

Idaho Talking Book Advisory Committee Meeting
Wednesday, June 5, 2013
9:30 am-1:30 pm
Idaho Commission for Libraries
River Room

Meeting Purpose: To remain current with Talking Book Service items

Desired outcomes: By the end of the meeting, participants will:

1. Have photo taken for 2014 TBS calendar
2. Approve Postal Carrier of the Year Recognition recipient
3. Provide feedback on revised online catalog
4. Receive updates on NLS site visit and the Western Conference conference
5. Provide feedback on retrieving NLS magazine cartridges
6. Share member updates

Meeting leader: Sue Walker
Facilitator/Recorder Stephanie Bailey-White

Agenda

Meeting set-up: introductions, meeting purpose, desired outcomes, roles, agenda review, ground rules, decision making	Stephanie	<ul style="list-style-type: none"> • Present • Agree 	10 min.
Advisory Committee photo	Non ICfL members	<ul style="list-style-type: none"> • Smile!! 	20 min.
Postal Carrier of the Year Recognition	Sue Sebranek/ Mary Ellen Halverson	<ul style="list-style-type: none"> • Present • Discuss • Next steps 	30 min.
Revised Online catalog:	Sue/All	<ul style="list-style-type: none"> • Overview • Next steps 	30 min.
NLS updates	Sue/All	<ul style="list-style-type: none"> • Present • Clarify 	30 min.
Returning magazines	All	<ul style="list-style-type: none"> • Present • Brainstorm • Next steps 	30 min.
Break	All		25 min.

Guidelines update	Sue/All	<ul style="list-style-type: none"> • Present • Clarify 	20 min.
Member Updates	All	<ul style="list-style-type: none"> • Share • Discuss 	20 min.
Committee member appointments	All	<ul style="list-style-type: none"> • Present • Discuss 	15 min.
Next Steps	All	<ul style="list-style-type: none"> • List 	5min.
Meeting Review	All	<ul style="list-style-type: none"> • Plus/Delta 	5 min.

Attendees: Steven Bailey, Heidi Caldwell, Mike Gibson, Mary Ellen Halverson, Terri King, Jeanne-Marie Kopecky, Judy Mooney, Sue Niewenhous, Loretta Paine, Sue Sebranek, Sue Walker (meeting leader), Stephanie Bailey-White (meeting facilitator)

Calendar: The 2014 TBS calendar highlights various volunteer jobs. Since serving on the Advisory Committee is a volunteer job, a group photo of the non-ICfL members of the committee was taken to include in the calendar.

Postal Carrier of the Year: Mary Ellen and Sue Sebranek reported on the process. Seventy-three nominations were received. Sue Walker narrowed it down by half for the rest of the committee. The majority of nominations were from rural communities, and the choice was difficult. After ranking the nominations independently, the three members had three in common and narrowed that down to two for the advisory committee to consider. James Nef was selected by the group. Sue will contact the two nominators in Rexburg to set up an award date after mid-July, contact the post office there, and the media. Mary Ellen and Sue Sebranek indicated they would like to travel with Sue Walker to Rexburg to present the award.

Online catalog: TBS is updating the online catalog and has a prototype to explore at webopac.klas.com/id1aopac. Sue walked the group through some new features and sample searches. Members talked about how it works with screen readers. It works fine with JAWS and Natural Reader; didn't get a chance to try Window-ize.

Recommendations:

- The group likes the colors and information and found it easy to use over all.
- Heidi liked the exclusion symbols.

Specific suggestions for changes included:

- “Author sounds like” term could mean different things to different users. Perhaps use “Phonetic Spelling/Author Sounds Like” or “My Best Guess” – the group found this to be a useful feature and wants to keep it.
- Replace “Query” with “Search Terms” or “Search Words”
- Replace “Index” with “Search By”
- Replace “Medium” with “Format”
- Move the locally produced option higher on the menu

- List subjects alphabetically rather than by relevance
- Remove language info from sidebar menu
- Add “most popular” as an option on the results list
- Take narrator name off the brief results descriptions

Other comments:

- Make downloading in SHELF easier – fewer steps.
- The LiLI.org database site is terrible for screen readers.

NLS site visit: NLS site visit in April. A full report will be sent in the fall. The regional representative said she was impressed with the way TBS staff are integrated into all ICfL does.

Regional TBS conference: Sue reported on the conference held in Salem. Highlights:

- Braille literacy and Braille production were highlighted.
- People were encouraged to attend the Braille Summit in June.
- There were many discussions about smart phone compatibility with NLS books. A free i-phone app is being tested with hopes for a fall release.
- An Android app will be coming soon.
- NLS asked audio producers to share files (1,000 per year), and they will!
- NLS planning to convert 4,800 titles from cassette to cartridge next year.

Returning magazine cartridges: Sue and TBS staff reported on challenges getting magazines on cartridge returned in a timely manner. If magazines aren’t returned it causes many problems. The group brainstormed strategies for getting more back quickly:

- Explain the situation to patrons. Many are used to not having to return them and there will be a learning curve to get them used to the new process.
- Encourage patrons to download magazines from BARD.
- Remove habitual offenders from the “Good Standing List”.
- Don’t circulate cartridges to BARD users.
- Encourage users to read magazines first.
- Put a Braille “Read Me First” label on the mailing boxes of magazines.
- Include a statement in the guidelines that goes out to all new users about the importance of returning magazines in a speedy manner.

TBS guidelines: The process for revising the TBS Guidelines was discussed. ICfL needs to work through a Change of Rules so the Commissioners can approve any changes in circulation guidelines.

A member suggested including sound bites about the guidelines in newsletters. Sue said they may want to do some articles like “Ten Ways to Make Your Customer Service Representative Happy.”

Committee member Appointments:

- Mike Gibson and Mary Ellen Halverson will serve another three-year term.
- Barbara Nolen from CDA Public resigned from the committee, leaving a two-year position to be filled, preferably from northern Idaho.
- It was suggested seeking a representative from a Veteran’s Association.
- Twylla Reader from the Cooperative Library Network, or another library representative, was ranked the second highest priority.
- Other suggestions included a relative of a TBS patron, the VA Home in Lewiston, or someone from an assisted living center.
- Sue will follow up on those priorities and recruit a new member.

Members and TBS staff did their updates, next steps were reviewed, and the meeting was debriefed. Members said they liked going through the catalog features on the big screen and walking through them as a group.

Next meeting: Wednesday, September 4, 9:30 AM-1:30 PM. Idaho Commission for Libraries