**MINUTES - LPD/SC meeting Wroclaw, Poland**

**SC1: 19 August 2017; 8:00 – 10:00 (Conference Room C)**

**SC2: 21 August 2017, 16:15 – 18:45 (Conference Room C)**

1. **Opening and Welcome (Karen Keninger)**

The Chair of the LPD Section, Karen Keninger, welcomes all standing committee members to the meeting

1. **Apologies**

Elena Zakharova (Russian State Library for the Blind)

Hiroshi Kawamura (ATDO, Japan)

Neli Kaunda (North West University, South Africa)

1. **Introductions and Attendance list**

*In attendance:*

Mike Marlin (Braille & Talking Book Library California State Library, American Library Association– USA)

Kirsi Ylanne (Celia Library, Finland)

Kristina Passad (MTM, Sweden)

Karen Keninger (NLS , USA)

Jelena Lesaja (Croatian Library for the Blind, Croatia)

Yasmine Youssef (Bibliotheca Alexandrina, Egypt)

Geert Ruebens (Flemish Library for Audiobooks and Braille, Belgium)

Anthea Taylor (Vision Australia)

Ingvild Aanensen (NLB, Norway)

Christian Felsmann (German Central Library for the Blind, Germany)

Geert Ruebens (Flemish Library for Audiobooks and Braille, Belgium)

Monica Urzua (Library of Supreme Court, Chile)

Kari Kummeneje (Norwegian Library of Talking Books and Braille)

Nedeljka Lozajic (National Library of Serbia, Serbia)

Flora van den Berg (Bibliotheekservice Passend Lezen , The Netherlands)

*Observers:*

Saskia Boets (Flemish Library for Audiobooks and Braille, Belgium)

Laurette Uzan (Association Valentin Haüy (AVH) , France)

 Francois Hendrikz (South African Library for the Blind)

Chris Corrigan (NLS/BPH, USA)

Francisco Martinez (ONCE, Spain)

Isabel Gutierrez (Universidad Complutense de Madrid, Spain)

Koen krikhar (Dedicon, Netherlands) through Skype

1. **Introduction of new members**
* *The chair introduced new members to the committee:*
1. **Accepting the agenda / adding last minute items**

The meeting accepted the agenda

1. **Minutes of meeting**

The meeting accepted the minutes of Alexandria meeting .

1. **Elections of officers**

 Nominations were called for three available officer positions in the Section, i.e. Chair, Secretary and Information Officer for the next two years. Kirsi Ylanne from Celia Library in has been nominated. The meeting accepted her nomination and confirmed her appointment as Chair unopposed.

Yasmine Youssef from Library of Alexandria in Egypt has been nominated for a second term, and the meeting accepted her nomination and confirmed her appointment unopposed.

Ingvild Aeenensen from NLB in Norway has been nominated as information coordinator and the meeting accepted her nomination and confirmed her appointment.

1. **LPD representative in ABC Board:**

Victoria Owen will represent IFLA HQ on the ABC Board, as well as Anthea will representing the LPD committee. Anthea attended one online meeting, and is attending another one in October, and will pass some notes to LPD list with ABC updates.

1. **IFLA Guidelines for Marrakesh Library implementation project—Karen**

IFLA is interested in developing guidelines for Marrakesh implementation. These guidelines would be targeting libraries, unlike the WBU guidelines which is more focused on ratification implementation and domestication of national copyright law.

The proposed document, would comprise of A brief set of guidelines that would be useful to libraries, (WBU one don’t mention libraries) and would be more practical and focused on what you have to do if you are in MT ratified country, and want to do to cross border exchange.

The LPD committee has been invited to a meeting organized by IFLA HQ, at 12:30 on 21st of August. All committee members are welcomed to attend and not mandatory.

1. **Update on LSN collaboration—Mike**

The program is about library conference accessibility, Mike and Chris will be speaking about accessibility in American Library Association conferences and they guidelines they developed. The panel also includes speakers from Sweden and Norway talking about recommendations and experiences regarding conference accessibility.

It’s in the Auditorium hall, after the IFLA opening session; Mike invites all LPD members to attend the session.

1. **Global Vision (GB) update—Yasmine**

Karen and Yasmine attended the kick off meeting in Athens in April. In May, karen called for an online meeting through Zoom to update the committee on the Global vision workshop in Athens and to discuss the questions raised . LPD committee members asked the Global vision questions through a facebook group. The answers of the committee were compiled in a report and sent to IFLA HQ as requested. Karen thanked the committee for their active participation in the GB report.

1. **Egypt Symposium Update—Yasmine**

There has been significant progress in the advocacy efforts for ratification the months following the Symposium. The parliament requested a meeting with the Ministries of culture and Foreign affairs, and the outcomes of the meetings were positive. The Egyptian president as announced 2018 to be the year of the disabled, meaning there will be focus on disability issues, and it is expected that Egypt will ratify by 2018**.**

1. **LPD WLIC Presentation: Marrakesh, The Road to Implementation”**

Karen reminds LPD members to attend the session at 9:30 a.m. at the Auditorium Hall. We have two external speakers; Teresa Hacket from EIFL talking about various examples of MT ratification and Vincent Bonnet from EBLIDA talking about public library sector and accessibility. The third presentation by Anthea and Jennifer will be about the Australian experience in implementation of MT and finally the fourth presented by Karen and Yasmine, will be about the Egypt Symposium.

1. **Poster session:**

Jelena is inviting LPD members to attend the poster session to check the poster she created in collaboration with Kristina about accessibility. The title is "The Inaccessible".

1. **2016/2017 Action Plan results:**

The committee identified three items in the action plan to accomplish throughout this year, all action plans items were met:

First item: Collaboration with IFLA , WBU and BA to pilot a model one-day Arabic symposium focused on Egypt as a model for national symposia to promote advocacy for ratification and copyright reform. It went well and the results are coming out of it.

Second item: Collaboration with IFLA and CLM to issue statements providing guidance on issues surrounding ratification of the Marrakesh treaty. Karen worked with IFLA HQ on these statements which were published on IFLA website. She also gave a speech at WIPO during the SCCR in November, speaking primarily from the position of IFLA in terms of things that we hope for domestic model that would not require remuneration to publishers of items that Authorized Entities create. It went well.

The third item: Recruitment of new members from Asia and Latin American. And now we have two new members; Monica Urzua from Chile and Hiroshi Kawamura from Japan. We also have two corresponding members: Virginia Ines Simon and Ando Kazuhiro from Japan.

1. **LPD Logo and one-page Flyer:**

IFLA asked LPD to adopt a logo for the section, and do a one page flyer to promote the section activities, providing some templates and ideas. The logo suggested by IFLA HQ consists of two hands reading braille. The committee refused the prosposed logo. It doesn't look like real braille, as the letters don't represent a word.

The committee has a discussion over the logo, an whether it represents what we do in LPD. Committee agrees that the logo doesn’t represent the wide range of print disability types we serve. It is an outdated logo, and the committee suggests another logo that best presents the LPD.

Mike suggests a symbol that has braille and sound waves, but not sure how to capture dyslexia in this logo. Saskia proposed some icons, that are used in the libraries; an icon for dyslexia where you see a question mark on a book, or a book connected to headphones, and with some sound waves.

Francois thinks that to capture all the concepts discussed can be challenging, and suggested we go for something more abstract, and since the section is mostly about accessibility so we can do something like the @ sign used for email to represent accessibility, and redesign the letter A to come up with a new symbol and put the name of LPD under it.

Karen asks if there's a universal symbol/sign for accessibility, and would it be possible to offer one and promote it.

Jelena suggests a mirrored @ sign. Koen shows the LPD members the open door symbol used as a symbol for accessibility. It’s a proposed accessibility symbol, and we are not sure it’s copyrighted.

Karen asked for volunteers to come up with recommendation or a logo that we can share with IFLA HQ . Jelena, Mike and Flora volunteered. **Action item 1**

Jelena, Flora and Mike had a discussion over the logo and drawn a few sketches and Jelena asked a designer to create one based on the discussion earlier in the first SC meeting. Jelena passed on the suggested logos, and LPD members voted and chose one design to be the LPD logo.

Mike suggests that we communicate to IFLA HQ the need for an Alt. tag, so that it describes the logo .

The committee discussed the content of the one-page flyers to promote the section activities, It’s divided into the following sections; Information on members, communications options, major activities, list of current projects, and get involved section.

LPD agreed to speak about mission and list current activities. The mission general purpose of the section are available on the LPD page. Some of the major activities proposed are: MT efforts on ratification and implantation, Accessibility guidelines.

Geert volunteered to draft the Flyer. **Action item 2**

**Corresponding members:**

Kirsi announced that new corresponding members are joining the LPD committee: Saskia Boets from Belgium and Laurette Uzan. Both members gave a brief self-introduction to the committee.

1. **Brief from officers report:**

Secretary General explained the process of the Global vision project. It started with a kick of meeting in Athens, and then six regional workshops. All participating sections submitted their reports with the results of the sections' workshops.

They launched the online voting for the Global vision and we should encourage all our colleagues in our countries to vote and participate. It’s open to all librarians not only IFLA members.

After the voting process ends, IFLA will write a report and it will be published in March 2018. Then another workshop will start in March in Barcelona for the implementation of the Global vision, Which will also be followed by regional workshops.

Bill Gates foundation has been funding IFLA therefore they have been able to increase their staff members, and hope can be able to communicate better with the sections.

There will be a survey for IFLA members in September.

They will renew IFLA’s website next year, and Kirsi encourages members to comment and send their feedback to ensure accessibility from the start.

They are also encouraging sections to use Basecamp, but we are not sure it’s accessible. Mike will check it **Action Item 3**

Also, sections were encouraged to consider collaborations between each other and to use the mapping of unit’s activities to find possible areas of interest and collaboration.

1. **Proposal for a Professional Report—Karen**

Based on the report , IFLA HQ contacted Karen on whether we would be interested in publishing a professional report on the event that could be used by other organizations and groups, it would be peer reviewed and printed. We were asked to submit a proposal, Karen did send it to LPD committee. Karen and Yasmine will work on the report, but would need review from the LPD committee members. Then submit it to the professional committee to get official permission to work in this report.

LPD committee accepts the proposal for the report, if members should submit their comments or feedback by 15 September 2017.

**19. Communications Plan:**

Kristina presented to the committee a proposal for a communication strategy. The objective of this strategy is to define the purpose and aim of the different communication channels.

The communications team (Kristina, Kirsi, Kari, Anthea, Ingvild and Yasmine) had a meeting in Alexandria . After the meeting Kristina compiled a first draft of the strategy. This was followed by an online meeting (through zoom) in May. The Draft was finalized in a meeting in Wroclaw after the first SC meeting.

The overall purpose, to increase the awareness of print disabilities and each channel serves specific goals. The strategy defines purpose, target group and frequency and tone of voice of each channel used.

Laurette will do a French translation, Virginia will do the Spanish translation and Yasmine will do the Arabic translation. **Action Item 4**

Monica and Virginia will create an LPD Facebook page for Spanish speakers **Action item 5**

Karen suggests that we can advertise the presentations of the speakers in the LPD sessions on Facebook. She also suggests that LPD members send stories, news and ideas to the communications coordinators to put up through the social media channels.

Yasmine is reminding LPD members to promote the LPD Facebook page.

LPD members accept the communications strategy with no further additions.

Kristina asked LPD members to sign up in a paper if they are going to submit an article to the next newsletter.

Saskia has volunteered to present their organization in the next newsletter. **Action item 6**

**See Annexure 3 for the full strategy.**

1. **Satellite meeting:**

LPD committee is not planning a satellite meeting for 2018. However, LPD committee will participate in the LSN meeting and contribute with speakers.

The theme is Inclusive Library Services for Children and Young Adults" , and the call for papers will be out soon. It’s a one and a half day meeting.

1. **LPD session Review:**

Kirsi thanks Speakers who contributed to the session. An estimate of 80 delegates attended and the number of questions coming from the audience and the discussion that followed the presentations proved that it was successful and the choice of topic was timely.

1. **LPD session in Kuala Lumpur:**

LPD committee has agreed to do a session on Marrakesh Treaty since there’s so much left to discuss concerning the treaty and not do a joint session on Universal design with LSN. LPD committee can contribute speakers in the LSN session.

Suggestions about the topic include; discussing the implementation of the treaty with a focus on concrete examples of implementations, and also showcase the current situation in Asian countries. Another topic is privacy issues and how they are regulated in different countries. The committee will continue the discussion online and will choose a title for the session before the deadline on November 15th.

1. **Action Plan 2017/2018**

**-Guidelines for Library services for persons with print disabilities.**

Kirsi suggests Updating the Guidelines on library services for Braille users, since it's outdated, to Guidelines or library services for the print disabled.

Krisi sent out the translation of the Finnish Guidelines to the committee to check out. The committee discussed whether it would be general guidelines on accessible library services, or rather a more specific one on print disabilities.

The committee agrees it would be timely to concentrate on print disabilities. Kirsi asked for volunteers to join the working group. Yasmine, Kirsi, Mike, Anthea, Laurette, Monica, Saskia, Nedlejka. **Action item 7**

**-Develop recommendations for libraries to use when asked to value their collections for accounting and administrative purpose:**

There are no international models on how do we calculate the value of the books. Francois suggests we exchange how do each organization calculates the cost of the books and what are the different models and approaches to value the collection and reflect it as an asset. Jelena volunteered to distribute questions about this topic and collect answers of LPD members. **Action item 8**

**-Collaborate with IFLA to create Guidelines for libraries on local Implementation of Marrakesh Treaty**

LPD had a meeting with IFLA HQ, CLM and Victoria Owen who's leading the project. Victoria will get Funding from IFLA for face to face meeting for the working group. Karen, Mike, Anthea, Christianne will take part in the guidelines. LPD committee will contribute in the reviewing process of the Guidelines.

**-Directory of Libraries serving the print disabled**

Kirsi suggests developing a list of libraries serving the print disabled in different countries, to be put up on LPD page, and the guidelines can refer to this list. The list we received from IFLA HQ is outdated and incomplete. Karen suggests we collaborate with ABC and WBU, if LPD will work on this project**.**

**23. LSN program in Kuala Lumpur:**

It will be about universal design, so as to continue with the discussion on accessibility. LSN chair Misako asks LPD committee to contribute to the session as speakers.

Also Misako has invited the LPD committee to contribute to the Satellite meeting they are organizing in collaboration with the children and young adults section.

**24. Location and Dates of Winter Meeting:**

The winter meeting for next year will be held in Brussels, Belgium. Geert suggests the following dates: 26th and 27th of February 2018 as potential dates for the meeting and the 28th will be for a symposium on topic that will be decided later. Suggested topics include; Marrakesh Treaty and Guidelines for Libraries serving persons with print disabilities.

**Annexure 1:**

**Action items (Wroclaw Meeting)**

1. Jelena, Mike and Flora volunteered to develop a logo for the LPD Section Action item 1
2. Geert volunteered to draft the one page Flyer of LPD section. Action item 2
3. Mike will check the accesbility of Basecamp Action item 3
4. The newsletter will be translated into three languages: French (laurette), Spanish (Virginia) and Arabic (Yasmine) Action item 4
5. Monica and Virginia will create an LPD Facebook page for Spanish speakers Action item 5
6. Saskia will present the Flemish Library in the coming newsletter Action item 6
7. The follwoing members signed up for the LPD Guidlines working group: Kirsi, Mike, Anthea, Laurette, Monica, Saskia, Nedlejka and Yasmine. Action item 7
8. Jelena will distribute questions about recommendations for libraries on how to value their collections and collect answers from LPD members Action item 8

**Annexure 2:**

**Action items (Alexandria Meeting):**

Action item 1: keninger will check the possibility of inviting a speaker without charging him for congress fees. **Status: Done**

Action item 2: Ylanne will contact the president of EBLIDA to invite him to speak at the LPD session. **Status: Done**

Action item 3: Taylor will contact Coates and confirm their participation in the session. **Status: Done**

Action item 4: keninger will contact the foundation and check the possibility of funding a speaker from Latin America. **Status: Done**

Action item 5: Keninger will contact potential publishers to speak on the session . **Status: Done**

Action item 6: Ylanne will send the translated guidlines. **Status: Done**

Action Item 7: Orme will send the guidelines of Share the Vision. **Status: Done**

Action item 8: Kummeneje will ask IFLA if it is possible to have a volunteer manage the French speaking Facebook group. **Status: Done**

Action item 9: Youssef will upload the video recordings of the Symposium to the new channel. **Status: Done**

**Annexure 3:**

**Social media strategy for IFLA/LPD September 2017**

**Background and purpose**

IFLA/LPD has today many different channels for communication. With growing possibilities with social media to reach more people who work with these media, the more use for a strategy for these channels.

The channels used today are the IFLA webbsite, the Face book group and page, Twitter and the news letter. A news letter is not really part of a social media channel, but our news letter is an important way for communication. We plan to start a you tube channel.

There is a number of different target groups: librarians, clients, politicians, interest groups, publishers, the public.

The over all **purpose** for all the digital channels is to increase the awareness of print disabilities and focus on the possibilities with accessible media. We want to reach the above mentioned target groups and we also want to reach potential persons within the target groups.

The different channels have different **aims** (See the chart below).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | IFLA/LPDs web | Face book page(135 followers and 137 likes in Sep 2017)  | Face book group(71 members in Sep 2017) | Twitter(86 followers in Aug 2017) | News letter(At least 100)  | You tube channel |
| Target group | Mostly librarians outside and inside IFLA  | Wider group than webb page | Librarians | Librarians, clients | IFLA/LPDs mailing list  |  |
| **Purpose** | Attract and engage persons to work for IFLA/LPD “Get the message”Information about the work in the LPD section and IFLA | Information about important organisations, legislation | Share ideas. **How** can we work with accessibility? Inspiration and information about the work with accessible media. | Information about conferences and news in legislation etc. | Share news and information from organisations. | Information about our organisations |
| **Aim** | Increase the number of visits? | Increase the number of followers | Increase the number of members | Increase the number of followers | Increase the number of persons in the mailing list? |  |
| **Tone/voice** | Official, formal, informative, competent  | Communicative, informal conversational | Informal, inspiring |  | Inspiring, informative | Communicative, informal |
| **Frequency** | Whenever | At least once a month, especially at meetings or conferences | At least once a month, especially at meetings or cenferences | Whenever, but especially when there is a conference or meeting | Once or twice/year | Whenever |
| **Persons responsible** | Ingvild | Kristina/ | Persons responsible | Ingvild | Kristina/ | Persons responsible |
| **Follow-ups** | Count visitors | Count the number of followers, likes | Count the number of members, likes, posts |  |  Ask for feedback on the letter | Follow-ups |