



Standing Committee Libraries Serving Disadvantaged Persons Section

MINUTES

Mid Year Meeting in New York

2006 February 20. and 21.

9:00-17:00

Location:

The Roosevelt Hospital

1000 Tenth Avenue, New York, NY, USA

Members present:

Joanne Locke, Chair and Treasurer (Canada), Dunja Maria Gabriel (Croatia), Youngsook Lee (Korea), Helle Mortensen (Denmark), Tone Moseid, Secretary (Norway), Vibeke Lehmann, Corresponding Member (USA), Misako Nomura, Corresponding Member (Japan), Nancy Panella, Corresponding Member (USA).

1. Welcome and Introductions (Joanne Locke)

Joanne Locke welcomed all the members of the standing committee. Allan Kleiman was introduced as a guest, joining the group later on in the meeting.

2. Apologies

Apologies were received from Margaret Forrest, Information Officer (UK), Ramatoulaye Fofana (France), Claudie Guerin (France), Yu Kikuchi (Japan), Edwin Qobose (Botswana), Gyda Skat Nielsen (corresponding member, Denmark), Teresa Pagès Gilibets (corresponding member, Spain), José Diaz Roque (corresponding member, Cuba), Kajo Carlsen, Advisor (Norway).

3. Approval of the Agenda

The Agenda was approved as presented.

4. Minutes of the 2005 SC Meetings in Oslo

4.1 Approval of Minutes

The Minutes were approved as presented.

Tone will send our thanks to Gyda and Birgitta for their very thorough and detailed minutes.

4.2 Business Arising from the Minutes

Any business arising from the Minutes of the SC meetings in Oslo appear as individual items on the agenda.

5. Chair's Report (Joanne Locke)

5.1 Div. III CB meetings in Oslo

Under new projects, the Library Services to Persons with Dementia Guidelines was approved by the GB, but there was some uncertainty about the exact amount of funding. Tone will contact Torny Kjekstad to clarify this.

Action: Tone

The Libraries for Children and Young Adults Section project proposal to create Guidelines for Library Services to Babies, Toddlers, Their Families and Related Institutions (draft title) – the SC will appoint a contact person to the LSYA. Tone will contact Torny Kjekstad about plans for further developments in this matter.

Action: Tone

5.2 IFLA Review of Sections update

Joanne Locke presented the Section review report which was submitted to IFLA Headquarters by November 15, 2005 as requested. It was accepted as presented. Tone will request feedback on the review report at the CB meeting in Copenhagen in March 2006, and report back to the LSDP.

Action: Tone

5.3 World Summit, Tunis, November 2005 (Misako Nomura)

Misako Nomura participated in the *Global forum on disability in the Information Society* that its secretariat held on November 15 and 17, and also participated in the UNESCO workshop on ICT and persons with disabilities on behalf of the LSDP on November 16 during the WSIS in Tunis. At the workshop she introduced the LSDP activities and DAISY as case of ICT-use from the perspective of disability. The presentation is published on the UNESCO website, and also on the DINF website: www.dinf.ne.jp (Disability INformation resources).

http://www.dinf.ne.jp/doc/english/prompt/051116_nomura_wsis.html

Tone will make sure there is a link to this presentation from the LSDP website.

Action: Tone

6. Financial Report (Joanne Locke)

The financial report was presented by Joanne Locke and was accepted as presented. The report is attached to the minutes.

The Russian translation of the prison guidelines has been published on our website and will be paid by LSDP project money. There will also be a German translation, financed with project money. Corinne has volunteered to have a French translation done. Vibeke Lehmann will negotiate for a Spanish translation. It was agreed to pursue translations by volunteers, if

at all possible, since there are limited funds to pay for translations. Over the years, many SC members have done translations (or arranged for such) as their contribution to the work of the section.

Action: Vibeke

7. Publications and Information (Report from Margaret Forrest)

Margaret Forrest had sent information on this issue by email, and this was presented by Tone on behalf of Margaret. The SC thanks Margaret for the information.

The Standing Committee extends their congratulations to Margaret as her presentation at the Section's Oslo session (Towards an accessible academic library) was selected for publication in the *IFLA Journal* Vol. 32, no. 1, 2006 - the March issue.

There was a discussion on a policy for what languages can be accepted for articles in the Newsletter. There was general agreement on a policy of preferring English as the primary publication language with the other four official languages of IFLA as a second option.

The SC will explore the possibility of getting free translations of articles by contacting members of the LSDP to do translations when called upon. We can communicate the fact that the LSDP Newsletter was selected as the second best Newsletter of IFLA in 2005, in order to get a positive response.

8. Conference Planning

8.1 Seoul 2006

8.1 Seoul Conference Session

1. Dyslexia theme; speakers; format etc.

The LSDP is booked for a 2 hour session, starting at 8.45, possibly followed by the Section for the Blind, with their theme *Accessible websites*. Our session should preferably be on Thursday, as YoungSook Lee is occupied otherwise on Wednesday.

Joanne went through the outline of the program as agreed upon in Oslo. Gyda Skat Nielsen had sent a proposal with two different models – these were discussed by the SC. Model 2 was unanimously adopted as the appropriate model.

"What is dyslexia" is a major component of the program, along with presenting aids and tools, and library services for the dyslexic. It will be important to have focus on the Asian experience.

Proposed Program outline:

The program is two hours divided into three segments. Each segment is therefore allotted 40 minutes to include both presentations and questions.

1. What is dyslexia?
Speaker to be determined. Either Viall or Pisha. Joanne is to determine which is the correct name.
2. Library Services to Persons with Dyslexia, the European and North American Experience.
Speakers are Gyda and Helle
3. Aids and Tools for Persons with Dyslexia, the Asian Experience.
Speakers are Misako and someone to be determined.
Youngsook Lee had unsuccessfully tried to secure a speaker from either Korea or China to do a presentation on dyslexia in Asia. She is attending a conference in March and will try once again to identify a speaker.

Action:

Joanne to identify Part I speaker.

Helle to speak with Gyda about Part II.

Youngsook to identify Asian speaker.

Joanne to submit Form O to IFLA HQ before March 1, 2006

2. **Poster session, hospital patient libraries**
Yu Kikuchi has proposed a poster session on hospital patient libraries. Joanne will contact Claudie Guerin who may be interested in presenting the poster along with Yu. The proposal was submitted by the 15. February deadline.
Action: Joanne

3. **Poster session, history of 75th anniversary**
The proposal will be submitted immediately following the Mid Year Meeting – which is acceptable to IFLA. Joanne will submit the proposal.

Nancy is working on updating the history of the LSDP for an article to be published in the *IFLA Journal*. In addition, this information can be used to update the Resource Book and to prepare the proposed Poster Session. Tone has contacted Phyllis Noaks, Joy Lewis and Gunilla Malmström-Neals with a request for anecdotes and stories from the activities of the LSDP during the periods they were active.

Nancy has also offered to create a brochure on the history of the Section to be handed out to attendees at the Seoul conference.

Tone may assist with the desk top publishing. We should investigate sponsor funding for the printing.

Dunja informed the group that the Library Association of Croatia has proposed for a poster session on dyslexia among young offenders. Coordination of these poster sessions would be convenient (location, timing, etc.)

Actions:

Joanne will submit the history poster session proposal to IFLA HQ. Nancy and Tone will discuss collaboration and possibility of a brochure.

8.1.1 Division session: Dynamic Libraries Creating the Future

There was a discussion on the development towards the new model of division and section program sessions from the Durban conference onward.

The SC is concerned by the issue of how to get quality speakers to come, expecting them to pay registration costs and all travel expenses themselves. This is a challenge when topics like dyslexia demand expertise from outside the library sector itself.

8.2 Durban, South Africa, 2007

- **Communication from Mr. E. Qobose and a possible focus on prison libraries**

Mr. Qobose has made inquiries among African colleagues about potential interest in prison libraries as a topic for the Durban conference. Responses have been positive, but there may also be other topics that could draw attention among the African audiences. It is necessary to do further research on this matter.

Vibeke will contact Virginia Nike in Nigeria, and Joanne will contact Mr. Qobose about other topics of interest and Mr. Manelisa Wolela about both prison libraries.

All sections are required to issue a "call for papers" for the Durban conference. Vibeke will be responsible for this process and will coordinate the evaluation of the proposals received. This process will begin immediately following the Seoul conference.

8.3 Quebec City, Canada, 2008

Proposal for joint IFLA/LSDP, ALA. CLA satellite program on library services to the elderly.

Allan Kleiman joined the group at 12.30. The ALA has published guidelines for library services to older adults – the document was handed out. The ALA held a conference last June on the topic and in December 2005 proposed several resolutions about library services to the elderly at the December 2005 White House Conference on Aging. ALA is working on a final report from this conference. ALA already has two large national conferences planned on the topic, one in 2006, the other in 2007. In 2008, ALA proposes a satellite meeting in connection with the WLIC in Canada instead of a national ALA conference, and ALA/CLA are interested in cooperation with the LSDP on arrangements for the satellite meeting. There has been only one previous international conference on this topic.

Kleiman suggests breaking down the meeting into presentations from different parts of the world rather than by specific topics. He also suggests publishing the proceedings following the conference. There is a possibility of getting one or more commercial sponsors to underwrite some of the meeting costs.

The practical aspects of arranging a satellite meeting was discussed. The SC agree to pursue the satellite meeting and to contact the IFLA Public Libraries Section for its possible involvement. With all these partners, broad coverage of library services to the elderly would be possible.

Suggestions for persons who could join a planning group:

- Desiree Baron, CLA
- Allan Kleiman, ALA
- possibly Vibeke from the LSDP (preferably located in USA/Canada)
- someone from the IFLA Public Libraries Section.

Helle made the SC aware of a publication available on the IFLANET, with tips for organizing and hosting an IFLA satellite meeting.

<http://www.ifla.org/VII/s32/pub/TipsForOrganizingSatelliteMeetings.pdf>

Allan Kleiman will contact Desiree Baron, Joanne will come up with someone from the LSDP, and will contact the Public Libraries Section on the issue of cooperation.

The time to start the work on planning is right after the WLIC in Seoul.

9. Projects

9.1 Status of miscellaneous translations

9.1.1 Prison guidelines – Russian

The LSDP will pay 300 EUR for the translation.

9.1.2 Prison guidelines – French

The work is being done. The SC expressed its gratitude to the volunteers who are doing the translation.

9.1.3 Hospital guidelines – German

The document is finished, and will be published as soon as the text for illustrations are done.

9.2 Dementia Guidelines (Helle Mortensen)

Helle updated the SC on the project and the timeline for completing the document. The guidelines should be ready before the WLIC in Seoul and might be an interesting topic for a poster session at the Durban conference.

9.3 Update to Resource Book (Joanne Locke)

Joanne and Nancy are updating the Resource Book. The project is progressing as planned.

9.4 Children's section proposal approved by CB (Tone Moseid)

This was handled under 5.1

10. Membership Matters

10.1 Review of SC membership status

The SC has five corresponding member and 15 committee members, along with KaJo Carlsen as an adviser.

10.2 Recruitment efforts for new Section & SC members

- **Silva Novljan, Slovenia nomination (Dunja Gabriel)**

Dunja proposed Ms. Novljan, who is working as a public library consultant in Ljubljana. She has conducted research on library services for persons with special needs and has both education and work experience within special library services.

She will be nominated by the Slovenian Library Association.

Dunja will be responsible for advising the Slovenian library association on when nomination for 2007 SC membership is due.

Tone tried to get in contact with the Irish person who was interested in working with the LSDP but did not receive any answer. Tone will follow up on Margaret about this person.

The members of the SC will all be responsible for searching for possible new members of both the Section and the Standing Committee.

10.3 Visa requirements for SC members

Some of the SC members will need visas for attending meetings – whenever we are sending out conference material and other invitations, we need to alert members to investigate visa requirements of the host country. The section officers can then facilitate the required IFLA letters and other documents.

It may also be necessary for some members of the SC to attain an invitation for attending meetings, to present to sponsors.

Young Sook will check on South Korea visa requirements and will have this information included in the next LSDP Newsletter.

11. Correspondence & communications

None received.

12. Strategic Plan 2006-2007

The existing Strategic Plan 2006 – 2007 was thoroughly reviewed. Some minor changes were made. The revised version will be sent to IFLA.

13. Ideas for 2007-2008 projects

Gyda Skat-Nielsen has been invited by Bror Tronbacke to update the Easy-to-Read Guidelines. This would be a cooperative project between the LSDP and the new Easy-to-Read Network.

While the SC unanimously supports the updating of the guidelines, additional information is needed:

1. Does Bror anticipate receiving funding for this project or will an application for funding from IFLA be necessary?
2. The SC would like to have the revised publication published through IFLA and remain an IFLA publication. Is this the expectation of the Network?

Action: Joanne will follow up on this.

Project ideas must be ready in summary format in due time before the WLIC Seoul, so that they can be presented to the CB in advance. Any project ideas must therefore be presented to the SC in advance, so that they may be handled by the SC within time.

Tone will check with Torny how far in advance of the CB meetings should

the proposals be submitted. The SC will need to have draft proposals at least one month in advance of the deadline date for the CB.

14. Other Business

14.1 IFLA 2001 Statutes Implementation Review

Vibeke had prepared a presentation on some aspects of GB Document 05-123RR (*Review of the implementation of the 2001 IFLA Statutes*) by Bob McKee.

The SC had a thorough discussion about the issues raised in the document, and made some recommendations:

- The SC supports the approach of extending the terms of GB members to three years instead of two with an election each year for one-third of the members. While acknowledging that this may lead to more work for the Executive Committee and IFLA HQ – we still find that this is manageable. [NOTE: John Lake's subsequent proposal for staggered 4-year terms for GB members can also be supported].
- The SC does not support the approach of reducing the number of members in the GB, as this would not secure a balanced representation between the section-elected and the directly-elected members. This "reduced" model also represents an artificial way of securing representation from developing countries. There should be other and more effective ways of encouraging participation from developing countries. The "reduced" model also raises questions like e.g., What is the definition of a "developing" country – and who decides? Finding ways to increase membership from developing countries would logically lead to more participation on IFLA governance by these countries.
- The SC does not support the approach of increasing the number of members of the GB. To achieve more efficiency, the GB should delegate more responsibility to the EC, as appropriate. It is also acceptable to reduce the number of annual GB meetings, as long as the efficiency of the GB is not reduced.
- The proposal of having just one member from the PC on the GB is not acceptable, as this does not adequately reflect the broad scope and importance of IFLA's professional units.
- There are other ways of establishing cooperation with outside organizations, –without having these organizations be part of the IFLA governance. The SC does not support the suggestion of having just two types of professional units, as this would create confusion about the primary functional areas, library types, and patron groups served. An organization's structure should always

reflect the organization's primary mission and purposes.

Under item 16: What does the following actually mean? :
*It might also be desirable to enable the recognition of Sections with different parameters to the current requirements in order to allow separate specialist international associations **to be recognised** within IFLA's structure and activities.*

- It is not clear what this implicates for the organizational structure of IFLA.

- How can the GB remove the detailed provisions for professional units from the Statutes and instead use the Rules of Procedure to add or remove sections? The SC does not support this suggestion!

- 17: The SC recommends that the CB be limited to the task of coordinating sections and other professional units, rather than also producing conference programs.

- 18: Is there a possibility for IFLA to allow membership to regional library organizations? What are the rules today? This is an issue that is not raised in the McKee report – and it will be brought up by the SC as an issue separate from the review of the 2001 Statutes.

- 19: The SC supports the proposal of appointing a Parliamentarian to review the Rules of Procedure.

Joanne will send our comments on the above issues to Bob McKee by 28. Feb.

14.2 Vera Eltsova-Strelkova address

The address bounced when Joanne tried to send her certificate. Joanne will email Ludmila Kozlova to try to get Vera's correct address.

14.3 IFLA CB Meeting March 10-11, 2006

Tone will represent the SC at the CB meeting in Copenhagen 10.-11. March and will report back to the SC. Tone will report to the CB and will request feedback on the following:

- review of sections
- section updates
- SC Strategic Plan (Easy-to-read guidelines, after clarification from Bror Tronbacke)
- SC Seoul program
- SC Durban plans (investigating prison libraries as a theme)
- any other business:

suggestion of restructuring the IFLANET website, especially in regard to its accessibility for persons with disabilities. This was an issue raised during the SC's mid-year meeting, and there was general agreement that

this ought to be a priority task for IFLA right now. IFLA needs to develop a website accessible for all, based on internationally accepted web development and usability standards.

Chair
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ATTACHMENT – FINANCIAL REPORT

IFLA – Libraries Serving Disadvantaged Persons Financial Report February 2006

Description	Project Number	Funding Received for 2005 - 2006	Funding Disbursed in 2005 - 2006	Balance	To be disbursed
Administrative Funds for 2005	S3.2	EUR 325	EUR 70 ¹	EUR 267.91	
Revision, Prison Guidelines	S3.2-1.02 CB			EUR 488.07	EUR 300 for Russian Prisons guidelines
All Translations	S3.2-2.02 PC			EUR 25.68	
Accessibility Checklist	S3.2-1.04 CB			EUR 0	
Resource Book Update		EUR 1200	EUR 266.87	EUR 933.13	
Total				EUR 1714.79	

¹Seven Disability Checklists given as gifts during the Oslo Conference, August 2005 @ EUR10 each = EUR 70