

Library Services to People with Special Needs
Section Standing Committee
Zagreb, Croatia
February 27-28, 2015

The group convened at 10:30am on February 27th.

In attendance were:

Committee members:

Misako Nomura, Chair

Nancy Bolt, Secretary

Erlend Ra, Information coordinator

Sanja Bunic, Zagreb host

Elke Greifeneder

Anne Sieberns

Marie-Noelle Andissac

Heide Carlsson Asplunde

Amelija Zulj, Zagreb host, corresponding member

Dunja Marija Gabriel, Zagreb host, corresponding member

Helle Arendrup Mortensen, corresponding member

Knut Michael Nygaard (Incoming member)

Guests

Zeljka Miscin, librarian (Zagreb City Libraries),

Veronika Celic-Tica, Adviser for School Libraries (Croatian Institute for Librarianship, National and University Library in Zagreb);

Minutes

1. Masako called us together at 10:30. Welcome and introductions

2. Apologies
Ray Schwartz could not come. Veronica L C Stevenson-Moudamane and Myoung Ran Jan did not respond.

3. The agenda was approved unanimously with two additions under other business:
 - Accessibility at IFLA conferences
 - Follow-up on the Lyon program

4. The minutes were reviewed and approved unanimously.
5. Chairs report

Misako reported that we are expected to indicate how we will contribute to the Lyon Declaration. There will be a program organized by Division 3 in South Africa. There is also a Division skype meeting in March. Misako will raise the issue of emphasizing physical as well as information accessibility in the Lyon Declaration. We will also use this opportunity to promote the new *Guidelines for Library Service to People with Dyslexia*.

6. Financial report

Misako has not been able to obtain a financial report. She thinks we used about 180 EUR of our budget. We have no information from Veronica or from IFLA about what our current budget is. Misako will ask IFLA again how much money we have.

7. Program in S.A. –

7.1 Speakers

- i. We have a speaker from Germany for library services to the incarcerated.
- ii. We have a speaker from Taiwan who will speak on library services to the incarcerated
- iii. We are looking for a speaker on library services to people with mental disorders. Heidi and Knut both have some contacts in South Africa and will follow up with them
- iv. Sanja will speak on library services to the homeless
- v. Sanja also has a contact at the Zagreb Public Library who can speak on library services to people with mental disorders but she does not have permission to travel yet
- vi. Nancy will coordinate getting the program together

7.2 Title of the program

Much discussion ensued on the correct title of the program. The final decision was to call it: *Do THEY have the right to information? Library Services to People Who are Homeless, Incarcerated, or with Mental Difficulties*.

Nancy will contact PLS with information about the new title.

There was also discussion about investigating if our program could be in the public library rather than the conference center. The final decision was that, even though it might bring attention to the public library, it could lower attendance because of the travel time necessary to get to the public library. Plus we do not know if the public library would be willing to host it and if IFLA would approve the change of venue.

We also discussed the possibility of scheduling a visit to the public library but decided that the IFLA schedule did not permit it.

8. Strategic Plan, unanimously approved 8 votes on new agenda.
 - a. Move Nancy, Second, Erlend, 8 votes yes, unanimous
 - b. It is attached.

9. Information strategy
 - a. We decided not to do a newsletter but to focus on the Facebook page.
 - b. Currently we have a web page and Facebook page. There are 900 members on the Facebook page. However, there are not enough postings of value to our members. All of the standing committee members should be posting something on the Facebook page about the services they offer. Can they be in another language? Yes. We should do an introduction in English before posting something in another language. Need to be more interactive ourselves. We should “like” what’s posted and comment on what’s posted on the site. All of these people are part of our “group” and get notification when something is posted
 - c. Dyslexia guidelines are official and will be posted under publications
 - d. Erlend will create a new category called projects which will have the new Homeless guidelines in it
 - e. There is some confusion about whether IFLA will mount power point presentations on their web. If you want something on our webpage, send to Erlend and he will post it.
 - f. Suggest that old “news” be removed. Try and keep it current.
 - g. Could also have links to work that individual national associations are doing on service to people with special needs. It will be difficult to keep it updated. What do we want on it? How do we keep it updated? Do we need criteria for what to put on it? Erlend suggests we send him topics and examples what might be on the page. We can have a discussion in Cape Town and then decide. Include headlines for each topic.
 - h. We could also create a category on links to resources.
 - i. Heidi suggests putting the photo from the Dyslexia guidelines on the web page.
 - j. Erlend will also consider a disclaimer on the web page that some of our resources may seem old but we keep them up because they are still useful.

10. Outstanding projects and pending projects
 - a. Dyslexia Guidelines
 - i. Layout was made attractive with a checklist to be used as a tool. Sent letter on the 25th of February asking that it be put on the website. Have not heard back from IFLA yet. Translations can begin. IFLA recommends that people in each country who have experience with dyslexia do the translation. Do you need IFLA’s permission to do this? Have a plan for how to disseminate the guidelines. Marie is also doing a strategy day in France. Nancy Bolt will put on the ALA website. Elke also said to put in Daisy and E-pub format. Helle will get it translated into Danish. Also Erlend and Knut into Norwegian. Misako will get it translated into Japanese. Dunja will try and get translated into Croatian.

- ii. Budget for Dyslexia Guidelines project had two face-to-face meetings plus skype meetings. We should put in money in the budget to get them published. Have someone with English on the committee to make it popular English.
 - iii. We also need a process for turning the Guidelines into the Daisy and E-pub format so accessible to disabled. Knut will ask his organization to convert the Guidelines into Daisy and E-pub format.
- b. Guidelines for the Deaf – propose to Deaf/Blind Section to partner. Marie-Noelle and Dunja are going to work on the Guidelines starting from 2016.
- c. LSN Section brochure – no report. There will be a working group with Marie-Noelle, Heidi, and Dunja. *Helle gave a copy of the last brochure to Heidi. Heidi will scan the brochure and send to Marie-Noelle and Dunja. Should we even have a printed brochure? There was some discussion of whether it is valuable. We decided to go forward, maybe print less, make it attractive. Try and have ready for Cape Town. Brochure can have pictograms. Knut will help find these for people who are visually impaired, homeless, prisoners, and people in wheel chairs.*
- d. Translation grid – Misako put on the screen for all to see. Misako would like someone on the committee to manage this process for LSN. Once translated they are posted on our website. Erlend is not sure if they are in the IFLA library or not. IFLA should have a copy of each of the translation electronically and in print if it is published in print. Erlend volunteered to take this on.
- e. Other projects left over from previous years. There was unanimous vote on the following:
 - i. LSN's history. Needs to be updated. Last updated in October, 2009. Suggested to just do update of chairs, programs and postpone updating the full history until some undetermined time later on. Nancy volunteered to do that.
 - ii. Glossary of Terms and Definitions. Not necessary to do this. Easy to see these definitions on the internet. The group voted to abandon the project.
 - iii. List of chairs and programs. Already decided to update. Nancy Bolt will do it.
 - iv. Guidelines for Libraries Serving Hospital Patients and Elderly and Disabled in Long-Term Care facilities. Scheduled for 2019-2020 in our long range plan.
 - v. International Resource Books – not needed now. Information is on the internet. LSN does not have the resources.
 - vi. LSN Historical Overview – covered elsewhere on the website. Do not update this.

11. Homeless Guidelines

As part of our meeting in Zagreb, the Standing Committee sponsored a workshop: "Library Services for Homeless People: Sharing Experiences for the development of Guidelines" (16.30 - 20.00) and that the report of the workshop would be posted separately. Based on this workshop, we discussed Guidelines for Library Services to People Who Are Homeless.

- a. PLS has offered to review the guidelines after we have written them. They do not wish to participate in the writing of them.
- b. Nancy handed out an outline.
- c. Sanja will be the chair. We will need a working group. They will finalize the outline. Members of the working group will be:
 - i. Sanja Bunic, Chair
 - ii. Nancy Bolt, committee member
 - iii. Helle will help with the project proposal
 - iv. Someone from Africa – Marie-Noelle has some information about it.
 - v. US, Nancy will look for someone
 - vi. Someone from India
 - vii. Someone from South America
 - viii. Someone from Asia, Misako will try and find someone
 - ix. Anne will contribute to the guidelines from the perspective of human rights.
- d. Elke will ask on the Facebook page if anyone provides services to homeless.
- e. Erlend will create a project page on the website.
- f. Sanja will ask permission of Dragana and Mirina to post their presentations on the website.
- g. Nancy will ask for permission from Vikki to put on our web page.
- h. Nancy will ask Heather and Sarah to summarize their comments for the website.
- i. Project proposal for October: The details of this will be decided in Cape Town.
 - i. Face to face meetings
 - ii. Designer costs
 - iii. Printer and proof reading costs
 - iv. Author/editor costs

12. Membership Status

- a. Elke and Veronica are leaving
- b. Eight members left and we got at least three new members. New members are Knut, Marie from Denmark, someone from Chili, and two from the US.
- c. Misako did the annual report to Division III.
- d. Sanja raised the issue of the ability of Section members from poorer countries to attend the IFLA conferences. IFLA is very expensive. Is there any way to lower the costs?
- e. The group voted that Misako write to the Chair of IFLA Division 3 to ask that the requirement for IFLA Standing Committee members to attend IFLA conferences be reconsidered. Many of our members participate actively in the work of the committee but cannot afford to attend the conference. Active participation is more important than actual attendance.
- f. Hotels in South Africa. Should we all stay together? We want a cheap hotel that is close to the conference hotel and safe to get to the conference center.

13. Other business

- a. Anne submitted a report on follow-up of our Lyon program/ session on the UN CRPD. We had an impact. Our keynote speaker, Professor Theresia Degener, Vice Chair of the UN Committee on the Rights of Persons with Disabilities, integrated the information and

- suggestions she had heard at the session into the CRPD Committee's work: Since September 2014, the Committee has encouraged State parties to the CRPD to ratify and implement the WIPO Marrakesh Treaty for persons with a print disability. Furthermore, the Committee will from now on consider the accessibility of libraries in the CRPD member States and subsequently give recommendations regarding the improvement of library services for people with disabilities in the States concerned. European Union stopped / still undecided on the ratification of the Marrakesh Treaty.
- b. We decided to write a letter to IFLA about physical and information accessibility to the IFLA conference – web site and physical conference center. Ask LPD to join us in a resolution since they already made the similar resolution. Knut is interested in this topic as well. Group voted to do this. Relate to the Lyon Declaration and also UN Human Rights Declaration. Nancy will write a first draft of the resolution.
 - c. Next year mid-term meeting will be in Berlin on a date to be decided. Probably February or early March. Anne and Elke will look into it.

14. GREAT THANKS TO HOSTS.