

F. No.L-37/4/2020-Lib.
Government of India
Ministry of Culture
Library Division

Shastri Bhawan, New Delhi
Dated 13th December, 2024

To

The Director General,
Raja Rammohun Roy Library Foundation,
Block-DD/34, Sector-1, Salt Lake City,
Kolkata – 700064

Subject: - Approved minutes of the 102nd meeting of Foundation Committee of Raja Rammohun Roy Library Foundation (RRRLF), Kolkata held on 25th September, 2024 by Hon'ble Minister of Culture.


Sir,

I am directed to refer to enclose the minutes of the 102nd meeting of Foundation Committee of Raja Rammohun Roy Library Foundation (RRRLF), Kolkata under the chairmanship of Hon'ble Culture Minister (HCM) held on 25th September, 2024. The same has been approved by the HCM.

2. It is requested to circulate the same to all the members of the meeting.

Encl: As above

Yours faithfully,



(S. N. Rana)

Under Secretary to the Govt. of India

RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Ministry of Culture, Government of India
Block: DD – 34, Sector – I, Salt Lake City,
Kolkata 700 064

Minutes of the 102nd Meeting of the Foundation Committee of RRRLF held on 25th September, 2024

Member Present:

| | | |
|-----|--|------------------|
| 1. | Shri Gajendra Singh Shekhawat Hon'ble Minister, Ministry of Culture | Chairman |
| 2. | Ms. Lily Pandeya Joint Secretary to Government of India, Ministry of Culture | Member |
| 3. | Shri Biswaranjan Sasmal Joint Secretary to Government of India, Ministry of Social Justice & Empowerment | Member |
| 4. | Shri Yuvraj Malik Director, National Book Trust | Member |
| 5. | Dr. K. Sreenivasarao, Secretary, Sahitya Akademi | Member |
| 6. | Prof. Sanjay Singh | Member |
| 7. | Prof. (Dr.) Sachchida Nand Shukla | Member |
| 8. | Dr. Sachchidanand Joshi | Member |
| 9. | Dr. J. Vivekavardhan | Member |
| 10. | Prof. C. Sheela Reddy | Member |
| 11. | Prof. Rajesh Kumar Jangir | Member |
| 12. | Prof. Ajay Pratap Singh | Member |
| 13. | Dr. N. Varatha Rajan | Member |
| 14. | Prof. Amitabh Pande | Member |
| 15. | Prof. (Dr.) Pranab Kumar Chattopadhyay | Member |
| 16. | Shri Kiran Gangadhar Dhandore | Member |
| 17. | Dr. Manoj Kumar Rai | Member |
| 18. | Prof. B.V. Sharma | Member Secretary |

Members who could not attend due to preoccupation:

| | | |
|----|---------------------------------------|--------|
| 1. | Representative ILA | Member |
| 2. | Representative, Ministry of Education | Member |
| 3. | Representative, Ministry of Finance | Member |
| 4. | Dr. Akshya Kumar Rath | Member |

At the very outset, Shri Gajendra Singh Shekhawat, Hon'ble Minister, Ministry of Culture and Chairman, RRRLF extended a warm welcome to all the members of the Foundation. Thereafter, item-wise agenda points were taken up for discussion.

Item 1: To confirm the Minutes of the 101st Meeting of the Foundation held on November 24, 2022 at 11.00 am through virtual mode.

Confirmed.

Item 2: Action Taken on the recommendations of the 101st meeting of the Foundation held on November 24, 2022 at 11.00 am.

Noted.

Item 3: Progress of work after the 101st Meeting of the Foundation held on November 24, 2022 at 11.00 am.

Noted.

Item 4: Audit of the Annual Accounts of RRRLF and NML for the year 2022-23 and & Budget allocation for the years 2022-2023 and 2023-2024.

Noted

Item 5: To consider the Annual Accounts of the Foundation for the year 2022-23 for further submission to Office of the Director General of Audit, Central, Kolkata for Audit purpose under section 20(1) of CAG.

Approved.

Item 6: To approve the Annual Report of the Foundation for the year 2022-23.

Approved.

Item 7: To consider the Annual Accounts of the Foundation for the year 2023-24 for further submission to Office of the Director General of Audit, Central, Kolkata for Audit purpose under section 20(1) of CAG.

Approved.

Item 8: To approve the Annual Report of the Foundation for the year 2023-24.

Approved.

Item 9: To consider the Minutes and List of Books selected and recommended by the Sub Committee constituted for 'recommending titles from publishers' catalogues and list of submitted titles' during its meeting held on 14th and 15th February, 2023 at RRRLF, Kolkata and to give the final approval for purchase under Central Book Selection (Non-Matching) scheme of RRRLF.

Deferred the item and the Honourable members made the following observations/suggestion during the discussion.

- i. The current guidelines being followed for the book selection under Central book selection scheme should be reassessed and approval of the Foundation committee be obtained for the revised guidelines.
- ii. The Honourable members of the foundation may submit their suggestions to DG, RRRLF for drafting revised guidelines.
- iii. A rational criterion should be evolved for deciding the decision on number of copies of the books to be procured for supplying to different levels of libraries, as per their needs.
- iv. RRRLF regulations on discount rate policy should also be evaluated and should be at par with that of National Book Trust (NBT) or any other Government Agencies. The policy of the other Ministries in regard to discounts on published books should also be taken into consideration.
- v. NBT and other Government publications should be given priority, if the same book is also available from other publishers.
- vi. A system to assess the lowest price offered by the publishers for the same book should be put in place.
- vii. Mechanisms should be evolved to check whether the publishers supplied the books as per the sample copies or deviated from the standards when they actually supplied to the libraries as per the orders of the RRRLF.
- viii. SoP to be developed for the field staff of RRRLF fixing the targets regarding the number of libraries to be visited, status of acquisition of books (classification and arrangement of books in racks for users) by the libraries in regard to the books supplied by the RRRLF, checking of the paper quality of the books supplied by publishers, usage of the books by the users of libraries, etc. In addition to the SoP should include other items to be verified in a library. A report on the activity status of the Field staff of RRRLF in the last one year to be submitted to the Foundation Committee in its subsequent meetings.
- ix. Procurement of copies of e-books along with printed copies may also be made with a view to boost the use of digital resources and increase the virtual usage of the resources provided by the end users.

I. Based on the observations made by the members, Honourable Chairman directed to:

- a. Constitute Committee under the chairmanship of Joint Secretary (Libraries), Ministry of Culture with DG, National Library; DG, RRRLF and Director, National Book Trust as members for preparing the revised guidelines for selection of Books under the Central Book Selection. Two or Three experts from the field of Library and Information Sciences, if required, may also be recommended by RRRLF and co-opted.
- b. Examine the practices and funding relating to the digitization of rare books and documents within RRRLF assisted libraries and among the organizations of MoC to check duplication and waste of resources. A mechanism to be evolved to see that every digitized document is available online (preferably on the Indian Culture Portal) immediately after the digitization of the book/document. The organizations that are seeking grants for digitization of books/documents should ensure that their proposals do not contain the books/documents that are already digitized. A 'search and find' facility should be made available for organizations to know the documents/books that are already digitized and made available online.

- c. Explore to put in place a system of obtaining feedback online with a QR code facility from the users of all the public libraries and provide information relating to the books and other resources that are felt to be essential. The feedback should enable to understand the demand-supply gap.
- d. Conduct a survey for ascertaining the extent of usage of books supplied by the RRRLF under central book selection.

II. Apart from the issues relating to the Book selection, the members have also made other observations as below:

- a. Strengthening of village libraries
- b. Augmenting resources to the physically disabled persons such as Braille books etc.
- c. Incorporating the statement on Inspected Libraries in the Annual report of RRRLF.
- d. Linking public & University Libraries for Resources sharing of Digital Materials.
- e. Greater involvement of universities in the adoption of village libraries on the model of Vishwa Bharati University, Shantiniketan.
- f. Evolving guidelines for Public Library Consortia.

Item 10: To consider and approve the necessary modifications incorporated in the “Matching Scheme for Financial Assistance for Digitization of Copyright Free Manuscripts, Rare Books, Rare Documents, Old Journals, Record of History and Other Materials.”

Approved.

The meeting ended with a vote of thanks to the Chair.