



Library Services to Persons with Special Needs
ANNUAL REPORT
2016-2017

Introduction

Professional Units must prepare an Annual Report each year. It has been agreed by the Governing Board that this can cover the period September 2017 – August 2018 to correspond to the terms of the Standing Committee. The purpose is to inform the Professional Committee, the Section's Standing Committee, members of the Section and the profession around the world about achievements over the year. The Annual Report refers to the activities identified in the Unit's [Action Plan](#) and reports on the progress of these activities, the activities that have been completed and their impact.

The Annual Reports of all IFLA Sections provide important input to the fulfilment of IFLA's Professional Programme, Strategic Plan and Key Initiatives, and also contribute to IFLA's Annual Report.

The Officers of the Section should return this form to the Division Chair and Professional Support Officer no later than 31 October 2018.

A summary should be provided to the membership of the Professional Unit.

Further guidance on Annual Reports can be found in the Officers corner: <http://www.ifla.org/officers-corner/annual-reports>

Report on progress and activities

Objectives <i>Identified in the Unit's Action Plan</i>	Project or activity <i>Identified in the Unit's Action Plan</i>	Progress <i>Please give brief details, including status (not started, in progress, near completion, completed)</i>	Risks <i>Please identify any problems or concerns (e.g. missed deadlines, lack of resource) and how you would propose to address them</i>
Complete draft of guidelines for library services to persons who are deaf, hard-of-hearing or deaf-blind.	Review contributions and edits by working group members.	The working group has completed the initial draft of the guidelines. The next step is finalizing the edits made to the sections before approval.	There are chapters of the guidelines which are need more information. The working group will have to expand on them or have the author attempt another draft.
Work to increase accessibility at IFLA Congresses.	Create a checklist from which conference organizers can consult to better ensure accessibility of venues for congress attendees with disabilities.	LSN established a working group for this checklist and will have a draft by our Midterm meeting in Sofia Bulgaria.	Limited time among standing committee members.
Revise accessibility checklist for libraries	Revise the section of the checklist concerning digital accessibility and assistive technology.	The checklist has been reviewed and will be updated by LSN's Midterm meeting in March.	Limited time among for the standing committing member assigned to make the revision.
Develop guidelines for library services to refugees	Establish a team within LSN to draft a series of guidelines to be distributed to libraries who serve refugee populations.	LSN established a working group to begin research and drafting.	LSN standing committee members lack the expertise on this subject. We are planning to recruit members who would be able to contribute.
Work with UNESCO to develop booklet on library services to persons in prison.	Collaborate with UNESCO on developing a booklet on best practices for library services to persons in prison.	Members of the standing committee are collaborating with UNSECO's representative to draft the booklet.	Unknown at this time.
Satellite meeting in Egypt.	Collaborate with the LPD standing committee to offer a satellite meeting in Egypt on providing	LPD has recently approved the satellite meeting. LSN will reach out to them to discuss next steps.	Securing space in the host venue, recruiting speakers, commitment from working group participants.

	accessible reading material to people with print disabilities.		
WLIC 2019 Programme	Propose a program for the 2019 conference.	We are in the process of determining a program.	Completing the proposal forms by the November deadline.
Satellite Meeting in Singapore	Before the 2018 WLIC, LSN partnered with the Libraries for Children and Young Adults Section to offer a satellite meeting on library services to children with special needs.	Completed.	N/A
WLIC Congress Programme	During the 2018 WLIC LSN partnered with LPD to offer a session on universal design in libraries.	Completed	N/A
LSN Brochure	Publish a promotional brochure for the section.	Completed	The cost for printing the brochure is 159 euro. We are only allocated 100 euro from IFLA. We will need to make a special request for the extra 59 euro.
Global Platform Initiative	Submit a report to the United Nations highlighting the importance of libraries to people with disabilities as part of the UN's sustainable development goals.	The final report will be submitted in December.	N/A

Results

Please provide further information about the activities that were completed during the year. Ensure that details or a full report can be found online, the main outcomes have been shared with a wider audience and the impact of the work can be demonstrated.

Completed project or activity <i>Please list those projects/activities identified as completed in the table above</i>	Output <i>Please state what the output of the project/activity was (e.g. Report, Standard, Workshop etc) and provide a URL to it</i>	Communications <i>Please state how the output and outcomes of the project/activity have been communicated to the Unit, IFLA members and the wider profession</i>	Impact of the completed project or activity <i>Through the Measures of Success identified in your Action Plan, describe what difference the project or activity has made to the Unit, IFLA members, the wider profession or society at large</i>
Satellite Meeting in Singapore	A series of papers and slides from a diverse range of experts in the field of providing accessible library services to children and young adults with special needs.	The outcomes are available from the website for the satellite meeting and from LSN's web presence. https://sites.google.com/view/ifla2018lsn/programme	Our satellite meeting have 140 participants who learned from experts in the field of library services to children with special needs. They will take the knowledge they gained back to their communities which will benefit the patrons they serve.
WLIC Congress Programme	Papers and presentations on the importance of universal design in libraries.	The papers and slides are available from IFLA's WLIC 2018 website.	We had 180 attendees to this session. They will they left the programme knowing how designing for accessibility benefits the large public.
LSN Brochure	300 copies of a brochure highlighting LSN's mission and the professionals in our community.	The brochure will be made available at all LSN programs and events.	It promotes LSN as a professional home for librarians who want to learn more about services to persons with special needs.
Global Platform Initiative	To contribute to this report, LSN launched a survey. The data collected demonstrates the importance of libraries in	After the report is published in December, it will be available through the UN website.	The results of the survey and report clearly demonstrate the importance of libraries to people with disabilities. This

the lives of people with disabilities.

will be of benefit to international policy makers going forward.

Standing Committee membership

Please provide further information about members of the Standing Committee and their contribution to the work of the Professional Unit.

Standing Committee members' names	Role on the Standing Committee (if any) and contribution made to the work of the Professional Unit over the year <i>For example, Chair, Information Coordinator, Project Leader</i>	Comments on position <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
1. Misako Nomura	Chair	
2. Christopher Corrigan	Secretary	
3. Erlend Ra	Information Coordinator; Co-coordinated our Midterm meeting.	
4. Nancy Bolt	Member; Leading our efforts in establishing and maintain accessibility best practices for IFLA congresses.	
5. Heidi Carlsson Asplund	Member; project leader for publishing LSN's brochure.	
6. Dolores Carungui	Member	
7. Man Yi Helen Chan	Member	
8. Marie Engberg Eiriksson	Member; project leader for LSN's accessibility checklist.	
9. Maria Isabel Gutiérrez Sánchez	Member	
10. Claire Joseph	Member	

11. Ingrid Källström	Member; co-moderator during our satellite meeting.
12. Knut M. Nygaard	Member; Co-coordinated our Midterm meeting.
13. Paola Francisca Santibañez Morales	Member
14. Anne Sieberns	Member; contributes to LSN publication on matters pertaining to human rights.
15. Maela Uvodic	Member; involved with the development of our guidelines to libraries who serve persons who are deaf, hard-of-hearing or deafblind.

Names of any other reporting persons	Role <i>For example, Corresponding Members</i>	Comments on position <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
1. Felicity Benjes	Corresponding Member	
2. Marie-Noëlle Andissac	Corresponding Member; coordinator of our guidelines to libraries who serve persons who are deaf, hard-of-hearing or deafblind.	
3. Gerhard Peschers	Corresponding Member; working with UNESCO to develop the booklet on library services for prisoners.	

Professional Unit meetings or conference calls

Please show how the Standing Committee has conducted its business over the year.

Date <i>When the meeting was held</i>	Location or type of meeting <i>Physical or virtual meeting (telephone, skype etc)</i>	Main outcomes

		<i>Briefly summarise the main outcomes of the meeting and how these were communicated to the membership of the Professional Unit</i>
1. March 15-16, 2018	Midterm Meeting; in person	Discussed ongoing projects, new proposals, and assigned tasks. The meeting minutes are posted on our webpage.
2. August 24 and 27	WLIC Meeting; in person	Discussed ongoing projects, new proposals, and assigned tasks. The meeting minutes will be posted on our webpage after approval.

Please return this form to the Division Chair and Professional Support Officer (joanne.yeomans@ifla.org) no later than 31 October 2017.

Please also make a summary of this form available to the IFLA Members registered with the Professional Unit, removing any sensitive information such as risks, individuals' contributions, etc.

(Officers can obtain a list of their IFLA Members from membership@ifla.org).

When making the Annual Report public, please remove any information you think should not be shared. A web page template has been shared with Information Coordinators which you might use for this purpose: <https://codex.ifla.org/node/12489> [access with Codex log-in].