



Share The Vision Board meeting

Thursday, December 10th 2020, via video conference

Present: James Bartlett (RNIB), Jackie Chelin (SCONUL), Emily Cross (CILIP), Carys Dawson (Culture and Sport/Wales Observer), Christopher Edwards (Vale of Glamorgan, SCLW), Mark Freeman (Stockton Libraries/Libraries Connected), Naomi Kenny (SLIC, Falkirk), Mark McCree (Chair/Blackpool Libraries), Jennifer Stewart (SLIC, Fife), John Vincent (The Network)

Apologies: Alex Britton (Clearvision), Nick Fuller (ASCEL), Helen Poston (Libraries NI/Northern Ireland Observer), Claire Robe (ACE Observer), Zina Sabovic (British Library), Emma Scott (Secretary/Calibre), Fiona Taylor (Clearvision)

Agenda Items	Notes	Action
1. Welcome, introductions & apologies for absence	MM welcomed everyone to the meeting; especially Christopher Edwards, as a 'first time' attendee. Apologies noted above.	
	No items for Any Other Business were raised.	
2. Minutes of last meeting / Matters arising not covered elsewhere on the agenda	<ul style="list-style-type: none">British Library storytelling packs production – ZS still to share supplier details	ZS
	<ul style="list-style-type: none">CD has kindly spoken to colleagues in Wales about representation on the STV Board and Christopher Edwards (Society of Chief Librarians in Wales, Vale of Glamorgan) joined the meeting. Longer term representation will be discussed and agreed at the SCLW Board/AGM in due course.	CE
	<ul style="list-style-type: none">Regional support structure – CR still to share contact details re. regional support structure with MM	CR
	Minutes of the last meeting on Thursday 17 th September 2020 were reviewed and agreed. MM needs to send previous meeting notes to Ech to load onto Reading Sight.	MM
3. Partner Updates	Prior to the meeting various partners had shared their updates with Board attendees, which enabled more concise (virtual) discussion, focused on questions/matters arising – MM thanked those who had circulated their updates and appreciated that capacity was a challenge for all at present (as always!)	
	ASCEL: Apologies received from NF, will catch up with everyone in the New Year.	NF
	Calibre: Have been working on a medium term strategy, focusing on attracting more members who would qualify for the service, including young people and also diversifying stock with the aim of appealing to a wider audience.	

CEO Anthony Kemp submitted a powerful piece to the Bookseller which you can view here: <https://www.thebookseller.com/blogs/inclusive-audio-1227075>

All

Unfortunately have had to close the offices due to a couple of COVID cases, so are working from home until the 29th December.

HE/Scotland: Impact of pandemic on Higher Education sector has been significant and similar story in Scotland, where public library provision has been heavily compromised by COVID but interesting report produced by Scottish Book Trust on reading habits during lockdown (link previously circulated).

Welsh libraries: Great to see in Wales that libraries have been key recipients of the Cultural Recovery Fund; and are looking to develop updated set of Library Standards. Also seen impressive investment in audio Welsh language stock (working with North Wales Blind Society) and e-colleccitons, where demand has increased significantly during 'lockdown' – investment from government and from all 22 library authorities to enhance access and content provision.

MM to circulate Welsh update from CE

Need to continue to consider Welsh language version/communication when developing STV resources.

All

Libraries Connected: Re. Libraries Connected Business Plan - COVID has compromised progress with the regional support offer but accreditation aspect has progressed through consultation phase and will move into design phase in 2021. MM to contact Ben Lee at Shared Intelligence about how we might integrate an accessibility/'Six Steps' element/chartermark as part of this development

MM /Shared Intelligence JAN 2021

4. 'Six Steps' and Ulverscroft Foundation update

The 'Six Steps Promise' has now been formally updated and signed off as 'Vision and Print Impaired People's Promise. New version is on the Libraries Connected (LC) website alongside the Universal Offers (UO), and LC have requested MM write a blog to launch this in the New Year. They have also have offered to share/host an introductory webinar on the Promise early in 2021 too, to back this up, which is along the lines of what the STV Board discussed in September.

MM JAN 2021 / MM to take forward with Libraries Connected/Sarah Mears / JV TBC

Libraries Connected/Sarah Mears is in the process of recruiting a Project Co-ordinator to facilitate key UO projects, and MM has proposed that STV direct some budget towards this post to enable us to lever capacity to deliver on the Ulverscroft Foundation partnership plan (UFPP), which MM shared with the LC Advisory Committee in October. The job outline for this post was circulated with the papers for the meeting for all to review – This was agreed in principle, and MM to check in on progress in the New Year.

MM to take forward with Libraries Connected/Sarah Mears JAN 2021

Following previous meeting, where Board reviewed and discussed the UFPP plan, MM discussed position with Robert Gent of the Ulverscroft Foundation in November and he has agreed to delay the start of the Action Plan until Spring 2021. He was happy to support the proposal to work with Libraries Connected on recruitment of a project manager, as there is so much synergy between our Action Plan and some key activities on the LC business plan (accreditation, regional working, marketing).

	<p>On the finances front, he is happy if we claim any expenses on a quarterly basis directly via their Treasurer, as per our estimated allocations/agreed Plan.</p>	<p>MM, MF / Ulverscroft Foundation</p>
	<p>Re. Ways of Reading ie. 'one stop' leaflet for accessible library services and creating Marketing content and capacity - JB not been in position to discuss this to date with RNIB colleagues, but RNIB is working on a business plan at present and marketing is going to be key to this, so some partnership working should still be possible on both fronts.</p>	<p>JB to raise WofR and Marketing capacity with RNIB colleagues</p>
<p>5. Recent / Emerging projects</p>	<p>HiVIS 2021: Options for dates were discussed by the Board. May 31st (Monday) to June 12th (Saturday) or delay to start 7th June (Monday) to 20th June? With Bank Holiday considerations it was agreed that we go with the latter and MM to confirm this with partners to enable libraries to start planning.</p>	<p>MM to take forward</p>
	<p>MM has recently spoken to The Reading Agency (TRA) about accessibility and the Summer Reading Challenge (SRC), Reading Friends and other opportunities to work together. Unlikely that there will be enough capacity/time for HiVIS 2021 to share the SRC theme (i.e. World Wild Heroes/environment), so the Board agreed that it would be best to focus this year on diversity (of reading, language, writers, communities etc.) and what we share/have in common? – picking up on previously discussed idea.</p>	
	<p>CE suggested a working title of 'Getting Out and About' and the Board were encouraged to feedback on any further ideas/details for MM to include in a general briefing for partners early in the New Year.</p>	<p>ALL / MM JAN 2021</p>
	<p>Laura at Stockton on Tees developed some excellent new branding last year for HiVIS 2020 and it was agreed that this would be tweaked for 2021, rather than create whole new designs. Laura's capacity is limited at present, so MF to give her an early 'heads up' and get HiVIS 2021 content pencilled in.</p>	<p>MF / Laura ASAP</p>
<p>6. Other Updates</p>	<p>LACA / Reading Friends: There has been a LACA and a Reading Friends meeting, since the last Board meeting, which ES was unable to attend due to work pressures. ES has Reading Friends minutes that she will summarise and circulate to Board members.</p>	<p>ES</p>
	<p>IFLA: Meetings have been understandably constrained by the pandemic but a fair amount activity has moved online and this has allowed a wider community to get involved and increase awareness of the valuable work of IFLA's public library group. This group are trying to do more on social media and are open to themes – could be possibility to link up with HiVIS 2020/highlight accessibility? JB fed back that Print Disability group emerging from a quiet period too with a new newsletter.</p>	<p>MF / IFLA</p>
<p>7. Finance/ Budget report</p>	<p>CARRY FORWARD: MM still needs to finalise full access to online account, but has not been able to contact Bank of Scotland of late – will continue to try and move this forward.</p>	<p>MM</p>
	<p>Prior to the meeting, MF had shared an updated general financial report and the annual report (re. AGM). Regarding the former, there was again little change from September and no questions arising.</p>	

8. Administration

Contributions: Still holding with decision to hold off sending these out until Spring 2021 when UFPP and Vision and Print Impaired People's Promise will have been established.

MM
MAR 2021

Effectively, it will mean that we have had a fallow year on the contributions front but, in the present circumstances, this was felt to not be a bad thing and it would have more impact (hopefully) to dovetail the request with the 'announcement' of key developments. Likely to keep everything as open access in the first instance before exploring whether elements should only be for contributors (as previously discussed).

MM expressed that we might need to bring in additional administrative support to manage this process this year and it was agreed that this would be organised (@£40/hr) if and when needs be.

MM / TBC

Charity Commission/Companies House: MF raised a point regarding the logging of our annual report and accounts with the Charity Commission, which was/is indicating that we are long overdue with submitting these, even though we completed this reporting months ago (and certainly paid for the pleasure)! Will need to log report/accounts with Companies House in New Year too.

MM to raise with
ES and resolve
ASAP / JAN 2021

9. A.O.B / Comms.

STV postal/formal business base: EC gave an update on the position regarding CILIP HQ offices, which have effectively been in lockdown since March, with practically everyone working from home. MF doesn't believe there should be significant amount of mail building up (can get bank statements directly now) and to change business address would be challenging at this time (plus, we do not have an obvious alternative). CILIP likely to have skeleton staff on site from January, so will revisit the issue then.

EC / MF
JAN 2021

STV Newsletter sign up/Six Step' Champions: CARRY FORWARD Previous issues reported re. people having problems signing up to newsletter/Six Steps bulletin via Reading Sight. MM yet to schedule a meeting around this. Also additional issue of renaming 'Six Steps' list on JISC. It was agreed that MM would convene a small working group to review this and come up with a solution.

MM, MF, JV
JAN 2021

It was agreed that MF could pay David Fay for the production of recent bulletins (£68)

MF

10. Next Meetings

The following dates were tabled/agreed for 2021: 18th Feb., 6th May, 9th Sept. and 9th Dec. would be scheduled. The February session will definitely be via TEAMS and hopefully later dates might be able to take place in person.

ALL / JB