



Share The Vision Board meeting

Thursday, 8th September 2022, via video conference

Attendees: Mark Freeman (Treasurer/Stockton Libraries/Libraries Connected), Nick Fuller (ASCEL), Naomi Kenny (SLIC, Falkirk), Mark McCree (Chair/Oxford Libraries), Lara Marshall (RNIB), Helen Osborne (ACE Observer), Emma Scott (Secretary/Calibre Audio), John Vincent (The Network)

Apologies: Alex Britton (Clearvision), Jackie Chelin (SCONUL), Emily Cross (CILIP), Richard Holmes (RNIB), Kate Leonard (Aura Libraries, SCLW), Zina Sabovic (British Library), Brid Steele (Libraries NI/Northern Ireland Observer)

Agenda	Notes	Action
Items		
1. Welcome, introductions & apologies for absence	<p>MM welcomed all to the meeting, and specifically, Helen Osborne from the Arts Council standing in for Clancy Mason and Lara Marshall from the RNIB.</p> <p>Apologies noted above.</p> <p>AOB – none noted.</p>	
2. Minutes of last meeting / Matters arising not covered elsewhere on the agenda	<ul style="list-style-type: none"> • MM explained that Victoria Dilly had moved onto another role outside of Libraries Connected, so the project manager position is vacant. Prior to her departure, VD has done an excellent job of moving the resource pack along. We have met with The Reading Agency around the shared toolkit resource; and had conversations with KL about the Welsh translation. Update to follow once quotes and costings are available. • Payment has now been made for Victoria’s hours. • JC fed back after the meeting that she had reviewed the updated VPIPP module on the Learning Pool, and sent some suggested amendments to Helen Drakard. • MM met with Ulverscroft Foundation over the summer to discuss progress to date on shared action plan; and due to provide another six month update for them in October. • HiVis 2022 – on agenda, but all actions noted last time have been completed. Need to capture case studies, so may have to go back and look through social media posts. • Reading Friends – ES chased Reading Agency regarding SCONUL contact that JC provided. It is on their radar, and they will pursue when ready to take it forward. • MM had meeting with The Space – digital engagement company around making their activities more accessible and engaging for those with VI. • C/F AB to provide article on tactile book awards for Reading Sight website • C/F Need to acknowledge formal changes to the Board at the next meeting for RH (to be included on agenda under ‘Administration’) • C/F - MM to sort out online banking. In process of house-hunting, so will finalise once that transition has happened. 	<p>MM</p> <p>MM Oct ‘22</p> <p>AB</p> <p>MM/ES</p> <p>MM</p>

- **C/F** – MF to check if we can have specific email addresses on the website e.g chair@... **MF**
- **C/F** – MM to talk to Bradford about cheque that is now out of date **MM**

3. Partner Updates

Minutes of the last meeting on 12th May 2022 were reviewed and agreed.

Prior to the meeting various partners had shared their updates with Board attendees (embedded below), which enabled more concise (virtual) discussion, focused on questions/matters arising.

Feedback/Questions arising

- Board congratulated John on the publication of his book.
- MM asked LM about RNIB's Sharepoint resource. LM said it is where staff can share info., point people towards specific groups etc. LM to share with STV. **LM**
- LM asked about VPIPP (former 'Six Steps') Champions as, she would be happy to co-ordinate finding out who the champions were in libraries. MM suggested LM could encourage the champions to join via the established STV route. **LM / JV**
- MM asked LM if she would be willing to share the social media accessibility instructions that the RNIB have drawn up for inclusion on the Reading Sight website. LM agreed and to provide content/tweak to fit the format of existing guidelines on www.readingsight.org.uk **LM**

ASCEL: Still busy with proceeding in the move to become a charity, all applications have been submitted. Summer Reading Challenge coming to an end so there will be some more info about that to follow.

Calibre: We were absolutely delighted to announce that the publishers Penguin Random House and Hachette are donating their audio titles to us for free which makes such a massive difference to our members in terms of the amount of titles now available and accessible but also this will really help us increase the diversity of our collection too. The far-reaching effects are that we will be able to invest the money originally allocated for these purchases back into buying more books and investigating other ideas to help improve services for our members.

Our monthly book podcast is still underway, in August we chose a piece of travel writing called "Footnotes: A Journey in the Company of Great Writers" by Peter Fiennes and September we are delving into poetry with the Costa book of the year award winner "The Kids" by Hannah Lowe and Pam Ayres "On Animals".

We were the accessibility partner for the Edinburgh Book Festival over the summer and will be again for the Reading is Magic Festival at the end of September so we are just busy checking that we have all the books featured so we can promote them.

Our new recording pod has been installed which we are very pleased with. This enables us to record features like Book of the Month and transcribe things into audio for the benefit of our members. We are also just looking into being able to hire it out to people too who may need studio time on occasion.

We have just started to advertise a new book group service for our members as we hope to offer regular telephone, online and physical book groups for people to meet in person too.

Clearvision: We have partnered with BookTrust Scotland to make a braille-reader accessible offering for their Read Write Count book gifting packs.

Libraries Connected: Libraries Connected has a number of vacancies for Trustees and for the President Elect due to the resignation of Carol Stump from her post in Kirklees and my own impending redundancy in October as well as a couple of external Trustee resignations. Recruitment for these positions will begin shortly and in the interim, Carol has remained as a co-opted external Trustee. It's likely that I too will stay on for a couple of months to assist in the transition period whilst new Trustees are recruited

We are awaiting the decision on our continued funding from the Arts Council for the next round of portfolio grants. Our application went in back in May and we should hear the outcome in the Autumn.

Our Seminar in June was very successful and we enjoyed a wide range of speakers including a couple of international contributions from Christian Lauersen from Denmark and Jan Brodowski from Poland. We also were able to host the Libraries Minister Lord Parkinson who faced a question from Lara Marshall at RNIB about government funding of library services for people living with sight loss. He didn't really answer it....

Several of our major projects have now come to a close due to the impending NPO decisions and reports have been published and webinar sessions delivered on BBC Novels and the Leading Libraries programme.

We are working with CILIP and Julie's Bicycle on a Green Libraries project which is ongoing.

The Network: Reading Sight JISCMAIL list: at the time of the last meeting, we had 287 subscribers, today we have 298.

As well as continuing to provide regular newsletters, ebulletins and other information, and running more courses, both online and face-to-face, The Network's current major area of work is supporting library services preparing to become Libraries of Sanctuary (including working with libraries of all kinds as part of an initiative across the SW Peninsula); and linking with key organisations such as Libraries Connected, the British Library Living Knowledge Network, and the National Acquisitions Group over the supply of library materials. I also chair the CILIP Benevolent Fund Trustees' board.

My book is scheduled for publication in November – see:

<https://www.facetpublishing.co.uk/page/detail/libraries-and-sanctuary/?K=9781783305001>

RNIB: James Bowden now has converted over 6,000 braille books into the ebraille format. and we recently provided FOC 50 electronic braille displays to braille library customers that have been well received. There is strong interest from customers to get ever more ebraille books on an SD card.

Our smart speaker skill is now over a year old and we are working on some enhancements to it e.g. search by genre.

RNIB are creating a specialised SharePoint website just for public libraries. Can share with board and would appreciate feedback (see above).

Lara and John Vincent have a rough draft of a collaboration of "in-person" training bringing together RNIB, John and STV. Would like to talk about the logistics of offering a partnership RNIB and STV training package.

Lara is also working on a "package" from RNIB to share with Libraries Connected at their meeting in November, to really promote and highlight the VPIPP. It will include the SharePoint Website, training and other things. Would like to share with board beforehand to get feedback too.

LM

For note: MM highlighted that a training offer had already been discussed/ embedded within the StV/Ulverscroft Foundation action plan for 2023, and

that, as far as this was concerned (and the existing Reading Sight website/emerging RNIB Sharepoint resource) we ideally needed to avoid duplication and have clarity and equity as far as coverage was concerned, from a StV perspective (given that StV covers multi-providers and sectors/countries).

There is a possibility of a project involving 2nd life digital devices being donated to the RNIB and then given or borrowed to identified blind and partially sighted people who really need them to bridge that digital divide. Using libraries as distribution point and empowering digital champions to provide taster or introductory sessions in a similar way to the Digital Link Project in West Yorkshire would be amazing. (I've attached an information pack on this brilliant project, just in case you haven't heard of it).

New RNIB TV Campaign to be launched in October, to really challenge the way that sight-loss is perceived.

Making connections with prison libraries across the UK to make sure blind and partially sighted prisoners have access to the RNIB library and any other accessibility tools they need.

RNIB Bookshare now has over 900,000 titles available to their service users!

SLIC: NK told us about the memory Scotland project a reminiscence collection for groups started in libraries. Looking at trying to make accessible boxes and asked STV board if they had advice or contacts who could help. LM, HO and ES suggested contacts.

4. Ulverscroft Foundation update

Reading Sight Guide: VD finalised draft of additional, free to access, Reading Friends toolkit (for inclusion in the Reading Sight Resource Pack) with The Reading Agency. Action Plan initially set aside £1.5k for the Reading Friends element and £16.6k for the 'general' pack (including Project Manager costs and project evaluation). However, there might be economies of scale depending on production numbers. MM to get final costings drafted and sent to board electronically. NF suggested producing a certain number and then refreshing them later on, which was agreed as a sensible approach (don't want to have lots of surplus/storage costs). MM to progress Welsh translation with KL, LM. LM to investigate producing a copy in Braille/accessible versions (including audio)

MM

MM
LM

Other actions: Discussion around Basecamp area for staff; and how best to support people regionally. Also, previously discussed ties in with emerging Libraries Connected Accreditation (recently piloted) – need to wait for outcome of this process (and the ACE Portfolio Holder decisions in October – Libraries Connected have put forward an application) then look at it again.

Training Development: Set aside budget to do this. Did a digital launch during the pandemic, then planned on in-person training off the back of the dissemination of the Reading Sight Resource pack. Need to decide when to schedule training/what to do; so will add to the agenda and discuss at next meeting.

MM/ES

As noted above, LM and JV produced a draft of what the training could look like. LM to share with board for discussion.

LM

5. Recent / Emerging projects

Hi VIS 2022 – MM thanked everyone for their support, impressive performance this year, mentions and impressions four times that of 2021. Number of engagements were over 1.2k, number of impressions close to six million.

MM specifically thanked RNIB for supporting social media side of it, and gratitude to Laura at Stockton-on-Tees for design (she has also agreed to still support HiVIS after MF leaves the authority).

General feedback was around the lack of a coherent theme, which we did on purpose to enable flexibility; but this was seen as a potential weakness. Also practical comments to consider around how we spelt Hi Vis in terms of accessibility. All alt text images were sorted though this year, which was a great improvement.

MM asked board for any ideas on how we may improve for next year as we would need to start discussing at next board meeting. MF mentioned that the cost of living will be a significant concern still so maybe talk about what services can be accessed for free and concentrate on signposting. Should be a great time to highlight Reading Sight packs and resources.

ALL

LM asked about sending Reading Sight packs to Eye Clinic Liaison Officers to distribute so they have them on hand for people just registered as blind or partially sighted. MM asked LM to provide what quantity levels we may be talking about. MM also said it would be useful to have distribution centres outside of local authorities to act as repositories of Reading Sight pack. Board to think of possible places and feedback (LM offered RNIB for accessible versions).

LM

ALL

6. Other Updates

Hi Vis 2023: MM raised the prospective dates of Hi Vis 2023 and suggested just keeping it from the 1st to 14th June each year instead of changing the dates slightly each time so that it is easier for people to remember and plan. Board agreed keeping date static from 1st to 14th.

LACA: ES unable to attend 4th July meeting – next one on 5th October. Did use the LACA email regarding a question on the copyright permissions for using book jackets which was very useful. They suggested it may be useful to join LIS copyseek jiscmail for further enquiries like this which is a closed discussion list for copyright permission seekers (paper or electronic) to share copyright owner contact information, experience of current permission policies and agreements, and information about new developments regarding copyright which may affect permission-seeking. Email is LIS-COPYSEEK@JISCMail.AC.UK but think you may need to be part of jiscmail to access it.

Only other conversation that has been happening is on Text and Data Mining and the exception expansion. There was a concern from the Publishers content forum that it allows any entity anywhere to mine copyright text and data for free for any commercial use.

Reading Friends – No meeting planned, they were reviewing the frequency and need for the meetings. ES to keep Board updated on progress.

ES

MM said Reading Friends has come back with comments on the shared resource that we have been developing with them. MM to look at. This is to be distributed as a free to access resource – see above.

MM

7. Finance/ Budget report

MF fed back on finance report. £3,000 from Ulverscroft has just been received so not on Finance Report yet.

No income received over last 2/3 months. Victoria's salary paid to Libraries Connected. £35 paid to register with ICO, now set up on a direct debit. Paid out £299 on bulletins. Around £75,000 in reserves.

MM highlighted the amount of reserves we have and that we need to keep in mind how much we should have. This will start to reduce with spending on Ulverscroft projects and Reading Sight printing etc. NF asked how much we

should have in reserve. MF said it should be about 6 months of operating costs.

MM also said there is a plan to recruit to VD's role as the budget is still there for that til March 2023. MM taking recruitment forward with Sarah Mears at Libraries Connected.

MM

JV commented on training and the problems with getting people to pay for courses, so it may make things easier to run if we can offer the training for free using some of the reserves. Board agreed this would be a good use of funds.

8. Administration

Treasurer - MM raised that the Treasurer role would need to be filled, now that MF was sadly retiring. LM volunteered to do it. LM would need handover and access to accounts etc. LM and MF to meet and liaise over this.

LM/MF

MM asked MF if he could draw up a timeline in regards to the Treasurer role, key dates for things to be returned and duties etc

MF

Administrative address - It was raised that we need to move from CILIP address, Calibre fine to accept mail, but ES raised a query as to whether it would not be better to have the mail going to the address where the Treasurer was for the purposes of picking up cheques etc. LM said she would check if this was OK.

LM

2022/23 Contributions - Waiting for completion of Reading Sight Resource pack so looking at contributions in 2023. MM said we would need to consider what level we pitch the subscriptions at; and if we need to think about a reduction given the financial position most councils will be in. Board asked to consider for next meeting.

ALL

Annual Report – MM circulated to board and asked for any comments. ES asked if representation on LACA should also be added and asked for "Library" to be removed from the end of Calibre Audio. MF asked for it to be sent to him once updated.

MM

Formal Changes - LM proposed as a member of the Board by MM and MF seconded. ES to request contact details from LM and update Companies House and the Charities Commission.

ES

Other formal Board changes to be proposed on the next agenda when members are in attendance.

MM/ES

9. A.O.B / Comms.

MM mentioned the website analysis that he had circulated prior to the meeting. Good to see that performance of Reading Sight is really improving, and helpful to be able to see the analysis, which we haven't had before. MM asked board if there were any comments on the website or bulletins which there were not. MM thanked David Fay again for all his work on the bulletins.

10. Next Meetings

8th December at 11am, including AGM – it was discussed whether it might be good to meet in person, but decided after the meeting that the December sessions would be held virtually, and future meeting dates and formats to be decided at the meeting.

ALL

Potential venues for future physical meetings were offered by several Board members. London (RNIB) and Oxford (MM) were pitched as possible options. All to consider alternatives/practicalities around this.

ALL

MF gave his apologies for the next meeting.