley books from their online store.
9. **Upcoming Plans.** Council approved the upcoming plans to organize more sessions to recruit more members for LAS.

REPORTS OF LAS COMMITTEES

1. Business Development Committee

- 1.1 The Business Development Committee's Term of Reference was updated to reflect the current scopes and responsibilities.
- 1.2 All mass emails to members will have an appended disclaimer to protect LAS' interest. This disclaimer has been vetted by an NLB Legal Officer.
- 1.3 The placement of job advertisements was reviewed to include the rate for request by non-members. More details at:
<http://www.las.org.sg/wp/jobsboard/about/job-advertisement/>
- 1.4 The rates for vendor listing and banner advertisement on the LAS website as well as mass emailing were revised.
- 1.5 The team's role includes sourcing for souvenirs and gifts. Due to time, manpower and logistic issues, the Council decided to concentrate on LAS publications and selective merchandise to be sold through events or the online store.
- 1.6 Singapore Post was selected as the delivery provider for the LAS online store.
- 1.7 The Council 2011/13 decided it was time to give the LAS logo a facelift. The team worked with an NTU student assistant on the redesign of the logo. LAS members will be asked to vote for their favourite logo out of the three shortlisted logos during the AGM 2012.
- 1.8 Besides monetary sponsorships, the Committee has developed partnerships with vendors:
 - a) Emerald has given all LAS members access to its LIS collection. Once a month, all LAS members receive emails about the top downloaded articles from the LIS collection. In return, Emerald is given publicity opportunities in LAS events.
 - b) Online Information Asia-Pacific Exhibition & Conference 2012 gave two LAS members free passes to the conference in exchange for LAS' support of the event. However, the event was eventually cancelled by the organizer due to their rebranding and management's strategic decision.
 - c) LAS participated as Supporters for the Asian Festival of Children's Content (AFCC) 2012.

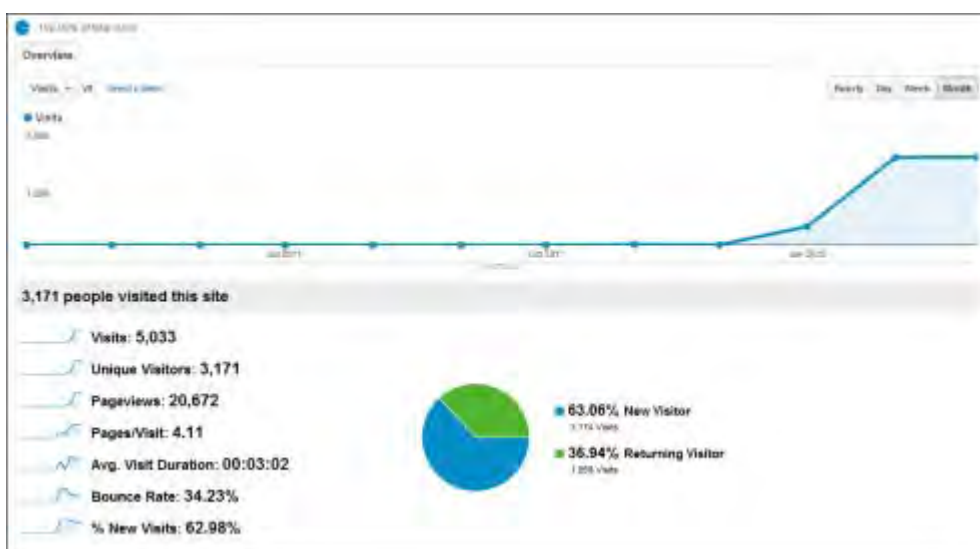
2. Information Technology Committee

- 2.1 Gave LAS website a facelift, in order to align with the business operations of LAS and keep up with the latest in web technology. The site can be viewed at <http://las.org.sg>.

REPORTS OF LAS COMMITTEES



2.2 Visitor statistics for the LAS website reveal the site is starting to capture an increase in visitorship with an average of 4,000 visitors per month.



2.3 Initiated LAS Facebook & Twitter outreach.
a) Facebook URL: <http://facebook.com/las.org.sg>
b) Twitter URL: http://twitter.com/las_org_sg

REPORTS OF LAS COMMITTEES



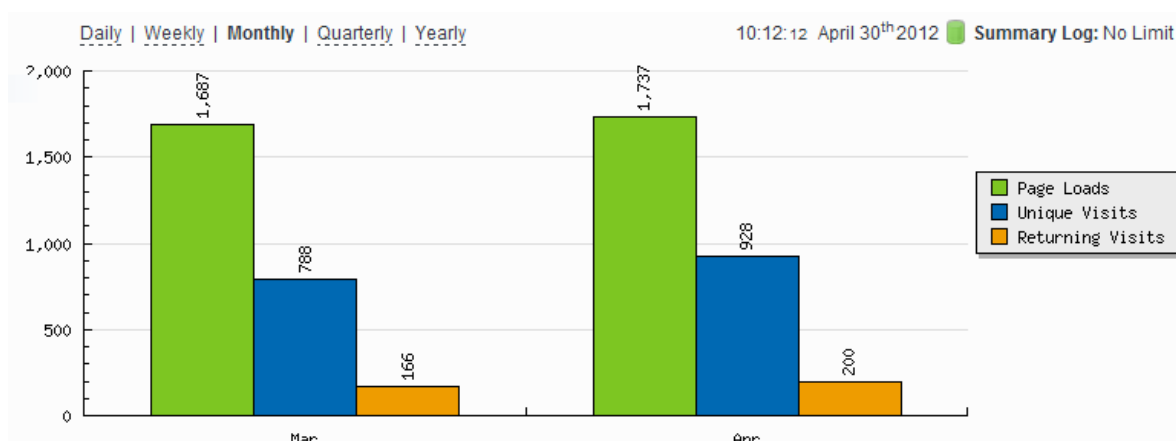
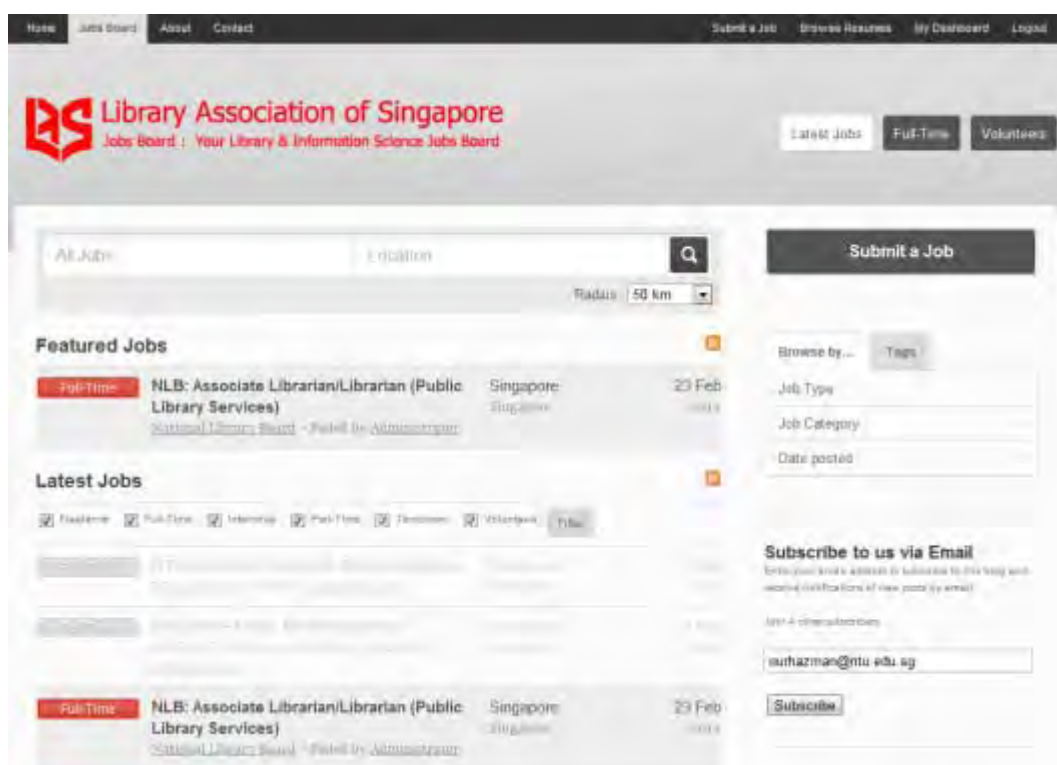
For the Facebook page, there was a total of 299 fans, or “Likes”. The most popular post garnered an outreach of 256, with a virality rate of about 3.49%. Virality being defined by Facebook as “the percentage of people who have created a story from your Page post out of the total number of unique people who have seen it”.



Investigations are underway to see how to capture statistics for Twitter penetration.

- 2.4 Migrated the Singapore Libraries Bulletin Blog from Wordpress.com to the LAS web’s architecture. The new URL is: <http://www.las.org.sg/wp/sjlim/>
- 2.5 The LAS Jobs Board was built to manage and share the process of advertising job opportunities in Singapore. The site is located at <http://www.las.org.sg/wp/jobsboard/>. To date, the site’s visitorship stands at an average of 1,712 page loads and 858 unique visits.

REPORTS OF LAS COMMITTEES



2.6 The LAS-NLB Online Community Forum will be launched soon, and will be located at <http://connectme.sg>.

2.7 The e-form software will be updated to the next version; and the LAS Flickr subscription has been extended. The Flickr photos can be found at: <http://www.flickr.com/photos/22710546@N08/>

2.8 Online membership management, online invoicing, accounting and billing software, as well as the LAS Online Store are being studied to streamline the administration operations of LAS management.

3. Membership Committee

3.1 See updates in Section on Membership.

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4. Programmes and Social Committee

- 4.1 On 22 Oct 2011, LAS organized a visit to Micrographics Data to learn about conservation and preservation. The visit featured a factory tour and presentation of current library trends.
- 4.2 In addition, NTU organized seminars on topics of interest which were promoted to LAS members. These included: “Strategies for success in academic libraries” on 20 Oct 2011 and “Understanding Digital Preservation in the Context of Digital Library” on 31 Oct 2011.
- 4.3 To facilitate LAS members in their quest for knowledge enhancement, LAS helped to broadcast vendor-organised events such as Springer Asia Road Show (27 Oct 2011) and UBS Inaugural Exhibition & Fair (2 Nov 2011).
- 4.4 The following two months saw visits to Singapore Press Holdings Information Resource Centre and Hon Sui Sen Memorial Library on 25 Nov 2011 and 12 Dec 2011 respectively. For the former, 35 LAS members were also given a tour of the Multimedia Centre (for STOMP and RazorTV). For the latter, besides a tour of the Hon Sui Sen Memorial Library, participants were given a tour of the NUS Business School (Mochtar Riady Building) as well.
- 4.5 The hustle and bustle did not stop as the year ended. At the start of the new year, LAS organized a New Year Bash on 7 Jan 2012 which included the much-anticipated LAS Awards 2011 Ceremony. The LAS Awards 2011 Ceremony saw about 100 members gathered at Hotel Rendezvous in honor of efforts and passion of librarians in the field. The Guest of Honour was Ms Hedwig Anuar.
- 4.6 Right after the Chinese New Year, about 20 LAS members visited the National Archives of Singapore on 10 Feb 2012. This was followed by a visit to Sun Yat Sen Nanyang Memorial Hall on 15 Mar 2012 where 24 LAS members were treated to a plethora of visual and audio treats.

5. Publication Committee

- 5.1 The Singapore Journal of Library and Information Management (SJLIM) volume 40 for year of 2011 was published in February 2012. It contained 5 papers covering topics mainly relating to e-resources and impact of technology on our libraries. The journal URL is available at:
<http://www.las.org.sg/wp/resources/publications/sjlim1/>
- 5.2 The Editorial board for 2011 comprised of Yeo Pin Pin of SMU (Editor), Yit Chin Chuan of NLB/RP (Editor), Associate Professor M. Shaheen Majid of NTU (Associate Editor), Associate Professor Christopher Khoo of NTU, Choy Fatt Cheong of NTU, Idris Rashid Khan Surattee of SPH and Isabella Trahn of NTU.
- 5.3 The Singapore Libraries Bulletin (SLB) has moved completely to a Blog format. As such, news about libraries, librarians and associated events are

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posted as and when information becomes available or are received from contributors. The current blog is supported by the following team of LAS members: Yit Chin Chuan of NLB/RP (Editor), Hilary Ho of NIE, Justin Tan of NYP and Ruby Seng of NUS. The team welcomes contributions and leads from all members to keep our community in touch and informed of happenings around and of interest to LAS members.

6. Special Libraries Section Committee

6.1 As many may already be aware, the Special Libraries Section (SLS) strives to provide a platform for members to discuss issues pertaining to library, information, and knowledge management services in special libraries. Many may not be aware, however, that this committee doesn't only deal with special libraries, and this becomes most evident in the SLS Special Interest Groups.

6.2 These Special Interest Groups provide opportunities for members to share knowledge, network, collaborate, and get the support of like-minded information and knowledge professionals. To date there are four such groups:

- a) The Arts Librarians Group (ALG) which grew out of an informal gathering of librarians and arts-related resource workers from schools and museums around Singapore. The ALG now consists of people from arts libraries and arts institutions who address common library-related concerns, and assist in professional development in the arts library field.
- b) The Business Librarians Group (BLG), now the group with the second largest number of members, was formed for business librarians, information professionals, and any LAS member interested in promoting communication and cooperation among business information professionals.
- c) The Digital Libraries Group (DLG) held its inaugural meeting in July 2011 with the intention of creating a platform where librarians and other information professionals interested in digital libraries can have a forum to discuss, share, and learn about digital library developments. The DLG is now the group with the largest number of members.
- d) The growth of the Law Librarians Group (LLG) was centered on the necessity to share limited resources. The members are very active behind the scenes helping each other locate materials and conduct research, as well as sharing ideas on operations and resource management.

6.3 In the past year, members and guests of these Special Interest Groups have contributed:

- (a) Sharing sessions on:
 - the TFCSEA@ NAFA, the new web-based full-text bilingual database on Southeast Asian Arts from the Nanyang Academy of Fine Arts Library
 - the Special Libraries Association Annual Conference in Philadelphia, 12-15 June 2011

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- patron-driven access for eBooks
 - the new LAS knowledge sharing infrastructure, ConnectMe.Sg
 - an upcoming NLB initiative, ArtsCultureSG, where the intention is to engage every man in the street with the Arts in Singapore.
- (b) Talks on:
- digital developments in Europe by the Director of the German National Library
 - the future of mobile by the Managing Director of Smaato
 - digital preservation systems
 - knowledge representation by the chief technologist of a local semantic technology company
 - lessons learned while developing the National University of Singapore (NUS) library portal.
- (c) Knowledge Café-type discussions on ontology, linked open data, and digital preservation.
- (d) A demonstration of the Worth Global Style Network (WGSN) database by the vendor.
- 6.4 The second Annual Networking Event was held at the Li Ka Shing Library, Singapore Management University (SMU), on 9 November 2011. Sponsored again by LexisNexis, a panel of members and guest speakers shared with the event participants their experiences on:
- a) How LexisNexis uses social media
 - b) How the Temasek Polytechnic Library uses social media
 - c) How the NUS library uses social media
 - d) The 3 P's of social media – Passion, Profession, Practice
- 6.5 The proud recipient of the 2011 Special Librarian Passion Award was Charlotte Gill, head of the Law Library at the SMU Li Ka Shing Library. One of the founding members of the Law Librarians Group (LLG), and one of the core members responsible for developing and launching the Law Librarians Community Portal, Charlotte Gill is a very active Special Groups member. She also initiated and spearheaded the SLS Networking session in 2010, and organized chaired the panel discussion for the 2011 networking session.
- 7. Training and Development Committee**
- 7.1 This committee saw new team members joining with representatives from NTU, NLB and NUS. While the main focus of this committee's activity is in the smooth execution of the LAS WSQ classes scheduled every month, the committee was also involved in the co-facilitation at the Brunei Library Association's Regional Conference on Libraries, Archives and Museums 2011 and the organizing of the PPM-LAS Joint Conference 2012.
- 7.2 T&D Chair co-facilitated with Nurhazman Aziz in the *Rebranding our Profession: A Pre-Conference Workshop* for the Brunei Library Association Regional Conference on Libraries, Archives and Museums 2011 held on 29 November 2011. T&D Chair also presented a short paper on *LAS Singapore*

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workforce skills qualification systems for library officers and paraprofessionals at Day 1 of the conference on 30 Nov 2011.

7.3 LAS WSQ

- a) T&D drew up an annual schedule of LAS WSQ courses with one module running each month. This schedule is made available way in advance on the LAS website so that organisations will have sufficient time to plan their training activities for their support staff.
- b) T&D organized 11 LAS WSQ classes during the period of April 2011 – March 2012 with a total of 187 participants. Six runs of the Support General Reference and Information Enquiry Work modules have been completed, while the other 5 modules have nearly completed their fourth run.
- c) The first batch of 5 graduands obtained the Higher Certificate of Library and Information Service (HCLIS) after completing all the five modules required. To date a total of 28 participants have successfully obtained their HCLIS.
- d) T&D drew up a set of Terms & Conditions to govern the LAS WSQ courses. The T&Cs include an administrative fee of \$25 applicable for those who wish to (i) withdraw after successfully registering for the course and (ii) those who wish to reschedule their assessment dates. This administrative fee serves as a deterrent and helps ensure that participants act responsibly and prevent the Council from incurring the extra costs that come with their withdrawals or rescheduling.
- e) WDA completed the first Continuous Improvement Review of these courses in October 2011. This audit required T&D to put in place processes and procedures governing the administration of the courses.

7.4 LAS-PPM Joint Conference 2012 – A small team consisting of T&D members and representatives from other committees organized the trip to take 31 Librarians from Singapore across the causeway to attend the PPM-LAS joint conference held in Malacca. The representatives from the other committees include Winnifred Wong (Social Committee) and Steven Chow (Membership Committee).

7.5 Together with the Treasurer, T&D also went through one round of consolidating all the outstanding T&D invoices from the past year and managed to successfully recover some of these amounts and updated the books.

7.6 T&D is also in the midst of organizing the following:

- a) Citation, Journal Impact Factor and H-index as indicators of Research Performance: A Workshop – Target Date: July 2012
- b) Librarians for Tomorrow Seminar 2012 – Target date: October 2012

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8. LAS Awards Panel

8.1 This is the Panel's 5th consecutive year to oversee the Association's effort to honour its members.

8.2 The Panel met on 24 September, 22 October and 19 November 2011.

8.3 The Panel added one additional member, Ms Manimekalai Thirumalai, to the returning five members. Mani provides a link to the Special Libraries Section and its Passion Award.

8.4 Six awards were administered during this period of review.

a) *LAS Lifetime Contribution Award 2011*

Mr. Chan Thye Seng received the 2011 Award during the LAS New Year Bash held on 7 January 2012 in gratitude for half a century of outstanding leadership and service to the library community both in Singapore and abroad. He is a pioneer who during his library career spanning 34 years was an integral member of the team that laid many of the foundations for the success of the National Library today and who held top LAS leadership positions. He received a citation along with a \$3000 voucher.

This award honours a retiree who has significantly contributed to the development of the library profession in Singapore and who has represented Singapore on an international level. It is awarded only when the Council identifies a worthy recipient.

b) *LAS Professional Service Award 2011*

The 2011 Award was presented to Ms. Ngian Lek Choh for her outstanding leadership and commitment to the library profession as well as her truly inspiring track record of accomplishments in enhancing services and service standards. She received Iskandar Jalil pottery and a citation during the New Year Bash.

Criteria for this award include active LAS membership, strong leadership in the profession and significant contributions to the profession.

c) *LAS Outstanding Newcomer Award 2011*

Mr. Tay Chee Hsien, Aaron was presented the 2011 Award during the New Year Bash. He received a \$200 cheque and citation. Aaron has proven to be an innovative tour de force in the few short years since he graduated with a Masters in Information Science by bringing a vast array of social media tools to the library and was the first person in Asia in 10 years to be named a Library Journal Mover & Shaker in 2011 in the Tech leader category by the American Library Association.

This award seeks to recognize the accomplishments of outstanding newcomers to the library profession and to encourage outstanding contribution throughout their career.

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d) *LAS Library School Scholarship 2011*

Mr Cheng Eng Aun was presented the Scholarship during the LAS New Year Bash. He was one of many applicants who vied for the award created to support and encourage individuals to attain higher education in the library profession. He received \$4,000 to partially cover tuition fees at Nanyang Technological University.

e) *LAS Special Librarian Passion Award*

The Passion Award was presented to Ms. Charlotte Gill on 9 November 2011 at the 2nd annual SLS Networking Event for her contribution and passion to special librarianship, the Special Libraries Section, and her leadership in the Law Librarians Group. She was given a certificate and a \$300 cheque sponsored by LexisNexis.

This award was created to recognize one individual or group each year for outstanding contributions to the Special Libraries Section or any of its Interest Groups. Nominations were sought from LAS members and members of the SLS interest groups.

f) *LAS Overseas Library Professional Development Sponsorship*

As part of the ongoing support for professional development, LAS announced the opportunity to apply for a subsidy of up to \$2,000 to attend an overseas library conference or other learning opportunity during 2012-2013. Applications were accepted through 15 January 2012 for conferences taking place up to 30 April 2013.

Ms. Foo Soo Chin was awarded sponsorship to attend the Australian Library and Information Association (ALIA) Biennial Conference 2012 to be held from 10-13 July in Sydney. Soo Chin will share her conference experience through an article in the Singapore Library Bulletin as well as participate in a sharing session for the LAS community.

9. Professional Development Scheme (PDS) Board

- 9.1 There were 24 and 32 members submitted their PDS applications in January and July 2011 respectively. They were awarded PP status after the examination of PDS Board and PDS Working Committee.
- 9.2 PDS Board is in the final approving process for the batch of 25 applications submitted for the January 2012 submission exercise.
- 9.3 To date 9 reading circles from various institutions have been registered under the PDS.
- 9.4 As at 31 Dec 2011, 122 members are qualified as Practicing Professionals under the PDS scheme.