

Share The Vision Board meeting

Thursday, June 28th 2018, Judd Street London

Present: James Bartlett (RNIB), Alex Britton (Clearvision), Mark Freeman (Chair), Mark McCree (Secretary), Claire Robe (ACE, London) Emma Scott (Calibre), Fiona Williams (York, Society of Chief Librarians),

Apologies: Jackie Chelin (SCONUL), Jemma Francis (MALD/Wales), Julie Gibson (Independent), Anna Miller (ASCEL), Norma Millar (Northern Ireland), Zina Sabovic (British Library), Mark Taylor (CILIP)

Agenda Items	Notes	Action
1. Welcome, introductions & apologies for absence	MF welcomed all to the Board meeting and gave apologies for those unable to attend (see above)	MF to contact Anna Miller to check in on ASCEL/future attendance
2. Notification of any other business	None	
3. Minutes of last meeting	<p>Minutes of the last meeting on 29th March 2018 were agreed</p> <p>As Board were not quorate last time around, MF ran through/updated attendees on the actions:</p> <ol style="list-style-type: none">1. Not found a Scottish/SLIC representative as yet2. British Library representation now confirmed3. JC SCONUL article? – to be confirmed4. Northern Ireland Reading Friends report5. IFLA conference attendance confirmed via email previously. MF has now submitted the paper6. JB confirmed onto the Board – now need to complete forms for FW and JB7. Checked and confirmed that JG is OK being on the Board and providing some additional (paid for) administrative support8. Online account is now up and running	<p>MF, ongoing</p> <p>MM to add ZS to STV records</p> <p>JC to confirm</p> <p>MF to send on MF, August</p> <p>MM to look into what paperwork needs to be completed</p>
4. Public Libraries	<p>1. Libraries Connected</p> <ul style="list-style-type: none">• Libraries Connected is now up and running – MF is the President• Have already recruited key staff (based in Islington) and Trustees, but there are some vacancies already!• Have a Board of Trustees (Chaired by MF) and an Advisory Group (Chaired by Neil MacInnes).	

2. Universal Offers

- External review of the Universal Offers is emerging
- Speaking to ACE about how LC and ACE can work closely together to support the public libraries sector
- Looking at possible funding models for delivering activity and share benefits.

3. Six Steps

- Training module – will need to be revisited if the six steps are updated; still on the Learning Pool – MF to review to make sure all is up to date
- Attendees reviewed John Vincent’s guidelines.
 - Missing any mention of STV and Six Steps
 - Perhaps need to have explanation of what being VI means/feels like; and covering general ('mis')perception/awareness of VI people; could perhaps use/include recently produced RNIB videos around different sight conditions?
 - How will it be delivered? Put out through The Network; via Libraries Connected; via our website; Upper Norwood Library 'Community Managed Libraries Network' (developed by Locality) – DCMS; Libraries Taskforce blog/newsletter...
 - Add in some STV branding; and could widen focus out to cover all frontline delivery (i.e. statutory, non-statutory, community-managed etc.) rather than solely focussed on supporting volunteers, as originally intended
 - Perhaps need to push these (and maybe general VI awareness dimension) via regional workshops and invite community-managed libraries along.

MF to speak to John Vincent to finalise/develop the guidelines and then agree a distribution model / ALL email further ideas for updating

MF to discuss with John Vincent

4. Six Steps sign-up

Hasn't changed very much – need to check up the champions and any missing authorities. MF to do a sweep of the nation!

5. RNIB

- Update of LMS (Vsmart Air) being rolled out next week, it has been a smoother transition than expected; and improved accessibility
- Exploring cloud storage of audio content
- Bakewell Road offices are now sold; Library staying as is on the site
- Moving away from Overdrive as their e-audio delivery platform
- Social media output staying with the Libraries team for now, rather than moving to the corporate centre
- Logo and poster for MANIL went really well
- RNIB Library had lots of requests for content/books off the back of MANIL
- Book selection being opened up to further/direct customer involvement
- Have revised application form – now only 4 pages! Looking to smooth out the online joining process; would be looking to have libraries test this when it's ready

JB / ALL ongoing

6. Library on a Shelf	<ul style="list-style-type: none"> • NB. Cross-organisation collections that went out to 16 libraries; • 12 month pilot will come to a close in August; it was agreed that JG will follow up with pilot libraries and do an evaluation before STV consider future for this project. • Given problems with damaged units; it was suggested that if we continue/expand, we would look at direct distribution. • Any future roll out would need to be sustainable for all partner organisations • Was c.£250 a unit 	RNIB/MF TBC JG 1/9/18
7. ACE	<ul style="list-style-type: none"> • Taskforce – Sophie Lancaster (from ACE) is scoping out what happens next (funding runs out in 2020). Possibility that the action plan and portfolio coverage could be split out between ACE and the Taskforce/DCMS. Lots of changes to the landscape in recent past, which will impact on the ‘what next’ - Kim Bromley-Derry currently chairing (Chief Executive, Newham) the Taskforce • New Libraries director, Sue Williamson (ex-St. Helens) • Started new NPO period – 6 new library services + Libraries Connected as an SSO • Developing new business plan for ACE which will emerge next year • Funding for Libraries workshops were well-received/attended and now have Project Grants as the core ACE funding for Libraries • Culture and Development Fund has come out (ACE will have a specialist team to administer this) – getting cultural orgs to work more closely with local communities. Sec. of State is going to make decisions around this, 5 or 6 projects likely to be taken forward • LOFE Projects were DCMS-funded (ACE administered) and Traverse have been facilitating workshops to evaluate the programme • Single Digital Presence – ACE and Carnegie are funding research into this; BL leading on this (Liz White – Lead Officer on this). Idea of the SDP is that will pull together all libraries (and their catalogues). Need to stress the accessibility dimension of this. 	
8. British Library	NA	
9. CILIP	<ul style="list-style-type: none"> • CILIP working on the Skills Strategy – session in Leeds today! Leadership course has been very well received; and there is a will to revisit this. Also looking at apprenticeships • Libraries Week theme is Wellbeing – can register on the website now (October 8-13th) 	
10. Academic Libraries	NA	

11. Projects

1. Reading Friends

- ES attended meeting in May
- There are a lot of people/groups represented on the advisory group, so looking to have an opportunity at forthcoming meeting (January 2019) for all attendees to highlight their organisation's work and focus
- Pilot groups are underway, ramping up to launches
- AgeUK gone into administration which has affected Newcastle project.
- TRA are looking at an uplift bid to BLF to develop Reading Friends re. LGBTQ, inter-generational, Prisons – lot of good work already going on in these areas
- Early promotional materials were not well-received and new design partner have produced some improved content
- Soft launch of website 16/7/18; 3/9/18 full launch
- October launch of programme being planned around an interactive filmed experience; thinking of who should attend at launch event
- CR also Relationship Manager for TRA and attended recent Board meeting; reported back on TRA's plans re. loneliness agenda (£20M Loneliness fund has been set aside for community organisations and charities)
- Re. How partners organisations can promote Reading Friends – newsletters, social media – ES to share around content and to share meeting notes

ALL to consider / promote

2. MANIL 2018

- Had a successful year, but have got some mixed feedback and some support for the change agenda we raised this year as part of the theme
- Social media traffic was very impressive (JB previously shared data) – got international profile
- Agreed that we would review the workshop notes from March before planning next steps
- People feel that the campaigning aspect of MANIL has been overtaken. MANIL now more about championing accessible reading'. In line with this it was agreed that we would put out to various networks the idea of a name change (with some additional context)

MF to re-share

MF to take forward

12. Right to Read Alliance

- No recent meeting

13. Communications

1. Websites

- Reading Sight website is in need of attention; have updated as far as we can. MF has spoken to Electric Putty and they have suggested £10-15k to develop and deliver a new version.
- We need to draw up a specification of our needs (easy to update, mobile friendly, sustainable platform, accessible CMS), which would enable us to take out to tender to (hopefully) deliver better value for money.

	<ul style="list-style-type: none"> Libraries Connected have recently updated their site and might be able to provide indicative costing/specification that we could adapt for our purposes Also need to consider the STV website (delivered via ICTeachers), which is also in need of updating. Might be an opportunity to dovetail the two sites? - but it was agreed that they have different purposes and should be kept separate for time being. However, we will explore developing both sites at the same time, as it should be more cost effective and efficient that way. 	<p>MF to discuss with Libraries Connected</p> <p>MF to build this into discussion/specification</p>
	<p>2. Social Media</p> <ul style="list-style-type: none"> It was highlighted that STV Twitter and Facebook profiles have not been updated for ages JB kindly offered for RNIB to take over the reins of these accounts on behalf of RNIB to share relevant information 	<p>MF to share key details to JB and JB to take forward with RNIB colleagues</p>
14. Consultations	<ul style="list-style-type: none"> No current/recent consultations MF raised concerns around our presence/coverage of LACA (copyright issues) and ES offered to pick this up on behalf of STV, which was very much appreciated by Board members 	<p>ES ongoing</p>
15. Finance	<ul style="list-style-type: none"> MF talked through the previously shared Finance report and no questions were raised Balance now >£65k and we really need to look to reduce this and spend on aspects that will benefit the sector/VI community, rather than holding in reserve Online banking in place now, but need to add MM as a signatory so that someone other than MF has access to this account. 	<p>ALL to be aware/consider</p> <p>MF to update banking details</p>
15. Board administration	<ul style="list-style-type: none"> CILIP is our new business address and this is working well, with MF regularly popping in to collect post MF still planning to step down as Chair in December, due to Chairship of Libraries Connected. MM potentially taking this on; but will need additional support re. Secretary role etc. MF to prepare financial statements for our accountant to do the report for the AGM in December 	<p>ALL to consider</p> <p>MF</p>
16. Any other business	<p>None</p>	
17. Next Meetings	<p>Thursday 27th September; Thursday 6th December 2018</p> <p>JB highlighted that we need to get the 2019 bookings in the diary ASAP to allow us reserve room at RNIB</p>	<p>ALL</p> <p>MF/MM to discuss</p>