

BRaille AUTHORITY OF NORTH AMERICA

BOARD CONFERENCE CALL

August 23, 2010

Minutes -- Approved

Call to Order: Judy Dixon

BANA Chairperson Judy Dixon called the meeting to order at 1:00 p.m., Eastern Daylight Time.

The following Board Members participated in the conference call.

- Judith (Judy) Dixon, National Library Service for the Blind and Physically Handicapped, Library of Congress (NLS), Chair
- Susan (Sue) Reilly, California Transcribers and Educators of the Blind and Visually Impaired (CTEVBI), Vice Chair
- Mary Nelle McLennan, American Printing House for the Blind (APH), Secretary
- Bonnie Grimm, Braille Institute of America (BIA), Treasurer
- Kim Charlson, American Council of the Blind (ACB), Immediate Past Chair
- Frances Mary (FM) D'Andrea, American Foundation for the Blind (AFB)
- Jennifer Dunnam, National Federation of the Blind (NFB)
- Cindi Laurent, National Braille Association (NBA)
- Diane Wormsley, Association for Education and Rehabilitation of the Blind and Visually Impaired (AER)

Joanna Venneri participated in her role as Administrative Assistant.

No associate members participated.

Committee Reports

Chair Judy Dixon called for committee reports.

Braille Formats Technical Committee

Sue Reilly, Board Liaison to the committee, reported that she has asked the committee to confirm that they will have the materials and questionnaire ready by October 1 so the Board can review them at the October meeting. She is waiting on a response from the committee.

The committee has scheduled a face-to-face meeting at Perkins to review the data and resulting comments from the review of the proposed revised document.

The Board clarified that Dorothy Worthington is a consultant to the Braille Formats Technical Committee.

Ad Hoc Foreign Language Committee

Judy reported that a message was sent to BANA-All calling for reviewers of the proposed Foreign Language document. August 31 is the deadline for individuals to volunteer to review. To date, we have reviewers representing the following committees: Literary Braille, Music, Formats, Math, Standardized Tests, and Braille Research. We still need a representative to evaluate the document from perspective of the Early Literacy Learning Materials (ELMP) Committee. Dorothy Worthington and Susan Christensen will be reviewers representing other committees, and Diane Wormsley will be certain that they represent the ELMP Committee as well.

Tactile Graphics Technical Committee

Mary Nelle McLennan reported that the Joint CBA/BANA Tactile Graphics Committee is on schedule to submit the completed text of the revised Tactile Graphics Guidelines by the August 31 deadline. They are also finalizing the graphics for the supplement that will accompany the guidelines. After receiving the electronic version of the guidelines, Judy will send it to each Board member. The joint committee will provide hardcopies of the supplement to each Board member. The Board will review the revised guidelines and will need to act promptly regarding a decision on approval.

Changes in Committee Composition

Judy reported that, as a result of Eileen Curran's departure from the Board, several committee assignments will need to be adjusted as follows:

- Judy will assume the role of Board Liaison to the Computer Braille Committee.
- Diane Wormsley will replace Eileen on the Awards Committee. Judy will ask Darleen Bogart to chair the committee.
- Eileen will continue to work with the Foreign Language Committee.
- Jennifer Dunnam will assume the role of liaison to the Refreshable Braille Committee.

Board Review Process

The Board discussed the process we will use to review documents submitted by committees. If Board members have concerns, they are to bring them forward in an email to BANA-I.

Strategic Planning

Diane, Mary Nelle, and Judy are planning a conference call with Rosemary Kavanagh who will lead a strategic planning session on Monday, November 1 as part of our fall Board Meeting. They will provide Rosemary with a comprehensive review of our strategic planning work to date.

Research Report

Kim Charlson, Frances Mary D'Andrea, and Judy reported on the NUBS evaluation survey, which ends on August 31. To date, we have received 60 on-line responses, between 140 and 200 hardcopy braille responses, and a few hardcopy print responses.

The Research Committee will meet next week and will consider the review process for the new Formats document.

Treasurer's Report

Bonnie Grimm reported that invoices for membership dues have been resent.

She also reported that the issue about the 2008 and 2009 ICEB dues is still unresolved.

Bonnie will provide information to Judy and Sue in order to have their names added to the account.

GC: The Board agreed that an external vendor will be used to prepare BANA's end-of-year financial report.

Frances Mary agreed to pay the \$25.00 for the NBA ad and submit documentation for reimbursement to Judy, who will approve it and forward it to Bonnie.

Bonnie asked that all mail to her be addressed to her home address on Fontana Avenue.

Memorial for Warren

Mary Nelle provided clarification about the proposed donation to the American Printing House for the Blind in memory of Warren Figueiredo. She confirmed that a fund has been established to hold donations toward a stone honoring him on the Wall of Tribute in the Hall of Fame of Leaders and Legends of the Blindness Field.

MSC: Kim Charlson made a motion that the Board contribute \$100.00 to APH in memory of Warren Figueiredo and that this contribution be designated as a donation toward a stone in his honor on the Wall of Tribute.

Press Releases

Sue Reilly reported that she has drafted two press releases that are almost ready to be sent for review. She continues to have difficulty with the logo. She also indicated that she needs more information on the math changes in order to compose a press release announcing them. She will contact Cindi Laurent and Dorothy Worthington to clarify the content of that release.

The Board discussed the priority order in which press releases should be developed and distributed.

GC: The Board agreed that the next release should be the announcement of the fall Board Meeting and the Open Forum. A release on the math changes should be the second one produced this fall.

Other topics to follow include an announcement of newly-appointed members, an announcement about the award nominations, and an announcement of new associate members, which should also include an explanation of the benefits of associate membership.

Publications Committee

Mary Nelle reported that the committee has made progress on the development of comprehensive publication specifications, but that it has been difficult to schedule conference calls this summer. Because of this, combined with the difficulty of completing this kind of work via phone meetings and email, the committee has recommended that a subcommittee of the Publications Committee meet face-to-face to complete the major portion of the work that remains. September is the tentative target date for this meeting.

Dates for Spring 2011 Board Meeting

The Board discussed potential dates for the spring meeting, which will be hosted in Cincinnati by the Clovernook Center.

GC: The Board determined that, at this point, Friday, April 1, through Monday, April 4, are the most practical dates.

Other Business

Judy asked for other items of business. No other topics were presented.

The meeting was adjourned.