

BANA Board Teleconference  
Tuesday, March 3, 2015  
1:00 p.m. EDT; 12:00 p.m. CDT; 11:00 a.m. MDT; 10:00 a.m. PDT

## **MINUTES (APPROVED)**

### **1. Call to Order**

Jennifer Dunnam, BANA chair, called the meeting to order. The following board members were in attendance:

Jennifer Dunnam, National Federation of the Blind (NFB), Chair  
Mary Nelle McLennan, American Printing House for the Blind (APH), Vice Chair  
Ruth Rozen, Hadley School for the Blind, Secretary  
Jackie Sheridan, National Braille Press (NBP), Treasurer  
Frances Mary (FM) D'Andrea, American Foundation for the Blind (AFB), Immediate Past Chair  
Dawn Gross, Alternate Text Production Center (ATPC)  
Sandra Ruconich, American Council of the Blind (ACB)  
Barbara Finkelstein, Associated Services for the Blind and Visually Impaired (ASBVI)  
Diane Wormsley, Association for Education and Rehabilitation of the Blind and Visually Impaired (AER)  
Nancy Niebrugge, Braille Institute of America (BIA)  
Peggy Schuetz, California Transcribers and Educators of the Blind and Visually Impaired (CTEBVI)  
Kyle Key, Clovernook Center for the Blind and Visually Impaired (CCBVI)  
Darleen Bogart, CNIB (Canadian National Institute for the Blind)  
Stuart Wittenstein, Council of Schools and Services for the Blind (COSB)  
Maryann Bartkowski, Horizons for the Blind  
Diane Spence, National Braille Association (NBA)  
Judith (Judy) Dixon, National Library Service for the Blind and Physically Handicapped, Library of Congress (NLS)  
Kim Charlson, Perkins

Susan (Sue) Reilly participated in her role as administrative assistant.

### **2. Welcome to new board member**

Kim Charlson was welcomed as the new board representative for Perkins.

### **3. Discussion of Process for Review of the 2015 revision of Braille Formats: Principles of Print To Braille Transcription**

In the interest of getting the document to those who need it as soon as possible, the review will be done in segments, each with its own deadline. The first four sections were sent out for review March 1, 2015. This is a combined technical and board review, since the document has already been extensively reviewed and since no new symbols have been added. Board members discussed the advantages of this method of review. One reason for this method is that funding from APH must be used by end of September.

The board aims to approve Formats 2015 at the May 2015 meeting. The following motion arose from a sense that the board may not be able to complete its approval at that meeting.

**MSC Darleen Bogart moved and Maryann Bartkowski seconded that the by-laws committee be charged to bring a recommendation for an amendment to the by-laws to create an expedited mechanism to allow for code changes under extenuating circumstances.**

**The motion passed unanimously.**

### **4. Appointment of Braille Excellence Awards Committee**

Sandy Ruconich presented on this topic. The committee is starting the process so the award can be presented (potentially) in 2015.

**MSC Jackie Sheridan moved and Peggy Schuetz seconded the motion to accept the following individuals as committee members: Anna Dresner, Karen Gearreald, Cay Holbrook, Debbie Willis, Darleen Bogart, and Sandy Ruconich**

**The motion passed unanimously.**

### **5. Arrangements for Spring Meeting**

Presented by Jackie Sheridan. Reviewed accommodations arrangements. More information is coming.

Discussion ensued about holding an open forum at the spring 2015 meeting. General consensus was that no open forum will be held.

A strategic planning session will also be postponed to the next meeting, but initial discussion about it will take at the spring meeting. Mary Nelle McLennan and Diane Wormsley will work on this.

### **6. Maintaining BANA's Corporate Status**

Jackie presented. The "990 postcard" has been filed and accepted to keep our tax-exempt status for the year.

### **7. Discussion of Review of Music Braille Code Revision**

Ruth Rozen presented. At this time, the revision has not been submitted to the chair. The media for the music braille code has been determined by vote during February.

## **8. Update from UEB Task Force**

### **a. Report to Council of Chief State School Officers (CCSSO)**

FM D'Andrea presented. The document/report based on the survey (reply rate 67%), the forum, and other activity, fulfils the requirements for the \$10,000 grant. The document was submitted for evaluation by CCSSO in fulfillment of the grant.

Jennifer suggests and FM agrees having the board look at the report by Friday 5/5/15, and then aim for consensus signing off on the document.

### **b. Activities for the coming year**

FM D'Andrea: activities are ongoing. Discussion ensued about a 2015 UEB Transition Forum meeting, with most agreeing that a meeting is worthwhile. The meeting would take place at the upcoming APH Annual Meeting (pending an OK from APH to be on the schedule).

"UEB Reader": Very popular and successful, around 1,000 copies sent. More copies are needed.

## **9. Update from Nemeth-UEB Task Force**

Jennifer Dunnam presented. In response to the charges given them by the board at the fall 2014 meeting, the chemistry committee, the tactile graphics committee, and the math committee have been discussing the provisional guidance for Nemeth in UEB contexts.

## **10. Update from Foreign Language Task Force**

FM presented. Aims to have a document ready for the May meeting.

## **11. Other business**

Peggy Schuetz: The CTEBVI conference is coming at end of March. Following this teleconference, the following information was provided by Peggy (3/6/2105 email):

BANA will share CTEBVI's table in the exhibit hall, both Nancy Niebrugge and Peggy Schuetz are reproducing quantities of two flyers and will have them available during the whole conference.

FM D'Andrea: What is the status of other documents that have been discussed at previous meeting(s): ELMP and Talking Graphing Calculator Guidelines. These are in process with Diane Wormsley.

## **12. Adjourn**

The meeting adjourned at 2:30 eastern time.

Respectfully Submitted,

Ruth Rozen