1. Welcome

2. Introductions and attendance list:
   In attendance:
   Yasmine Youssef (Chair), ATDO, Egypt
   Danielle Miller (Secretary), Washington Talking Book & Braille Library, USA
   Christiane Felsmann, German Centre for Accessible Reading, Germany
   Kirsi Ylänne, Celia Library, Finland
   Jorunn Anna Wold, Norwegian Library of Talking Books and Braille, Norway
   Irmgard Reijntjes, Bibliotheekservice Passend Lezen, Netherlands
   Saskia Boets, Luisterpunt Bibliothek (Flemish Library for Audiobooks and Braille), Belgium
   Dipendra Manocha, DAISY Consortium, India
   Kazuhiro Ando, National Diet Library, Japan
   Koen Krikhaar, Dedicon, Netherlands
   Jelena Lesaja, Croatian Library for the Blind, Croatia
   Dalia Balčytė, Lithuanian Library for the Blind, Lithuania
   Linda Ngaleka, South African Library for the Blind, South Africa

   Observers:
   Kelsey Corlett-Rivera, National Library Service for the Blind & Print Disabled, USA
   Francisco Martinez, ONCE, Spain
   Karen Keninger, USA
   Ellen Follin, MTM, Sweden
   Alejandro Santiago, ONCE, Spain

3. Apologies

4. Approval of the Agenda

5. Action Plan 2022-2023
   a) Review of activities
      1. Strengthen the Global Voice of Libraries
         i. Activity 1.1: Develop new guidelines for library services to persons with a print disability (includes accessible mainstream services)
            I. Updates: Survey launched in four languages (English, Spanish, Arabic, Croatian) (40 replies so far)
            II. Expected completion year: final draft by 2023
         ii. Activity 1.2: Contribute to the development of Accessible Book Consortium (ABC) Global Book Service
            I. Description: List and describe the LPD experience of the exchanging partners in ABC and give feedback to ABC
II. Updates: Not started. Reformulate or let go?

a. We have not taken tangible steps in the last year.
b. Saskia: maybe we can organize a meeting with Luc and Dominic or others from ABC and collect people's remarks and talk about them. That way we can share experiences. Others must have experiences as well.
c. Organize a meeting and collect remarks, it will be more productive for them.
d. Maybe this can be an ongoing activity between LPD and ABC, a regular ongoing meeting.
e. Christiane: can we start sharing questions or comments on Basecamp, or a place to put things to start this work? Or have some Google Drive document where things can be shared.
f. Kelsey: this is a great idea. Some ideas about searching came up and other feedback were raised in Dublin. Starting a document that contained our feedback prior to a meeting could be useful.
g. Dipendra: I agree we should continue this activity, the supplementary application is a huge treasure and needs to reach out to other countries and LPD can play a huge role working with ABC to further this capacity building.
h. Yasmine: What is easier, creating another group on Basecamp or creating a message thread? With a Basecamp group we can add people outside LPD. We can start the conversation within LPD and then take it further another step to open it to other ABC libraries that are not within our group.
i. Saskia: We should ask Luc or Dominic their opinion about it because we don’t want to create the idea that it is us against them. We should organize it with them and ask their opinion.
j. Jelena: After the meeting in Dublin, felt a little bad because didn’t want to sound like we weren’t grateful for the ABC application, but some users have difficulty searching. Some of that could be because we all have different cataloging practices and different data, for example author searches can be problematic.
k. Saskia: Also there are books from countries that have not ratified Marrakesh and things are pending for months and months. There are different issues that we can collect and share with ABC that they can give an explanation for or feedback on to LPD and to other ABC libraries.
l. Jorunn: We have technical issues in Norway to make the files validated and available to our patrons. Kelsey: the validation is an issue in the USA also, about 40% of books fail validation.

m. Kelsey: I was thinking about feedback about GBS, not broader about capacity building and training, so we should think about what we want to give feedback on – just GBS or in a broader sense.

n. Kelsey: Maybe we can compile technical issues when we start compiling feedback. Some issues we have run into are missing narrators, very detailed issues, etc., maybe we could start a technical issues section in the feedback document we create.

o. Dipendra: I think there is a scope to enhance the capacity building under ABC, especially reaching out to countries in Latin America, Africa, if we can help with outreach.

p. Koen: I think it will be good to collect the feedback and narrow it down to the GBS and for the purpose of the action plan restrict it to the GBS and someone could summarize it and put the feedback into categories like technical, searching, etc., and then we could contact ABC and let them know we are doing this and doing it in a positive way and not to criticize them and we are doing this in a politically appropriate way.

q. Kelsey: Happy to start compiling.

r. Yasmine: We can start a Basecamp group and start compiling but also have a meeting so people can talk. Will do a Doodle poll and Kelsey will take lead on compiling feedback. Yasmine will reach out to ABC and let them know our feedback will be a form of support. Yasmine can call Monica.

s. Kirsi: Have you thought that there is a connection in the Guidelines to ABC?

2. Inspire and Enhance Professional Practice
   i. Activity 1.3: Strengthen communication among existing or potential authorized entities aimed at ending the book famine for persons with print disabilities
      I. Description: Communications work for LPD

3. Strategic Direction 2 – Inspire and Enhance Professional Practice
   i. Activity 2.1: Develop an IFLA standard/guidelines on how to use accessibility metadata standards
      I. Presented survey results in Dublin
II. Updates: planning a webinar, discussing work with cataloging section, will also contact the WC3 working group and look at schema.org, will have more details later this September

III. What is expected until 2023, what tangible steps can we take?
   a. Hopefully by next year we have created a working group of LPD members and members outside of LPD, including cataloging people, but not overlapping with other efforts happening.
   b. If we can have a clear roadmap by October, we can update the action plan that would be good.
   c. Christiane: when we have the guidelines, will those metadata standards be a real standard for libraries that people have to use, or what can we do on the international level?
   d. Kirsi: We can at least do best practices on what people can do with MARC accessibility fields, and of course there are more and more requirements for ebooks in the European Union and WC3 is working on mapping on schema.org and we could follow with that.
   e. Kazuhiro: Are there any national libraries applying accessibility metadata in MARC format?
   f. Koen: Not sure what situation is with national library in the Netherlands, but he can ask and can share on Basecamp.
   g. Kirsi: Most of the answers we got for the survey came from special libraries. The Finnish national library has made guides on how to use them but I don’t know that they are using them yet.
   h. Dalia: Our national library is using UniMARC not MARC so it is a problem.

IV. Expected completion year:?

   ii. Activity 2.2: Form a joint committee on IFLA online accessibility with LSN
      I. Yasmine and Kirsi met with LSN Chair, concerns about hybrid congress, IFLA needs to take into consideration points addressing hybrid congress.
      
      II. Update: Need to submit a report to IFLA by September

   iii. Activity 2.3: Webinar for libraries on establishing online distribution which can help a library to plan setting up such services
      I. Description: A series of webinars on online library systems
      II. Status: Done, but we were not able to publish webinar because we could not get the consent of one of the speakers. Possible idea is to remove that speaker’s section from the presentation and then publish.
III. Christiane: Very important to be engaged with webinars and we can raise this topic regularly and have a short look at different systems and present these more often.

IV. Irmgard: Do we know how many people attended this webinar?

V. Yasmine: I will give the number on Basecamp. My only concern is getting the consent of the speakers. IFLA will not let content be published without consent of speakers, there is an actual IFLA form for consent.

VI. Yasmine: The first webinar was very important and inspired a lot of questions and comments.

VII. Include this topic in the guidelines, include content? We could speak with the presenters and see if they could write something short to be included as best practices in the Guidelines. This could be documented somehow in the publication.

VIII. Kirsi: it is really important to have the recordings and it is really important to add the captions, maybe there is a system to add the captions automatically. The time differences will make it difficult for some people to attend.

IX. Linda: Recently started online delivery and would love to hear from other libraries.

X. Yasmine: it is important to provide captioning and the Zoom account we use provides automatic captioning but it requires a lot of editing.

XI. Koen: Is it the ambition to do more webinars on this topic in the coming months or year?

XII. Yasmine: Yes, that is the idea, it would be a series. Is that possible?

XIII. Christiane: Yes, I think it is possible, but it is a lot of work. At the moment I have someone who is starting an internship in November who might be able to help organize these things from November to January we can prepare.

iv. Activity 3.1: Satellite meeting in Rotterdam

I. Updates: working group is formed

II. Meeting will be held Friday August 18 and Saturday for half a day

III. The plan is to have plenary session in the morning and breakout sessions in the afternoon and plenary session again in the afternoon and Saturday an excursion and Saturday a dinner together.

IV. We are looking for members for the committee for the program/proposal committee and we have a communication committee and the location committee. Our next meeting for organizing is planned in the Netherlands on the 29 of September. We hope to have a script for a timeline. We have guidelines for how to organize a satellite from IFLA.
V. We also have a working group to scout the location in the area of Rotterdam and we will do that with Dutch people.

b) Ideas for new activities
   1. Other ideas?
   2. Recruiting new members: Timeline for electing new members is coming up soon, we will hear soon from IFLA. Some of us will be leaving and we need to secure new members and good regional representation.
      i. Koen: Sometimes we think members of LPD and members of the Standing Committee are the same thing.
      ii. Yasmine: we need a list of members and how to contact them.
      iii. Koen: the number is smaller and if the number is too small, IFLA begins to question the validity of the group. There is a listserv and maybe we can write to that to look for new members.
      iv. Christiane: I will have some numbers in the communications section.
      v. Kirsi: a webinar before the elections could be good outreach, we also have to be very clear on what is demanded from members of the Standing Committee.
      vi. Saskia: It used to be 70 or 80 members and now it is 40, can we compare the lists and ask why they left or see what people need to be members?
      vii. Christiane: We do have a list of the 40 members but I don’t know if anyone has the list of the past members and maybe because of data management, we might not be able to get the past list, but we can ask.
      viii. Koen: At the time of the old lists, it wasn’t necessary to have consent to share email or share names, but now it is mandatory to get consent.

6. Communications
   a. Social Media/Facebook: 367 people like the page, 393 followers
      i. We would like to have you as people who are writing on Facebook as well, more people participating and sharing activities
   b. Social Media/Twitter: 226 Tweets, following 48, 324 followers
   c. Social Media
      i. Overarching plan on national and international holidays and memories
      ii. Small working group making up a plan so to be present frequently
      iii. Sharing of work
      iv. More visibility, more awareness
   d. LPD-Newsletter
      i. Christiane: Interested in what we are thinking about the newsletter?
      ii. Yasmine: I think we are still in the process of having a decision over the newsletter, maybe we can have one issue a year and make it as simple as possible so we keep it but it isn’t as much work for the communication team. It can serve as a collection of what LPD has done throughout the year like a report or announce what is coming up like the satellite meeting.
iii. Christiane: Looking at the 139 subscribers it would be good to have something to send them. Maybe this is a discussion we will have with our first meeting with the communication group.

e. ifla-ldp@ifilists.org – 139 subscribers, we need to make a decision if we want to install it again and bring up news and/or information, are there volunteers, supporters?
   i. Volunteers: Irmgard, Saskia
   ii. Open up topics beyond holidays to include special events you are doing at your organizations
   iii. Jorunn: sharing things we are publishing in our libraries is interesting, we are struggling to get followers on our own social media, it is difficult
   iv. Jelena: we are publishing frequently on our Facebook, so it would be interesting to share local interesting activities, maybe to send a message we can all engage in our own communities, in our own countries, they are a result of what we are doing in LPD
   v. Dipendra: I don’t know if this would be duplication, but DAISY Consortium has a newsletter called DAISY Planet and some articles would be of interest, there could be a connectivity between the two, maybe could join the list of DAISY.

f. Online events
   i. We really want to have events, want to get some topics from the group
   ii. Chance to update and share topics within LPD.
   iii. Chance to raise topics we share and speak towards the rest of IFLA and beyond. Open sessions to present our work and requests.
   iv. Two working fields, two audiences.
   v. We need topics and speakers. Some may remember we had the topic of Alexa when we had RNIB and New Zealand and people liked that webinar, but we need more topics and more speakers, so please make suggestions for topics.
   vi. Please let Christiane know what topics you would like to include and share.

7. Midterm Meeting
   a. Face to face meeting, assuming March
   b. Location not fixed yet
      i. Dipendra: Can check with potential partners and if there is interest to travel beyond Europe, he can explore the possibility of meeting in India.
      ii. Irmgard: The date depends on the location, can we fix the date?
      iii. Yasmine: We usually have it not too early in February or too late in March but sometimes the date depends on the host.

8. Any other business
   a. Co-opting members and mentors and removing inactive members
      i. There is the opportunity to be a co-opting member or a mentor.
      ii. We can have a co-opting member for geographic reasons or to complete the number of members. Co-opting members serve for a two-year term
and need to renew if they want to serve for a second term. We need to have a call for members in coordination with IFLA. I would suggest we would start the process of co-opting members at the next term after we have established the Standing Committee to see what we need.

iii. Mentors are appointed by the chair but they do not have full rights like a Standing Committee member and they can serve for four years and only for one term. We can only appoint three mentors and they can join at any point, don’t have to wait for beginning of term at elections. We should address this at the point of the next term as well.

iv. Koen: Is there a spot on the IFLA website where we can read more about this? Yasmine: they haven’t published this, but I can share the information again so you can read more about it.

b. Removing inactive members: We should be thinking of removing inactive members and we are starting a new term, but if a member’s term is expiring soon, there is no need. If their term is continuing, Yasmine will start process of removal of inactive members.
   i. Kirsi: If a member has been inactive since 2021 they should be removed.
   ii. Saskia: Virginia quit, so it is only about two members that I see that might be inactive, so it might not be so many.

c. Kelsey: In Dublin we talked about ways to acquire books in Ukrainian, NLS had not shared books yet, but they are in the process of converting and soon will be able to share about 60 adult and children’s books in Ukrainian on ABC in the next month or two.

d. Kirsi/Dalia: Talked with a copyright expert in Dublin and talked about the collection that the Lithuanian library has received from Ukraine, it seems very promising that those titles will be able to be shared soon.

9. Closing