

# Pacific Islands Marine Resources Information System (PIMRIS) 12<sup>th</sup> Steering Committee Meeting, May 2005

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## Minutes

[Recommendations made are numbered for reference purposes and other action items are underlined]

### **Agenda 1: Welcome, Introductions & Apologies**

The PIMRIS Coordinator opened the meeting at 9:05am Suva time by welcoming everyone to the meeting and introducing those present in the DFL Audio Satellite Communications Room in Suva. From the list of participants (PIM.SC.12.1, which see for institutional affiliations and contact details) were: Clare Ame, Jean-Paul Gaudechoux, Patricia Kailola, Sushila Lal, Dorene Naidu, Chris Nelson, Rachele Oriente, Semiti Ravatu and Emeline Tupou. Also present in the studio were Professor John Lynch, Acting Pro Vice Chancellor, Laucala Campus, USP (to deliver the Opening Address) and Sin Joan Yee, Acting University Librarian, USP (to morning tea).

Participating via radio from USP Centres were (for the entire meeting): Margo Deiye (in Nauru) and Ben Hall (Solomon Islands) and (for part of the meeting): Nooroa Roi (Cook Islands), and Mataitusi Gaumatau and Sulu Luteru (both in Samoa).

Apologies had been received from: Robert Gillett, Robert Maneiria and Megan Streeter. Fiafia Rex (Niue) had advised the Coordinator that her attendance would be difficult and Tooti Tekinaiti (Kiribati representative) was delayed in transit to the meeting. SPREP advised that Satui Bentin was in hospital and Miraneta Williams was on leave. No information on the remaining participants was received by the meeting.

### **Agenda 2: Opening Address**

Professor Lynch also welcomed all participants to the meeting before presenting his opening address. He noted the role of the University in the creation of PIMRIS and its pleasure in again facilitating the PIMRIS Steering Committee meeting via USPNET. He then highlighted growing concerns around the world for the marine environment, how various stakeholders were responding, and the important role information services play in addressing these concerns. He drew attention to a paper written shortly after PIMRIS was created that outlined many barriers to information flow in the Pacific, noting that many of them still existed. He encouraged the meeting to focus on those that could be diminished by greater cooperation in information exchange and other library activities and wished participants well in their deliberations on the matters to be discussed. The full text of the speech was tabled (as paper PIM.SC.12.2).

Joan Yee reiterated Professor Lynch's comments and emphasized that this was an opportunity for members to discuss all PIMRIS matters. She noted both familiar faces and new ones, welcomed Chris Nelson as the new PIMRIS Coordinator and wished everyone a productive meeting.

### **Agenda 3: Administrative Arrangements**

The USP radio satellite operator having already explained network protocols, the Coordinator only advised the meeting of the arrangements for breaks for morning and afternoon tea and lunch.

#### **Agenda 4: Review of Minutes of 2003 Meeting & Adoption of the Agenda**

The Coordinator asked those present at the last meeting to advise of any amendments or corrections to the minutes of the 2003 meeting, noting that all of the recommendations and resolutions recorded had been numbered within the text for easy reference. There being no other changes or comments, the minutes were accepted and the agenda was adopted.

#### **Agenda 5: Matters Arising from the 11<sup>th</sup> PIMRIS Steering Committee Meeting**

Chris directed the attention of meeting participants to paper PIM.SC.12.5, which summarized all of the recommendations and resolutions recorded from the last meeting. Several additional matters were:

- a. The Coordinator thanked Ganeshan Rao for his work as the PIMRIS Coordinator for over ten years and advised the meeting that Ganeshan was now working at Griffith University in Australia.
- b. Discussion on a union list of periodicals (p.2 of the minutes) was deferred to Agenda item 8.5
- c. It was noted that SPC's interest in contributing to ASFA (p.8 of the minutes) had been resolved by SPC accepting FAO's invitation to join the ASFA partnership.

Discussion was then invited on each of the recommendations and resolutions made at the last meeting. It was recommended **[R1]** that those requiring action by all participants on an on-going basis ought to be considered "standard operating procedures" for PIMRIS. Noting several interpretations of the term "PIMRIS", the Coordinator recommended **[R2]** that PIMRIS be used when referring to all participants collectively (i.e. the regional network) and "PIMRIS Coordination Unit" or "PCU" be used to refer to the USP node of the network. The meeting agreed **[R3]** that (where possible) the "standard operating procedures" noted above be incorporated into a revised *Manual for Fisheries Libraries*. A number of participants also expressed an interest in contributing new sections to the revised manual.

Discussion on specific recommendations from the last meeting (numbered in parentheses) included:

(1) Ben Hall informed the meeting that FFA and Solomons Fisheries had held discussions on the latter's library/information centre and that these were on-going.

(5,7) Rachele Oriente suggested that the Gates Foundation be investigated as a source of assistance for PIMRIS as it had not yet become involved in the Pacific. This was accepted by the meeting **[R4]**.

(9) Chris Nelson noted that some PIMRIS activities could be enhanced without any additional funding simply by improving communications and increasing participation by all members. As an example he suggested that each member could contribute 2 pages per year to the newsletter, either as full articles or short news items. This was agreed to **[R5]**.

(10) Jean-Paul Gaudechoux announced that SPC had secured funding for training to be conducted in 2005/6, beginning with a 6-8 week attachment for a Nauru Fisheries & Marine Resources Authority staff member at SPC in Noumea. He noted that it was easier to secure funding from donors when it could be demonstrated that the regional governments were contributing to costs as well. Training could be done either as attachments to SPC (or other agencies) or as in-country visits by trainers.

(12) Chris noted that updating the PIMRIS website was a continuous activity and he would like to add links to all members' websites. The long website address was noted and Chris undertook to raise this with the USP Library web committee. Other participants outlined the status of websites and Internet access at their agencies. Jean-Paul said that websites would not solve all problems of information access in the region since in some countries Internet access remained slow, unreliable or non-existent. SPC intended to distribute publications on CDs as one alternative. Simiti Ravatu raised software

compatibility as a problem, since not all participants will always have the latest versions of software used to create electronic documents. This should be considered when distributing electronic materials.

(14) Chris advised that IOC's Global Directory of Marine Scientists was now known as OceanExpert. Academics at MSP had been made aware of the IOC website in case they wished to add their details to it. Jean-Paul noted that copies of the latest edition of SPC's *Fisheries Address Book* were available at this meeting and that an electronic version was on their website. The electronic version could also be downloaded into Microsoft Outlook to save retyping entries. Asked how often the online version was updated, Jean-Paul stated that this was done whenever sufficient changes had been made to justify the rewriting of files; if necessary, it could be done every two months. The meeting recommended that all participants advise of changes to staff or contact details promptly to the Coordination Unit and SPC (for amending the *Fisheries Address Book*) [R6].

(20) Patricia Kailola explained that PAMBU, the Pacific Manuscripts Bureau, was a consortium of large university libraries based at the Australian National University in Canberra that supported the preservation of unique archival materials (via microfilming or other means). A free newsletter keeps people informed of what materials have been microfilmed or acquired. Chris noted that USP Library receives the newsletter and encouraged others to add their names to the mailing list for it. Joan Yee explained that USP was not a full partner in the project due to the costs involved, but that the USP Library bought selected materials from PAMBU.

(23) Chris undertook to contact Satui Bentin after the meeting to see if the PEIN evaluation report could be made available to other PIMRIS participants.

(24) Chris stated that Ganeshan Rao had left an operational manual and backup copies of electronic files on CD when he departed USP. Both had proved very useful, demonstrating the validity of this recommendation. Rachele agreed and offered to share a manual of policy and procedures for the SPC Library which she has written. Ben added that FFA also has a procedural manual.

(32) The importance of sharing all local materials was emphasized. Although some members might feel that their unpublished reports, meeting papers, etc., are not interesting to others it is precisely this "grey literature" that is unique to the region and most easily lost if not recorded and shared promptly.

## **Agenda 6: Country Reports**

All country representatives present highlighted major points from their submitted reports.

Margo Deiye noted that the last visit of the PIMRIS Coordinator to Nauru had been in 1996. Several moves since had seen many library items lost and trained staff moving on. There is currently no staff with library management skills in Nauru. A listing of items held, by category, had been prepared but there was no computer or software available and no budget for the library. Internet is available to senior staff but it is slow. Rachele suggested that an attachment to SPC Library or in-country training program be conducted.

Clare Ame spoke to the reports for the NFA (prepared by Priscilla Solomon, recently hospitalized) and the NFC (written by Kinibo Ura). Kinibo is a qualified librarian but one is yet to be appointed at the NFA – Priscilla is caretaking on a casual basis and most of her time is occupied with scanning items from the PNG Collection into tif files for conversion into PDFs. Gillett, Preston & Associates have provided equipment, training and professional assistance under the Coastal Fisheries Management and Development Project. Both libraries have now converted from CDS-ISIS to Koha, which staff and users find easier to use. The NFA Library has over 4000 items; 2000 (and growing) are strictly PNG-related materials, many of them grey literature. The NFC Library has over 3000 items. A wide variety of keywords had been used in the catalogues but staff now use ASFA Thesaurus terms where possible, supplemented by LC subject headings.

Mataitusi Gaumatau outlined briefly the situation in Samoa. Chris thanked her and asked her to submit a written report for inclusion in the meeting papers. (Similar requests will be made to all participants who were unable to file reports in time for the meeting.)

Robert Maneiria's report was accepted as straightforward. Chris explained that Robert was unable to attend the meeting as he was completing field work. The situation in the Solomons appeared virtually unchanged since the last meeting.

Emeline Tupou noted that most of the Tongan Fisheries collection is still boxed, awaiting completion of the new library premises after their fire in 2001. The PIMRIS Coordinator has not visited since this disaster. A new computer, printer and software had been received from SPREP in 2002 as part of the PEIN project. The library catalogue is currently maintained in both WinISIS and DBTextWorks. Assistance in re-establishing the library and training staff was likely to be sought in the near future. Emeline ended by thanking the Tongan Government and SPC for jointly funding her attachment to the PIMRIS Coordination Unit, which had also allowed her to attend this meeting.

### **Agenda 7: Agency Reports**

All agency representatives present highlighted major points from their submitted reports.

Ben Hall's outline of the FFA policy on confidentiality of reports led to the meeting discussing this issue at some length. It was felt that this conflicted with PIMRIS' major goal of improving access to marine literature across the region. Ben advised that virtually all of FFA's reports are classified as confidential and he believes that when in doubt staff tended to err on the side of caution and keep a report restricted, meaning it was accessible only to FFA staff and senior government personnel. In practice, however, some staff and consultants did provide reports to requesters. This policy was also complicating efforts to make reports available in electronic form via the FFA website. Determining ways in which researchers could identify what reports had been written and apply to FFA for access was considered highly desirable. At the very least, a title listing should be made available to highlight the range of work being completed by the FFA. Ben agreed to raise this within FFA and advise Chris if it needed to be pursued through another forum, such as a Heads of Fisheries Meeting.

Several other members advised on practices they followed for confidential documents, such as keeping them under embargo for set periods and having electronic archives with password-controlled access. Jean-Paul noted that confidential data belonged to the countries so access depended upon whether or not they chose to release it. Ben suggested a wider review of confidentiality practices be undertaken [R7] and Rachele offered to do this.

Dorene Naidu noted the unique geoscience focus of SOPAC and the library's role in supporting three programmes: Ocean and Islands, Community Lifelines and Community Risk. She outlined the main users, activities and recent history of the library since she became the SOPAC Library Services Officer in September 2004. She noted that under the Pacific Plan even more collaboration between CROP agencies and regional governments was likely and she looked forward to networking with other PIMRIS participants. She concluded by inviting all meeting participants to tour the library while they were in Suva.

The SPC Librarian highlighted achievements since the last meeting, including a clean-up of the library and improvements in current awareness services. The library management system has been changed from DB/TextWorks to Koha and enlarged activities now included the production of bibliographies, contribution of SPC records to ASFA and contribution of SPC holdings to the IAMSLIC Z39.50 union catalogue. The IAMSLIC database was proving invaluable in supplying information to SPC's Marine Science & Fisheries staff. Research capabilities had been further improved by re-directing part of the Library's budget to online access of academic journals in the marine sciences.

In 2004 Anne Gibert had created Information Paper IP 6, “Bibliography on Fisheries and Aquaculture: Materials Available at the SPC Library” for the Heads of Fisheries Meeting in Noumea. Anne is currently working with Jean-Paul Gaudechoux to produce an updated bibliography of SPC materials on fisheries and aquaculture for publication.

Since attending an ASFA database training workshop at USP run by Ganeshan Rao for the FAO in November 2004, Rachele Oriente had retroactively entered all of the 2004 materials and was up to date with the 2005 materials. Approximately 80 new records had been added to ASFA. SPC staff now had access to search ASFA, which has been a great contributor to library work. The SPC Library also offers free searches of ASFA to SPC member countries.

Rachele is preparing a paper for the 2005 IAMSLIC Annual Conference on the information needs and resources available to fishermen and seafarers with HIV/AIDS in the Pacific region. She will also attend the ASFA Board meeting held immediately before the IAMSLIC conference.

Challenges outlined included reminding SPC Administration of the Library’s contribution to meeting the organisation’s mission: “to help Pacific Island people make and implement informed decisions about their future.” Finances remained a challenge, as SPC Library’s funding was static.

Jean-Paul gave an overview of the role of SPC’s Fisheries Information Section, noting the range of information products it produces, in both English and French. Recent activities included the launch of a Safety at Sea Information Bulletin as well as SPC’s new electronic news clipping service, distributed via email. He stated that SPC would continue producing and sending printed material, as this was still the most reliable information source in the region. SPC was also maintaining its regional visits to help countries and territories assess their fisheries information needs and provide training.

Chris spoke to his paper on recent developments at the PIMRIS Coordination Unit. Queried about the Bob Johannes donation, he explained that currently items are being checked against the USP Library catalogue to determine how many are already held. Full cataloguing of new items would follow as soon as possible but a cataloguing backlog already exists at USP. SPC offered help with cataloguing the collection if needed and it was agreed that ways of facilitating this would be investigated [R8]. Chris added that the Coordination Unit has an annual allocation for acquisitions but no travel or operating budget as such, only a project account with a current balance of around F\$5,000.

#### **Agenda 8: Review of Current Activities**

Issues raised in paper PIM.SC.12.8 were discussed. Regarding electronic publications, Ben asked if it would be possible to survey participants on their Internet access to determine the validity of statements about low speeds or lack of access. It was suggested that objective ways of comparing the extent and quality of Internet access across the region be determined [R9]. Participants developing websites were asked to keep others up-to-date with major changes as part of a commitment to improving communications and information flow between members [R10]. Jean-Paul advised that users could be alerted to changes on the SPC website by joining an email list.

On a pamphlet for PIMRIS Patricia asked how it would be used. The Coordinator advised that it could be distributed via each member not just to library users, but also schools, conventions, fisheries officers, etc. – to promote the network and encourage requests for information from a wider range of potential users. The meeting agreed that a new pamphlet was needed and Jean-Paul offered to produce it if content was provided [R11]. Chris agreed to prepare a draft and send to members for comment. Jean-Paul also asked whether any stock of the PIMRIS poster remained and Chris advised that none was held at the Coordination Unit. Members also agreed to consider adding the PIMRIS logo and a statement of affiliation on any publications or websites they deemed appropriate, as a further way of promoting PIMRIS [R12].

Members agreed on the need to transfer the Moana database to new software. Ben asked if Moana could be made available online and Chris noted that this was the intention, with copies on CD also for countries lacking good Internet access. He also pointed out that the three major contributors to Moana (USP, SPC and SOPAC) already had their databases on the web, so a majority of records could be accessed now, albeit via individual catalogues. Chris demonstrated a trial database on DBTextWorks which the Coordination Unit is developing. Ben agreed to explore ways in which a Koha database could also be distributed on CD, allowing members to compare the two softwares [R13, R14].

Once either of these was available to members, they would be asked to evaluate coverage of Moana by comparing their local collections or country bibliographies with the database records [R15]. This would help to determine unrecorded material as well as documents not held in local collections.

All participants also agreed to seek permission to have documents scanned so that they could be both preserved and shared more widely in electronic format [R16]. Many of the agency partners are already building digital archives and making these available from their websites or via CDs.

The ASFA thesaurus was generally agreed to be the best source of standard subject descriptors to be used for Moana, although Rachele echoed Clare's concern that it lacked descriptors for a number of important concepts in the Pacific, particularly regarding women in fisheries and traditional knowledge. It was agreed that she would raise this at the ASFA Board Meeting in October [R17]. Participants using the thesaurus were encouraged to send her further "missing" terms. A list of supplementary descriptors available to anyone adding records to Moana could also be compiled [R18] as deemed necessary.

On current awareness services, the general consensus of the meeting was that there was no longer a need to distribute photocopied tables of contents as these have been largely superseded by free electronic services offered by individual publishers and search engines (eg. Google Alerts). Jean-Paul mentioned SPC's new electronic news clipping service, distributed via email, as another example and invited feedback from members on this. Database searches on ASFA and others can also be done on request by the Coordination Unit and SPC Library.

On regional training activities, Jean-Paul called for a recommendation that USP provide the PIMRIS Coordination Unit with a budget to facilitate regional travel or attachments, as these activities are currently being funded only by SPC [R19].

## **Agenda 9: External Relations**

Chris noted that paper PIM.SC.12.9 was largely for the information of participants. Rachele asked for a correction to point 1.4, noting that SPC Library could conduct ASFA searches for all members of SPC (not just PIMRIS participants). Both reminded members to provide SPC or the PCU with copies of any new publications so that records can be added to ASFA promptly, increasing international access to Pacific marine literature [R20]. Rachele advised that she will be attending the ASFA Board Meeting in October and offered to raise any issues people have with ASFA on their behalf.

Regarding IAMSLIC, the Coordinator advised that only Daisy Dalisay at the WorldFish Center in the Philippines had responded to an invitation to all non-PIMRIS PIRG members to comment on the relationship between the two and how they could cooperate more closely in future. The meeting agreed that IAMSLIC should be asked to fill the vacant PIRG Chair as soon as possible [R21]. Rachele noted that it would be the Pacific region's turn to organize the IAMSLIC Annual Conference in 2008 and encouraged members to consider the possibility of hosting the conference somewhere in the Pacific. For this and other reasons the meeting agreed that ways of cooperating more closely with other regional networks (including PEIN and IAMSLIC) should be explored [R22]. It was also agreed that applications from PIMRIS participants for membership of IAMSLIC (Supporting or Normal) should be supported in whatever way(s) possible [R23].

Jean-Paul noted that the CROP Marine Sector Working Group is not “overseen by SPC” (as expressed in section 4 of paper PIM.SC.12.9); SPC is merely the current chair, which rotates between bodies in the group. The Coordinator noted that the integrated framework for action on ocean initiatives would be included among the full-text documents distributed via Moana.

The Coordinator noted that a section on external relations with funding bodies was not included as no external funding is currently received. Once this meeting agreed on activities for the coming period funding support would be sought [R24]. There was discussion on the need for heads of fisheries departments to support their libraries and it was reiterated that external funding would be easier to attract if regional governments demonstrated a financial commitment to the activities of the network as well. The meeting agreed that the PIMRIS report to the next Heads of Fisheries meeting should highlight the need for government departments to support staff responsible for information services with equipment, funds, email and Internet access and formal training [R25].

#### **Agenda 10: Future Activities**

The Coordinator reminded participants that paper PIM.SC.12.10 contained suggestions for discussion only and invited any others.

All present agreed with Ben that PIMRIS still served a useful purpose but that more attention needs to be paid to marketing the network. It was noted that previous discussions on the newsletter, pamphlet and other publications supported this aim and that distribution of Moana on more user-friendly software would also help promote PIMRIS. Chris noted the absence of entries for many library staff/PIMRIS representatives in the *Fisheries Address Book* and Jean-Paul agreed to have them added [R26]. Debate on what audience further marketing should be targeted at ensued, arguments being presented for fisheries officers, senior managers and other groups. Jean-Paul noted that to be effective, PIMRIS had to demonstrate its purpose to the Heads of Fisheries and he proposed that the next Steering Committee Meeting be held just before or during the next HoF Meeting; this was accepted by the meeting [R27].

Ben asked whether PIMRIS could expand activities to include data collection and data management in the fisheries industries. Doubts were expressed that this was feasible given the level of participation in current activities, but Jean-Paul did note that SPC already conducts training courses on these topics.

Several members stated that they had not been receiving the newsletter. Chris confirmed that all present were on the mailing list and that a slip had been inserted in the March newsletter requesting recipients to advise him when they received that issue, so that the extent of distribution problems could be assessed. Further investigations into mailings appeared necessary. Chris also noted that some back issues are available to anyone requiring them (both in print and as PDFs on the PIMRIS website). The SPC representatives noted that they are considering ways of evaluating the distribution and impact of the SPC information bulletins also.

On the question of costs, it was agreed that participants should, as far as possible, share information freely to other PIMRIS members [R28].

#### **Agenda 11: Any Other Business**

No further matters were raised.

#### **Agenda 12: Workplan for 2005-2006**

The Coordinator stated that a draft workplan would be drawn up and circulated with the minutes to all meeting participants for comment.

## **Conclusion**

The Chairperson thanked all the participants and the meeting ended at 5.15 pm (Suva time).



**Pacific Islands Marine Resources Information System (PIMRIS)  
12<sup>th</sup> Steering Committee Meeting, May 2005**

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**Recommendations, Actions & Schedule of Works**

***Recommendation***

<b><i>Recommendation</i></b>	<b><i>For action by</i></b>	<b><i>Schedule</i></b>
1. That all recommendations from the previous meeting noted as being for action by all participants on an on-going basis (see paper for Agenda item 5) be reiterated as “standing orders”.	All participants	On-going
2. That “PIMRIS” be used to refer to all participants collectively (i.e. the regional network) and “PIMRIS Coordination Unit or “PCU” to refer to the USP node of the network.	All participants	On-going
3. That the <i>Manual for Fisheries Libraries in the South Pacific</i> (PIMRIS, 1992) be revised and updated to include the “standing orders” mentioned above and new sections on software systems, standards, the Internet and other developments as appropriate.	Contributions welcome from all participants; PCU to coordinate and produce draft for comment.	Draft by October 2005. Publication subject to funding.
4. That the Bill Gates Foundation be investigated as a source of assistance for PIMRIS.	SPC Librarian	June-July 2005
5. That all participants contribute a total of 2 pages per year to the <i>PIMRIS Newsletter</i> .	All participants	By December 2005
6. That all participants advise of changes to staff or contact details promptly to (at least) the PIMRIS Coordination Unit and SPC (for amending the <i>Fisheries Address Book</i> ).	All participants	On-going
7. That a review of confidentiality practices followed by a range of external agencies be undertaken.	SPC Librarian	By August 2005
8. That SPC and USP investigate ways of facilitating the cataloguing of the Bob Johannes Collection.	SPC, USP staff	June-July 2005
9. That objective ways of comparing the extent and quality of Internet access across the region be determined.	PIMRIS Coordinator	June 2005
10. That all participants developing websites keep others informed of major changes.	All participants	On-going

11. That a professional PIMRIS leaflet be produced for marketing and awareness purposes (draft by Coordinator to be circulated for comment before production by SPC).	PIMRIS Coordinator (draft) SPC staff (production)	July 2005 (draft) Oct 2005 (printing)
12. That all participants consider adding the PIMRIS logo and a statement of affiliation (such as “a PIMRIS participant”) to any appropriate publications or websites they produce, to promote the network.	All participants	Ongoing
13. That Moana be transferred to DBTextWorks and distributed on CD to all participants as a search-only database (as a trial inspection), with examples of full-text records to be included.	PIMRIS Coordination Unit	By August 2005
14. That Moana also be transferred to Koha (or another agreed system) and distributed to all members so that comparisons can be made between alternative software.	FFA Information Officer	By August 2005
15. That each participant compare local collections and/or bibliographies (eg. the FAO bibliographies compiled by Gillett, et al.) for their respective country with Moana to evaluate coverage of the database and identify documents not held locally or not previously recorded.	All participants	After copy of Moana database received.
16. That all participants seek permission from the appropriate authority within their institutions to scan/digitize documents to facilitate document sharing.	All participants, with support from PIMRIS Coordinator if necessary	June-July 2005
17. That the need for additional descriptors in the ASFA Thesaurus for concepts pertaining to the Pacific be raised at the next ASFA Board Meeting.	Interested participants to advise SPC Librarian of examples	By September 2005
18. That a list of supplementary descriptors be compiled for use with Moana as necessary.	PIMRIS Coordinator & SPC Librarian	Ongoing
19. That USP provide the PIMRIS Coordination Unit with a budget to facilitate regional travel or attachments.	Coordinator to take up with USP Library Senior Management	June 2005
20. That all participants provide SPC or PCU copies of new publications, including “grey literature”, as soon as they are produced, so that records can added to ASFA, increasing international access to Pacific marine literature.	All participants	Ongoing
21. That IAMSLIC should be urged to fill the vacant PIRG Chair as soon as possible.	PIMRIS Coordinator	June 2005
22. That closer cooperation with other networks (PEIN, IAMSLIC, etc.) be explored.	PIMRIS Coordinator	Ongoing

23. That applications from PIMRIS participants for membership of IAMSLIC (Supporting or Normal) be supported in whatever way(s) possible.	Interested participants to contact the Coordinator	From June 2005
24. That funding to support PIMRIS activities be sought from major funding bodies.	PIMRIS Coordinator	Ongoing
25. That the PIMRIS report to the next Heads of Fisheries meeting highlights the need for government departments to support staff responsible for information services with equipment, funds, email and Internet access and formal training.	PIMRIS Coordinator	By next HoFM
26. That entries for all PIMRIS representatives be added to the <i>Fisheries Address Book</i> .	SPC Fisheries Information Adviser	June-July 2005
27. That the next Steering Committee Meeting be held just before or during the next HoF Meeting.	PIMRIS Coordinator & SPC staff	By next HoFM
28. That participants should, as far as possible, share information freely to other PIMRIS members.	All participants	Ongoing

### ***Action***

(p.3) To request shortening of the PIMRIS website address by the USP Library web committee.	PIMRIS Coordinator	June 2005
(p.3) Contact PEIN Coordinator to determine whether PEIN evaluation report is to be made available to other PIMRIS participants.	PIMRIS Coordinator	June 2005
(p.3) To share manual of SPC Library policies and procedures.	SPC Librarian	Upon request
(p.3) Remaining country reports (Kiribati, Marshall Is., Niue, Samoa and Tokelau) to be submitted.	Country representatives	As soon as possible
(p.4) Review confidentiality procedures within FFA to improve accessibility to reports when possible.	FFA Information Officer	June-July 2005
(p.4) Produce an updated bibliography of SPC materials on fisheries and aquaculture.	SPC staff	By August 2005
(p.6) To raise any issues members have with ASFA at the ASFA Board Meeting.	SPC Librarian	October 2005
(p.7) To investigate apparent problems with newsletter distribution.	PIMRIS Coordinator	June-July 2005
(p.7) To consider ways of evaluating the distribution and impact of the SPC information bulletins.	SPC staff	June-July 2005