



Library Services to People with Special Needs Section

Chair
Tone Moseid
The Norwegian National Library,

Box 2674 Solli
N-0232 Oslo, Norway

Secretary
Helle Mortensen
Stadsbiblioteket i Lyngby

Lyngby Hovedgade 28
2800 Kgs. Lyngby
Denmark

**Library Services to People with Special Needs
Draft Minutes for the Mid Year Meeting**

March, Thursday 3. & Friday 4. 2011
9:00 am- 5pm

Location:
Library of Congress
James Madison Building
101 Independence Avenue, SE, 6. 6h. floor
Washington DC

Members present: Tone Moseid, Chair (Norway), Helle Mortensen, Secretary (Denmark), Veronica Stevenson-Moudamane (United States), Nancy Panella, (United States), Joanne Locke, (Canada) and Misako Nomura, (Japan).

1. Welcome and Introductions

Chair Tone Moseid welcomed the Standing Committee and thanked Veronica, Nancy and Vibeke (in absentia) for organizing the Mid Year Meeting. She also thanked representatives from Library of Congress for hosting the LSN Mid Year meeting.

2. Apologies

Elke Greifeneder (Germany), Marie Noëlle Andissac (France), Dunja Marija Gabriel (Croatia), Bror Ingemar Tronbacke (Sweden), Lucille Webster (South Africa), Margaret Forrest (UK), Youngsook Lee (Korea), Teresa Pages Gilibets (Spain), Camille Degez (France), Vibeke Lehmann (United States).

3. Approval of the Agenda

The agenda was approved

3.1 Changes or Additions to the agenda

Future Mid Year Meetings were added: see point 18: Other Business

4. Minutes of the August 2010 SC Meetings in Gothenburg

4.1 Approval of Minutes

Minutes were approved. Future minutes will be approved electronically with a 2 week deadline for comments. Shortly after the minutes will be published on the LSN website.

4.2 Business Arising from the Minutes

Any business arising from the Minutes of the SC meeting in Gothenburg has been incorporated as items on the agenda.

5. Chair's Report

5.1 Governing Board Meetings

Tone reported from GB and PC meetings:

- IFLA going digital is an ongoing process
 - IFLA express in Puerto Rico: Brief editions and few paper copies. Print on demand will be offered.
 - Reward for best newsletter: Future rewards will be given to best IFLA communications package.
 - A satellite meeting is meant to support the main conference while currently some are too far away and attendees cannot travel to both the satellite meeting and the conference, so sometimes select the satellite rather than the conference. Future satellite meetings should be held in the area of the annual WLIC conference. PC has drawn up recommendations.
 - Off site meetings during WLIC may be an alternative to a satellite conference.
 - Budget: Sections are not using their project money. Unspent money is withdrawn by the end of the year. PC will discuss how to handle this challenge in a working group.
- Tone asked for SC's opinion.
- Suggestion: Project forms should be more detailed. A central pool might be a solution. SC suggested a discussion about this subject at the annual division meetings.
- Administrative money: Can be used for all IFLA related subjects e.g. speakers to conferences and posters. PC will also discuss under spent administrative money. The LSN section receives an annual administrative allocation of 400 EUR.
 - IFLA multilingual Website is another focus point. Goal is to attract people, associations and institutions from other countries.

-Manifesto for print disabled from LPD has been presented to PC. IFLA will present it to UNESCO in 2013.

In connection with the manifesto it was discussed how LSN could work more with strategic and policy issues which in turn would make the section more visible. Although a Chair's report is not required, it was suggested that an annual report from the LSN SC chair could be published on the website.

- 5.2 Leadership Forum Division III (Library services) meetings in Gothenburg.

Has already been discussed on SC meetings in Gothenburg.

- 5.3 Announcements

Tone presented the program of IFLA Presidential Meeting in April 2011 in Haag. Tone will participate. LSN has received a special invitation. Themes are: Access to Information as a Human Right – Copyright and Libraries – Open Access and Changing Role of Libraries.

6. Financial Report

No official report received.

2010: 66 Euro spent (administrative money)

2010: Project funding for Guidelines for the autistic was reimbursed by the end of the year.

2011: Administrative money will be spent through the year, for producing information brochure etc.

7. Publications and Information

It was decided to make a summary of item no. 7.1, 7.2, 7.3, 7.4, 7.5, and 7.6.

7.1 Information coordinator's report

7.2 Web editor's report

7.3 Information strategy

7.4 LSN website

7.5 New section brochure

7.6 Section Newsletter

Summary of 7.1 – 7.6:

The responsibility for the LSN information activities has been divided between

Margaret Forrest (Newsletter editor) and Veronica Stevenson-Moudamane (information coordinator and web editor).

The website has been updated with information about the satellite conference in Oslo 2010, and additional info about the SC.

The LSN section Newsletter was not published in December. Last printed edition of the Newsletter will be published in June 2011.

The information strategy will be updated and distributed to the SC members. Members were reminded to be more active on LSN Face book group. Tone will follow up on draft of new section brochure with Elke.

Responsible: Tone, Elke, Veronica and Margaret

8. Action list update (attached)

A revised action list will be made based on the minutes from Mid Year meeting in Washington

Responsible: Secretary.

9. Conference Planning

9.1 WLIC, Puerto Rico 13 – 18 August 2011. Theme is:
“Libraries Beyond Libraries: Integration, Innovation and Information for All”

LSN SC's 80th anniversary should be marked in Puerto Rico.

Responsible: All. Tone will contact Ellen Tise.

Tone, Helle, Veronica and Joanne will participate in Puerto Rico. We don't now yet how many others from the Section will attend.

9.2 Sessions of the LSN section

“Beyond Barriers to Accessing Health Information”. Wednesday 17.8. 9.30 – 12.45. Simultaneous interpretation.

Joint session with IFLA SC: Health and Biosciences Libraries Section.

Call for papers has been sent out.

Tone and Helle are responsible for rating the papers together with Heather Todd and Paivi Pekkarinen from Health and Biosciences. 31 papers have been received, down to 13 so far, so another review and cut is necessary. Abstracts are focusing on people with disabilities.

Secretary will attach the Call for papers to the minutes so the rest of the LSN SC knows aim and scope for the session.

Form: Key notes speaker and presentations. SC decided on only one key note speaker. The keynote speaker comes from WHO. Cooperation with Health and Biosciences Libraries section has been very successful. Hopefully all speakers will show up. Teresa has contributed by translating the Spanish abstract into English, to make it easier to review them along with the English abstracts. Tone and Helle will be responsible for following up this session at the conference.

- 9.3 “Including Children and Young Adults with Special Needs in the Library”. Monday 15.8. 16.00-18.00. No simultaneous translation.
- Joint session with IFLA SC: Libraries Serving Children and Young Adults. Ingrid Bon, chair of the Children’s Section will make a presentation. Might also migrate a speaker from the Health Section to this session. This person’s focus is on serving children with mental disabilities.
- It was suggested to narrow the title and make subtitles more specific. The session will have a wide aspect – not only dyslexia. Working Group: Veronica, Tone, Helle and Misako.
- Responsible: Veronica and Helle**

- 9.4 Poster Sessions
- 157 poster proposals have been received. Although there is only room for 150, All have been accepted as there are often presenters who do not actually come. Tone is one of two who is going to recommend the posters.
- None from LSN SC this year.

- 9.5 Helsinki, Finland, 11-16 August 2012. Theme is: “Libraries Now! – Inspiring, Surprising, Empowering”.
- “Libraries Now” fits in with the theme “Hospital libraries – patients’ libraries” which SC would like to focus on. SC has a contact in Finland already: Leena Laakso, Helsinki City Library, Finland. Email: leena.a.laakso@hel.fi. Lena is working in a hospital library and was guest at LSN section meetings in Gothenburg.

- 9.6 Satellite meeting 2012
- Tone suggested that the SC satellite meeting might be held on the ferry from Stockholm to Helsinki.
- The homeless (street people, drug people) and their right to information was brought up as a topic. Most libraries only allow

homeless to stay in the library. They don't have any programs nor do they have a librarian working with this group.

SC will work on the idea and find good speakers with experience and examples from successful practise.

10. Projects

10.1 Status of miscellaneous translations

Strategic plan: All guidelines more than 10 years old should be updated.

Overview of translations and guidelines – matrix (table) to LSN guidelines with links. The links would be to the actual publication from the matrix. The guidelines will be placed on the LSN website but in a new structure.

Responsible for new structure: Tone

Responsible for matrix: Nancy

List of translations: Tone will send a request to IFLA HQ and ask them for help to translations.

It was suggested that an expert on special needs could go through the translations from IFLA.

Personal contacts are also welcomed to help with translations.

Challenge is translations into Chinese and Arabic.

10.2 Update to Resource Book.

The update is now published on IFLA'S website.

10.3 Guidelines to People with Autism

Nancy handed out a draft. The guidelines are expected to be ready for Helsinki 2012. A presentation of the guidelines in 2012 was suggested. References to languages other than English were discussed. Nancy will e-mail SC members. The project money has been reimbursed by December 2010.

10.4 Guidelines for the Deaf and Deaf-Blind Approved EUR 1.300.

The deaf guidelines will be revised and new guidelines will be created for the deaf/blind, however they will be published together in one publication. Tone will contact Dunja about the status of the new guidelines.

10.5 Glossary of Terms as database

IFLA Although the Glossary is already published on the website, there was a Suggestion to start with a translation of the glossary into languages. Next step is an online database. Tone will check technical possibilities with IFLA ICT staff. The glossary will be a new project proposal in 2012.

10.6 Quotable Facts about Patients Libraries in Hospitals.
Creating Survey Instrument for Library Services to Hospital Patients.
Approved EUR 1.600

Elke is responsible for this project. Members of SC will be involved in the coming process.

11. Project proposals 2011-2012

11.1 Guidelines for library services to persons with Dyslexia. Update.
Joint project between LSN and LPD.

Responsible from LPD: Koen Krikhaar and Geert Ruebens.
Tone will contact LPD. Helle will be LSN representative.
It was mentioned that illustrations would be a good idea in all guidelines.

11.2 Glossary of Terms as database
See item no. 11.5

11.3 New Project ideas.
Tone will e-mail SC members about suggestions and ideas.

12. Membership Matters

12.1 Review of SC membership status
Tone will check the present status with IFLA.

12.2 Recruitment efforts for new Section & SC members
3 new nominations received. Several efforts have been made to recruit new SC members, without success this time.

12.3 Membership list, additional biographical information
Secretary will e-mail SC members and ask for updated information

12.4 Nominations: SC Members, Chair, Secretary and Division Chair

Nominations: Elke, Veronica (2. term), Melanie Archambaud, France.

Chair: Tone will continue to work for having candidates for the officer's positions by Costa Rica.

Challenges: To recruit and attract new members to sections with a more special subject. Is it possible to rethink the way the SC is working? Special interest groups were mentioned. They have no elections and nominations and a more informal structure but the same rights. Might be new way of recruiting and make the section more visible.

More distinctive profile needed. Several ideas were discussed.

- Skype meetings in addition to Mid Year meetings
- Contact all members of the section and ask them to nominate.

Tone is nominated as division chair for division 3.

12.5 SC-Membership list with private addresses
Nancy will take the initiative. This list is meant for internal use, and will not be published on the website.

13. Correspondence & communications

Ronda from National Library of China would like to make a presentation about special services for people with disabilities. Might be of interest for the joint session with Children's section. Helle will answer Ronda and ask for more information.

14. Strategic Plan 2011-2012

Revision of strategic plan will be done by e-mail because few SC members were present at the Mid Year Meeting.

LSN three priority activities for 2010-2011 are:

1. The Sections guidelines will all be updated, so that none are older than 10 years. All editions within the last 4 years will be translated into all the official IFLA languages. Two new guidelines will be published – “Guidelines for Library Services to Persons with Autism”, and “Library Services to the Deaf and Blind” (updated version of the “Guidelines for Library Services to the Deaf”)
2. The section will make a survey about Patients Libraries in 2011, aiming at publishing the results in 2012.

3. Library Services to people with Dyslexia will be a main topic for the Section in 2010-2011.

15. Reports from participants

E-mail should be sent to secretary

Elke, Germany: Is working on the survey instrument for hospital libraries; she will be at ALA in June.

16. Other Business

Mid Year meeting 2012. Tone will send out an e-mail to SC. If working days are chosen, we are able to hold Mid Year Meeting in Haag. Japan may be another option. Another possibility could be a one day meeting in connection with the WLIC- conference in case very few SC members are able to participate in the Mid Year meeting.