



Library Services to People with Special Needs  
Draft Minutes for the Mid-Year Meeting 2014  
Saturday 22nd March 9:30-19:00  
(Skype Meeting: 17:00- 19:00)  
Location: Elizabeth Hotel Cebu, Philippines

1. Welcome and Introductions  
Veronica L C Stevenson-Moudamane could not finally attend the meeting in Cebu, Philippines, but she could preside at a Skype meeting (17:00- 19:00) prepared and organized by Misako Nomura and Nancy Bolt who attended the Mid-Year meeting in Cebu. Veronica welcomed the Standing Committee members who were able to join the Skype meeting.
  - a. Attending Standing Committee members:  
Veronica L C Stevenson-Moudamane (Chair)  
Misako Nomura (Secretary)  
Nancy Bolt
  - b. Attending Standing Committee members via Skype  
Veronica Stevenson (Chair)  
Erlend Ra (Information Coordinator)  
Sanja Bunic
  - c. Attending Corresponding members via Skype  
Dunja Gabriel
2. Apologies for Skype meeting  
Elke Greifeneder  
Anne Sieberns  
Marie-Noëlle Andissac  
Buhle Mbambo-Thata  
Heidi Carlsson Asplund  
Helle Arendrup Mortensen  
Ray Schwartz
3. Approval of the Agenda  
The Agenda was adopted without any changes.
4. Minutes of the August 2013 SC Meeting in Singapore  
<http://www.ifla.org/files/assets/lsn/minutes/aug-2013.pdf>  
  
It was approved.

- a. Business Arising from the Minutes
  - Misako informed that the LSN new mission was finally approved by PC in December.
  
5. Chair's Report
  - a. Division Skype Meeting -9pm Tuesday 18 March (Paris/Berlin time)
 

It is the first Skype meeting for all chairs of Division III (13 committees) organized by its new Division chair, Maria Carme Torras Calvo. (European Time). Veronica attended and made an oral report on our activities basically from 2011 to 2013 although she submitted the brief report to the chair. The chair explained what IFLA headquarters are doing and how IFLA changed and asked each division to do more engagements to assist new chairs, secretaries and officers who first came in the committee. Veronica felt that It was an excellent meeting since they could talk to the Division chair and know each other. She also mentioned that that new projects should be proposed along with the IFLA key Initiatives so that there could be more chances to get a fund from IFLA. The summary of the meeting will be distributed by the Secretary of Division III. After that Veronica promised to send it out to our section committee members.
  
6. Financial Report (by Chair)
  - Veronica said that no financial matter was raised after last annual conference and that we would probably spend program brochures, thank-you small gifts for speakers of the two sessions during the IFLA Conference for 2014.
  - When Veronica was asked about any financial support for speakers, she said that IFLA would not provide any financial support for speakers about the cost of travels, accommodations and meals, but IFLA started financing one day registration cost for speakers in 2012.
  - 2014 Guidelines for PC Admin Funds allocation and reimbursements were decided during the PC meeting: <http://www.ifla.org/node/8376>.
  
7. Strategic Plan for 2014-2019
 

The draft was submitted to the LSN mailing list by Nancy Bolt and Misako Nomura.

  - Veronica received good comments about the development of the strategic plan from Nancy Bolt, Sanja Bunic and Buhle Mbambo-Thata who are members of its working group
  - Nancy Bolt told that the guidelines which LSN published have to be updated and that especially deaf guidelines and hospital patient library guidelines would be updated since it was 15 years since it published. She also said that we could create the guidelines for homeless people since we included it in the new mission. She asked all Standing Committee members to look at the draft looking back to the old one made in 2006 since we created 5 goals on the basis of the old plan.
  - Veronica thought that the work or partnership with our Division and other Divisions could be added to the goal; "Promote the work of and membership in the Section and Standing Committee" since she came up with this thought from the Division Skype meeting.
  - Veronica suggested that the newsletters which are not available now should be discussed in Lyon since it is related to the strategic plan.
  - All attendees agreed that we go forward with this draft to develop actual time frame of the related activities.
  - In order to start discussion by e-mail and Lyon, every Standing Committee member is requested to make some comment about this draft by 14<sup>th</sup> April.

8. The conference in Lyon

Theme: Libraries, Citizens, Societies: Confluence for Knowledge

It will be held from 17<sup>th</sup>, Sunday to 22<sup>nd</sup> August. More will be found at the conference site. (<http://conference.ifla.org/ifla80/congress-information>)

a. Section Meeting: 12.30-15.00 Saturday 16<sup>th</sup> August

The Second meeting was requested by the Standing Committee member who cannot attend the first meeting since there are generally two meetings of standing committees during the annual conference.

b. First LSN Session: 13:45-15:45 Sunday 17<sup>th</sup> August

Theme: UN Disability Convention and Library Services

The title of the Session is "UN Disability Convention: What It Means to be for Disabled Persons and Library Services Worldwide"

This session has a simultaneous interpretation for IFLA 6 languages.

We need one more speaker, but she/ he will be found soon with the help of Anne Sieberns and Nancy Bolt. The details are attached and updated as of 2 April (paper02)

c. Second LSN Session: 11:45-13:45 Tuesday 19<sup>th</sup> August

Theme: Dyslexia Guidelines

Four presentations are decided. Dunja Gabriel proposed to include a presentation of best practices in Croatia in the Session and Misako will ask the dyslexia working group to discuss it during the Skype meeting in April.

d. Poster Session

The following two Poster Sessions on dyslexia were accepted by IFLA and those who proposed have to be presented at the Poster Session from 12:00 to 14:00 on Monday 18<sup>th</sup> and Tuesday 19<sup>th</sup> August.

(1) "Dyslexia? Welcome to our Library!" proposed by Helle Mortensen, Saskia Boets, Koen Krikhaar, Mieke Urff and Misako Nomura

(2) "Programmes for Motivation to Read in Public Libraries in Croatia" proposed by Dunja M. Gabriel and Dunja Seiter-Sverko.

9. The Conference in Cape Town 2015

a. Satellite meeting in Cape Town in 2015

We decided that LSN would have no satellite meeting since we have limited resources to organize it.

b. LSN Session

We have the following comment about our LSN new mission from public Libraries Section (via Marian Morgan-Bindon, Chair):

We feel it is actually a positive move. Special needs are so much more than physical and mental disability. We particularly like the line 'The Section focuses on those persons who because of their living conditions and/or physical, mental or cognitive disabilities are unable to access current library services.'

In addition to the above comment, the public library section made a proposal of joint program focusing on homeless issues together with our section and LSN is willing to accept it. The details will be discussed with the Public Library Section in Lyon. Veronica told that the librarian from prison library in Germany made an enquiry about whether we would have a session in Cape Town focusing on prison libraries. Maybe we have the possibility to include prison library in the agenda of homeless issues or include both prison library and homeless issues under the wider theme such as social inclusion.

10. Outstanding projects and pending projects

a. Dyslexia Guidelines

This project is finished and waited for an approval from PC. In conjunction with it, there will be a poster session and LSN session organized by its project working group.

b. The following are projects which Nancy Panella kept maintaining

She wanted to hand over to someone of LSN because she is leaving LSN. However she offered to maintain the LSN archives until the person responsible for each project can be found. So LSN accepted her offer and further discussion about how we handle those projects with the help from corresponding members will be expected in Lyon. However, Dunja made a proposal to develop a LSN section brochure together with Helle Arendrup Mortensen. All accepted her proposal and expected them to start this project soon.

(a) LSN's history – published in IFLA Journal, October 2009 (pp. 258-271).

This is a scholarly history and unique among IFLA sections. An update in a few years should be necessary.

(b) Glossary of Terms and Definitions – the glossary is also unique within IFLA

To remain current, it should be monitored for, 1) changes in the terminology of the special needs field, 2) changes in disease/disorder, diagnostic and classification schedules such as DSM-IV-TR ( now DSM-5), ICD-10, ICF, and 3) changes to, or updates of documents such as the Public Library Manifesto, UN Convention on the Rights of Persons with Disabilities, and the related UN and WHO statements.

(c) Translations Grid – It was up to date as of August, 2013.

(d) List of LSN chairs and programs, papers, posters sessions given at IFLA annual conferences since 1932. It was up to date as of August 2013.

(e) Guidelines for Libraries Serving Hospital Patients and the Elderly and Disabled in Long-Term Care Facilities. Someone might want to consider producing guidelines for library services to people in care facilities.

(f) International Resource Book(s) – Joanne Locke and Nancy Panella developed both editions of the Resource Books: IFLA published the first (2001) in its K.G. Saur series and the second (2010) as IFLA Professional Reports #119.

The second edition was posted to the following website.

<http://www.ifla.org/publications/international-resource-book-for-libraries-serving-disadvantaged-persons-2001-2008>

An update in a few years should be necessary.

- (g) LSN historical overview / professional reports handout – it was updated as of 2013, and this was produced as a handout for the ITU Telecom World conference in Geneva, 2009. It is useful for recruitment / public relations tool, because it brings together in one brief document.
- (h) The LSN section brochure – Tone Moseid and Nancy Panella developed LSN's Current 75th anniversary brochure and released in 2006. After that it was not revised.
- (i) The LSN archives - Influenced by the late Anne Galler, a standing committee colleague from Canada, Nancy Panella took on the job of assembling and maintaining LSN's archives. The collection consists of: mid-year and annual meeting minutes; newsletters; correspondence, including email correspondence; mini-histories; annual reports; chair's reports; conference brochures; section brochures; and mementos of the mid-year meetings she hosted in New York City.

11. Project proposals 2015-2016

Nancy Bolt said that we need to revise some of the guidelines as a new project because they are old. A new project to develop guidelines for library services to homeless people was proposed since this project was included in the draft LSN new strategic plan and all agreed with this idea. Veronica asked other Standing Committee members if they have any ideas about a new project. Further discussion will be continued in Lyon. Misako was asked to make sure the deadline of the project application to IFLA.

12. Information Strategy

a. Facebook posting policy

The following draft was made during the Skype meeting and Erlend was asked to make a decision after receiving comments from the Standing Committee members about this draft by e-mail before 1<sup>st</sup> April. He is also asked to post the final one to our facebook and if necessary, take action to people who will violate this policy.

“The IFLA Library Services to People with Special Needs Section (LSN) Facebook page, is an open group relating to topics under LSN's mission statement. We look forward to your participation in posting information and sharing views on these topics. We do however ask that members of the group adhere to conventions of polite and relevant discourse in their postings and comments.

We ask that all topics relate to the LSN mission statement or business and also welcome holiday greetings, religious well wishes that are recognized around the world, and career changes or award acknowledgements of LSN members. Violations of this policy will result in exclusions from the Facebook group.”

b. Website

- Erlend was asked to update the LSN mission since the new mission was approved by PC. (it was done as of 2<sup>nd</sup> April.)
- Misako said that the dyslexia guidelines would be uploaded to our LSN website together with its knowledge base information and updated from time to time. Erlend is responsible for doing it.

13. Other business

- Dunja Gabriel introduced a new service for people with visual impairment in Croatia started by localizing an open source screen reader into Croatian. The software is called “ NVDA” which enables blind and vision impaired people to use computer. It

reads the text on the screen in a computerized voice and works with Microsoft Windows. The software is bundled with eSpeak, a free multi-lingual speech synthesizer. Last week National and University Library in Zagreb installed NVDA (with speech synthesizer for Croatian language) on PCs for library users in 3 reading rooms with open access collection.

More information will be found about NVDA at the download site:

<http://www.nvaccess.org>

- In conjunction with Mid-Year meeting in Cebu, Philippines, the first International Conference of public libraries with theme, "The Role of Libraries in Serving Persons with Disabilities form 19 to 21 at City Sports Club Cebu organized by National Commission for Culture and Arts, National Committee on Library and Information Services, National library of the Philippines and Association of Librarians in Public Sector..Nancy Bold and Misako Nomura participated in it as speakers from LSN to contribute to this conference. 250 librarians got together and learned how they would serve the target users.