

# Share The Vision Board meeting

Thursday, September 17<sup>th</sup> 2020, via video conference

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**Present:** James Bartlett (RNIB), Jackie Chelin (SCONUL), Emily Cross (CILIP), Carys Dawson (Culture and Sport/Wales Observer), Mark Freeman (Stockton Libraries/Libraries Connected), Nick Fuller (ASCEL), Mark McCree (Chair/Blackpool Libraries), Claire Robe (ACE Observer), Zina Sabovic (British Library), Jennifer Stewart (SLIC Fife), John Vincent (The Network)

**Apologies:** Alex Britton (Clearvision), Naomi Kenny (SLIC, Falkirk), Helen Poston (Libraries NI/Northern Ireland Observer), Emma Scott (Secretary/Calibre), Fiona Taylor (Clearvision)

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Agenda Items	Notes	Action
<b>1. Welcome, introductions &amp; apologies for absence</b>	<p>MM welcomed all to the meeting and gave apologies for those unable to attend (see above).</p> <p>No items for Any Other Business were raised.</p>	
<b>2. Minutes of last meeting / Matters arising not covered elsewhere on the agenda</b>	<ul style="list-style-type: none"><li>MM not had any feedback from Seeing Ear since last meeting, but has spoken to Listening Books and Living Paintings. Former does not have capacity to attend/participate in Board at present but did support HiVIS2020; the latter got in touch with STV and is now listed on Reading Sight (although similarly, does not have capacity to participate at present). Will continue to keep dialogue open with both organisations.</li><li>'Six Steps Promise' - MM spoke to Sarah Mears regarding the update of the Six Steps Promise (now to be re-titled 'Vision and Print Impaired People's Promise'); this has now been signed off by the Trustees and can move forward.</li><li>Reviewed hourly/daily rate for STV administrative support (production of Bulletin etc.) – was £36/hour and it was proposed/agreed that we would increase this to £40 from now on.</li><li>MM hadn't managed to speak to Alan Prestcott with regard to identifying a Head of Service rep. for Wales; however, CD kindly suggested that Wales SCL Chair, Nicola Pitman and vice-Chair, Christopher Edwards, would be key contacts.</li></ul> <p>Minutes of the last meeting on Thursday 14<sup>th</sup> May 2020 were reviewed and agreed.</p>	<p><b>MM ongoing</b></p> <p><b>MM/All</b></p> <p><b>CD to forward contact details</b></p>
<b>3. Partner Updates</b>	<p>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 all for their contributions.</p> <p>Re. BL update – storytelling packs production (with possible synergy with Library on a Shelf proposed project) ZS to share details of suppliers.</p> <p>Re. BIPC network (around business growth and support) – pressing demand for this in given circumstances; about to expand further.</p>	<p><b>ZS to share details</b></p> <p><b>ZS to share details</b></p>

Re. ASCEL/Children's Promise – being reviewed at present to bring it up to date, more clear and more inclusive (no major change in focus). **NF to share when able**

Theme of next year's Reading Challenge - Save Our World, very positive and helpful theme. Performance has been compromised this year by COVID-19.

Re. Welsh libraries – impressive investment to support libraries with e-resources, bilingual platform for Summer Reading Challenge

Re. Calibre – now free to join, which is excellent news. All accessible libraries now practically free to join/use – will really help in terms of marketing and opportunity for collaboration. **All**

Re. new Public Libraries strategy emerging in Scotland - will need to see what comes from this and possible shared potential.

Re. Libraries Connected update - several projects continue to be compromised by the pandemic, but Shared Intelligence are managing to progress the accreditation project. This is developing well and is due to launch in next few months. Not standards as such, but will provide a framework for assessment and benchmarking, funding, and other development opportunities. Could link into the Ulverscroft Foundation Partnership Plan element around accreditation – definite potential overlap/shared learning. **MF to link up MM and Shared Intelligence in order to discuss visually impaired element/opportunities**

MM expressed thanks, on behalf of fellow Heads of Service, to MF/Libraries Connected for the excellent support and guidance (i.e. Basecamp; Toolkit) over recent months, which has been timely, highly proficient, much-needed and very much appreciated. **MF to pass on formal thanks**

Also noted positive intervention/support from ACE too.

#### **4. Ulverscroft Foundation Update**

Since last meeting, MM has received formal confirmation from the Ulverscroft Foundation that our partnership, action plan and supporting investment request has all been approved; and it was 'launched' to coincide with HiVIS2020 fortnight.

With COVID-19 and capacity pressures, MM suggested that the Board reviewed and discussed the plan and check whether it required any adjustment in light of the present circumstances.

Year 1 of the plan largely focuses on Library on a Shelf (in terms of activity and spending).

Need for a Project Manager and sequencing of activities is key - having someone in post to move things forward.

Training programme tied heavily to the update of the Six Steps Promise. Could do an online digital session, as opposed to physical session. JV expressed a concern around digital training and its effectiveness and whilst happy to tweak approach to fit online delivery, would not want to lose group/face to face aspect. Suggestion was made that we could run some 'taster sessions' – i.e. an initial number of short online discussions/workshops to lead into some more interactive, in depth sessions when able to do so.

Digital would open up potential international element and could allow wider involvement.

Would need to be carefully hosted from the the chairing/meeting management side of things. This is something that we could direct some of the funds towards and that a Project Manager might facilitate.

NF noted that they have been running break out groups in digital 'rooms', which worked quite well but still needed to be short, sharp sessions.

MM noted that some of the underlying elements (review of Six Steps, accreditation framework, regional support structures – ACE funded) are all falling into place, which is a positive.

Plan includes development of a Champions' network – looking to establish a digital platform. Basecamp was felt to be a positive option and has worked very well for Libraries Connected. EC mentioned MS Trello as a possible (and free) alternative; this can be linked up to Microsoft Teams. NF also has experience of this – positive about scope to include content, plan activity etc.

CD and JS suggested that Teams was heavily used across Wales and Scotland (conscious of wanting developments to have cross UK application).

Re. Ways of Reading ie. 'one stop' leaflet for accessible library services. Definite need to produce this, and have it in both digital and hard copy. Would need to agree specification, would need to be accessible format too... RNIB could potentially do this and we could commission them to design and produced this for us and Board agreed to pursue this option.

MM to get back in touch with Ulverscroft Foundation once we have had a chance to consolidate some of these ideas/options.

## **5. Recent / Emerging projects**

HiVIS 2020 (1<sup>st</sup> – 14<sup>th</sup> June 2020) went very well. Proactive effort by RNIB/Karen Whittingham (Many thanks to them!) and MM to contact key library stakeholders/individuals with strong social media presence seems to pay dividends, as performance levels practically doubled this year (Evaluation report shared in July). Lockdown may have helped our performance levels!

HiVIS2021 need to start thinking about a theme for next year. Still planning on sticking to first two weeks in June. Possibly could look at travel (assuming we might still be in partial lockdown); could look at Reading Challenge theme, i.e. Climate Emergency/environment (could talk to The Reading Agency about cross promotion) Reading the World/Saving the World; maybe BAME authors/diversity of reading; 100 novels project (tied to Libraries Connected project) – more inclusive authors/accessible copies... lots of ideas, will discuss further and finalise at December meeting.

Benefit of keeping theme as wide as we can, to make it easier for all to fit something into it.

**CR to share (contact) details re. regional support structure with MM**

**All/JB to discuss with RNIB marketing about progressing this**

**MM**

**JB to pass on thanks to KW**

**All to think on possible options/themes**

<b>6. Other Updates</b>	No updates received/possible re. Reading Friends (meeting cancelled) Right to Read Alliance etc.	
	MF to provide an update on IFLA matters	<b>MF</b>
	LACA (Copyright matters) – Emma sits on this for us, meeting at end of September. Libraries Connected also attending. Not aware of any further developments on the Marrakesh treaty front at this point in time – logistics and negotiations around practical sharing of resources will be key.	
	CLA license relaxed within the Higher Education sector, which if expanded to the public realm would be potentially significant.	
<b>7. Finance/ budget report</b>	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.	<b>MM</b>
	MF had previously pulled together an updated Financial report and reviewed this with the Board. Once again, little movement since last report/meeting; no questions arising.	
	MM noted the commitment to put £5k/year into the Ulverscroft Foundation Partnership from 2020/21.	
	Injection of Ulverscroft funding and healthy STV balance is positive, but MM reminded Board that there was a need to balance sustainability with our general purpose to use funds for the positive development of accessible library services.	
	Contributions - It was again agreed to hold off sending these out for the time being, until Ulverscroft Foundation partnership plans and Vision and Print Impaired People’s Promise progress to a sufficient degree.	<b>All/MM to note</b>
	It was recognised that finances will be more stretched than ever this year and that authorities may struggle to find even a modest amount of budget. Being able to show what benefits come from making a contribution is going to be key. Current contribution request is pitched at £150/£250 (depending on group/regional contribution). Rejected a two-tier approach (would be too complicated to administer) and decided to keep suggested contribution as is, and monitor contribution levels this time around.	
	Could also look to possibly expand donation base beyond library authorities? Original foundation was based around public libraries all chipping in to create something(s) that all could get use from – a sign of committing to providing services for people with sight loss. Could possibly only ‘release’ benefits to those who have contributed/signed up to the Promise/STV – this, as a general principle, was agreed by the Board.	
<b>8. Admin.</b>	Accounts are about to go to the auditor in preparation for the AGM in December (not complicated this time around); and MM needs to	<b>MF ASAP / MM (October)</b>

produce supporting narrative statement to add to the annual report (covering May 2019 to April 2020).

Carry forward: Re. our postal/formal business base being CILIP HQ - MF to check in to see if we can access our post/get it forwarded.

**MF ASAP**

**9. A.O.B / Comms.**

None additional points raised.

Note made about the paucity of content for STV Bulletins. JV reported that articles relating to visual/print impairment seemed to have not been as frequent as pre-pandemic. Likely that focus has been on fundamental/basic challenges that lockdown has brought (e.g. access to food/shopping), rather than activities and developments.

JB made the point that receipt of accessible reading at this time has been a real lifeline to visually impaired people

STV Newsletter sign up – issues reported about people signing up to newsletter/Six Steps bulletin via Reading Sight. Website sign ups go onto a Google sheet, which then needs to be checked and the email address transferred onto the mailing list (i.e. is not a direct link through). This action doesn't sit with JV; may sit with MF?! Need to review this process and have more sets of eyes on the Google sheet or switch to a direct/Mailchimp route (direct population/verification).

**MM / MF**

**10. Next Meetings**

Dec 10<sup>th</sup> 2020 – Meeting and AGM. No longer looking to meet physically and will revert again to MS Teams.

**MM/All**

Dates for 2021 were discussed, and it was agreed that 4 sessions (18<sup>th</sup> Feb., May, Sept. and Dec.) would be scheduled. MM to confirm/propose dates; JB to pencil in later (post-February) dates, but clearly may not be able to have physical meetings in Feb. (or perhaps even beyond that!)

**MM/JB/All**