

# **BRaille AND TALKING BOOK LIBRARY USER ADVISORY COUNCIL**

## **Minutes**

### **DRAFT 1.4**

**January 26, 2016**

#### **Attendees:**

**Members present:** Alan Smith, Kathleen Berman, Mary Willows, Roslyn McCoy, Margie Donovan, Karen Parsegian, Shannon Ramsay, and Will Lyon

**Members absent:** Rio Popper, Hy Cohen.

**Staff present:** Mike Marlin (BTBL Director), Mary Jane Kayes (Librarian), Donna Scales (Readers Advisory Supervisor). Note taker: Mary Willows.

#### **INTRODUCTIONS AND WELCOME:**

The seventh meeting (first of 2016) of the Braille and Talking Book Library User Advisory Council was called to order at 10:10 AM by President Alan Smith. All members and staff introduced themselves. A warm welcome was extended to new members Shannon Ramsay and Will Lyon who introduced themselves and gave their background and reasons for joining BUAC.

#### **Approval of Agenda:**

Moved by Margie Donovan, seconded by Roslyn McCoy. Motion passed unanimously.

#### **Approval of Minutes of December 5, 2015:**

Mary Jane asked that the comment attributed to her about NLS helping us distribute applications should be struck from the Outreach Report. It was not an accurate portrayal of her comment. Moved to adopt by Mary Willows and seconded by Roslyn McCoy. Motion passed.

#### **BTBL Library Director's Report:**

Director Mike Marlin began by thanking the members of the Council for their commitment. He appreciates our willingness to participate in this very important advisory body. Since there were new people present he gave some background on how the Council came to be. It is still evolving. It is only one and a half years old. The California State Library Foundation Board of Directors is very pleased that this committee was formed. They manage the BTBL endowment and they are in agreement as to its importance.

Mike explained the process for submitting expense receipts (i.e. travel and lodging) for the council. Make sure your name is on any receipts and give them to Donna Scales for safe keeping.

Duplication on demand project- The library has approximately 8,000 peach cartridges provided by NLS. There are presently 7000 + requests for retrospective, download only titles pending and upon further investigation approximately 4,000 of those are high demand reserves. The question/dilemma is how many can BTBL staff reasonably

duplicate and label per day given the current workload and staffing levels. Mike hopes that they can process forty cartridges per day but that may be overly ambitious.

Roslyn asked if books requested through inter library loans are available via download. Mike explained that although most of the retrospective collection is available to download, there are still a lot of people who do not download. 40% of the patrons do not have access to the internet. The items are available on BARD but a lot are requested on cassette or processed as interlibrary loans wherein NLS' Multistate Center West in Utah can duplicate a title and send it directly to patrons.

Margie asked if we can survey patrons to see if it is a matter of training. Mike would like to revisit the topic of training.

Kathey asked if the changes in the Department of Rehabilitation services to seniors will negatively impact library services for downloading books. DOR will no longer serve seniors so they will not be getting the training on computers. There won't be anywhere to go to learn how to download.

Recording studio: BTBL had three new Windows 7 PC's installed to replace older XP machines, two review stations and one of two studios with second studio PC installation to follow. When everything is working and staff is trained they will be looking for narrators.

BTBL wants to digitize the Californiana collection books they have on cassette and reel-to-reel masters as soon as possible. 100 to 150 titles are eligible for digitizing.

BARD is now available for the new Kindle Fire (retailing for only \$49!). BTBL was able to purchase an iPad Mini and Nexus 7 (Android tablet) so that they can trouble shoot with patrons without using personal equipment.

Marrakech Treaty is moving along in the process (with 14 ratifications at this date). Twenty ratifications are required for the treaty to go into effect. It is important that our Senate signs the treaty. It is a cross border agreement for books in alternative, protected formats for persons with print disabilities. Mike will keep us informed as to the progress. For example, there are many students who have to take a language class who cannot get foreign language Braille books.

There will be a conference on customizing the reading experience for people with print disabilities, which will be held in Louisville, Kentucky. The call for papers has been sent out.

Mike will be travelling to Oslo to attend the mid-year meeting of Libraries serving persons with print disabilities (LPD) section of IFLA (International Federation of Library Associations).

## **OLD BUSINESS**

## **Committee Reports**

### **Legislative Tour – Chair Alan Smith**

The Legislative Information Day was more successful this year than it was last year. Sacramento Mayor Kevin Johnson sent a staff member to check out the library and the services to blind Californians. Also, Senator Allen from Santa Monica wants to have his entire staff go to the library at the Braille Institute to see what is available there. There was staff from the Department of Education, also staffers in Assembly member's offices.

Margie Donovan moved that we schedule another information day next year to be held at the capitol for half a day. Shannon Ramsay seconded motion. Motion passed.

Margie volunteered to organize a task force committee to plan a Legislative Information Day. Mike said that there is a possibility that the library could have a display on the wall outside the Governor's office in the capitol. Volunteers for the task force committee are Alan Smith, Karen Parsegian, and Mary Willows. Margie Donovan volunteered to send out hand written thank you notes to those who came to the open house. Mary Jane will provide the names of visitors.

### **Selection Committee – Chair Kathleen Berman**

Kathleen Berman would like to have the personal references kept as part of the application for the BUAC. She also recommended that we keep recruitment open all year. Announcement should go out in the BTBL newsletter every time not just once a year. Applicants should receive a phone call when the application is received so that an interview can be conducted. Shannon Ramsay volunteered to help with the Selection Committee.

Mike asked BUAC members to submit a paragraph for the website. It should be biographical and also say why you feel serving on the advisory council is important.

### **Outreach Committee - Chair: Karen Parsegian**

Mike Marlin and Mary Jane spent December 7 at the Earl Baum Center in Santa Rosa talking about the library services and equipment. There were about one hundred people present. Questions were about equipment. There is a basic digital player and an advanced digital player. Roslyn McCoy volunteered to serve on this committee because she is already doing outreach for the library. Recently, she passed out brochures, posters and demonstrated equipment in Chico and Mount Shasta. Karen would like to develop a list of talking points so that all of the important information is covered when doing outreach.

Mary Jane stated that any outreach event should start out with the explanation of eligibility for services. If a person cannot read print or hold a printed book, they are

eligible to receive books and magazines in recorded formats and the specialized players for listening.

Kathleen Berman asked if there is a possibility that we could have business cards for the library to pass out to the general public. She would like to have something to give interested people who inquire about how non print readers get information.

#### **Recognition Committee:** Chair Roslyn McCoy

The goal is still to find centenarians who have been using the library service and recognize them with a press conference. Also, we want to recognize postal carriers who have gone out of their way to make sure that library users get their books no matter what it takes. It was agreed to defer further consideration until future meetings.

#### **On-line Catalog**

There has been no new feedback from patrons since the launch of the new on-line catalog. .

The committee recommends that feedback be sent to the vendor of the on line catalog. A patron should be able to go from page to page rather than scroll through everything to find the section that you want.

#### **Operations:**

Alan brought a cartridge that fails to play. He has received three or four in the last year. Mary Jane tested the cartridge and agreed it was not working.

Currently there is alpha testing for BARD media manager, a program that will automatically unzip a book when transferred to a storage device such as flash drive or blank cartridge. Many patrons think there is a problem with the download but they just don't know to unzip the file.

#### **NEW BUSINESS**

##### **California Library Association Conference 2016:**

RFP's are not out yet. BUAC will submit a proposal for a workshop about the BTBL services. We will demonstrate equipment and talk about what is available to non print readers. We need to come up with a title for the workshop. Save the date, November 3—5 in Sacramento.

##### **Proposed Library Name Change:**

Discussion included suggestions for a name change that reflects a more modern and inclusive title. Various names were suggested such as Library for Audio and Braille Books, or Audio and Braille Book Library.

The majority thought modernization makes sense. The rest do not want to change. Margie moved that the Advisory Council recommends that the California State Library considers that CSL modernize the name of the Braille and Talking Book Library. Motion passed unanimously.

**Select 2016 Meeting Dates**

The next meeting will be on Saturday April 30 at 10:00 A.M. Saturdays July 30 and December 3 are tentative dates.

**Announcements**

Mike reminded members to submit their travel expense receipts.

**Agenda Topics for Next Meeting**

None

**Adjournment**

The meeting adjourned at 3:00 p.m.