

# Minutes of the Advisory Committee to the Blind and Physically Handicapped Library Services

## Mississippi Library Commission

August 18, 2011

The regularly scheduled meeting of the Advisory Committee to the Blind and Physically Handicapped Library Services, (BPHLS) division of the Mississippi Library Commission, (MLC) was held at the Mississippi Library Commission, 3881 Eastwood Drive, in Jackson Mississippi.

Call to Order: Chair Jan Hawthorne called the meeting to order at 10:25 a.m.

Introductions: Present were: Secretary Ralph Smitherman, Marlene Cockrell, Billy Mayfield, Billy Tannehill, Ed Hill, Charles Murray, Melvin Smitherman, Margaret Smitherman, Gloria Jimmerson, Jerry Roberts, Mike Chew, Cindy Nugent, Lee Cole, Alison Smitherman, Mike Smitherman, Harold Miller, Shirley Griffin, Gina Dyess, Karen Wallace, Nancy Beal, Shellie Zeigler.

Adoption of Minutes: The minutes from the February 2011 meeting stand adopted as distributed.

### Committee Reports:

Bylaws: No report.

Publicity: No report.

Technology Assessment: Jan Hawthorne mentioned the Wilson voice recorder created by the American Printing House. Price around \$32. Ralph mentioned the Boston Public Library concerning the scan book project.

Nominating: No Report.

A motion was made and seconded to adopt the committee reports.

Executive Director's Report: Sharman Smith was unable to attend due to a previous engagement. Shellie Zeigler moved to have the Library Advisory Committee meetings on the second Thursday of February and the second Thursday of August in the future; Melvin Smitherman seconded this motion; the motion passed.

Braille Writer Repair: Ed Hill reported that since the last meeting he has repaired 78 Perkins Braille writers, in time over 400 hours, in travel over 8000 miles. Since the Advisory meeting in

August 2010, 121 machines, 650 hours, over 13,000 miles in travel. Note, these numbers do not include the work Ed does for state agencies.

Friends of Handicapped Readers: Billy Mayfield reported that since March 1 through July, FOHR have volunteered 1087 hours. In addition Friends has purchased a new microphone and recording software for our recording booth. Much thanks goes to Melvin Smitherman for his assistance with installation and his volunteer hours!

Regional Librarian's Report: Shellie Zeigler thanked her staff for their effort and support.

Pratt/Smoot: We did celebrate this act in early March of this year; Roy Avers from APH was our guest. It has been determined that our library will host a Pratt/Smoot celebration every other year. Discussion ensued concerning the possibility of other groups hosting this celebration during the years the library will not be hosting it. A motion was made and seconded to set up a committee to develop a plan by which Pratt/Smoot can be celebrated; this motion passed. Committee members are: Billy Mayfield, Mike Smitherman, Karen Wallace, Lee Cole. This committee will need to have a plan in place by December of this year. Chair Jan Hawthorne appointed Billy Mayfield as chair of the Pratt/Smoot committee.

Collection: Since we last met NLS has offered 900 new titles; Gina has ordered 6,235 copies of said titles. Gina continues to mail out the first notice letters. Gina has also sent out 432 overdue notices. Jerry Roberts continues to purge the cassette collection.

BARD: Since the last meeting 29 patrons have been added making the total 238. A total of 5,464 books downloaded and 159 magazines. As of August 5 there are 22,636 books available through BARD.

New Patrons: Since February 1, to August 1, we have signed up 178 new patrons. The annual survey will be sent out in August.

Exhibits and Presentations: Cindy Nugent continues to do a good job with outreach projects. 18 venues were attended. These include: meetings, conferences, fairs, workshops. One 10-Squared celebration took place. The 2011 postal worker of the year award will be presented in January 2012.

Circulation: Since the last advisory meeting 1,703 titles have been added. Of these titles there are 7,828 copies. 93 cassette books have been sent in for repair which was under warranty. 1,451 cassette titles have been repaired locally. The library has mailed out 153 new patron packets. 4,165 mail cards have been mailed to Alabama. The contract between Mississippi and Alabama has recently been renewed. The library has circulated over 84,515 digital and cassette books. Over 422 DVD's and donated material have been circulated; 208 Braille books have been distributed. The contract with the Utah library concerning Braille books continues. Over

405 digital and cassette machines have been circulated. Locally, 266 cassette machines have been repaired.

Volunteers: In April, a volunteer recognition luncheon was held at this library; over 42 volunteers were recognized. Beginning in September, there will be a new USM intern.

Future Focus: That all recordings will be digital; we are getting away from analog. Local recordings will be maintained in gray boxes, while NLS books will remain in the blue boxes. We will strive to duplicate titles as necessary.

Announcements: Mike Chew announced that MIB had recently formed a non-profit foundation. The Addie McBryde Center will soon have use of the fourth floor. Karen Wallace announced the MAER conference would be held August 30 and 31, 2011. Sam Gleese mentioned the ADA advisory council which meets on the first Wednesday of each month in Jackson. Sam also mentioned that the city of Jackson has the 3 1 1 service. Shellie stated that the Winter issue of "THE READING LIGHT" was in the works. Ed Hill mentioned that Perkins Braille writers, that need repairs, could now be brought to four locations: videlicet, the lending library, the Addie McBryde Center, MIB and the Quisenberry library.

Date, Time, Location of Next Scheduled Advisory Committee Meeting:

Thursday, February 9, 2012, 10:15 a.m. Mississippi Library Commission in Jackson, conference room.

Adjournment: This meeting was adjourned at 12:48 p.m. central time.

Respectfully submitted by Secretary Ralph Smitherman.