Draft Minutes of the DAISY Annual General Meeting June 23, 2020

**Location:** The meeting was hostedon the Zoom plaform

# 01 Welcome and Meeting Arrangements

Richard Orme provided some housekeeping information concerning captions, arrangements for voting, and described how observers can ask questions and make comments using the Zoom features.

Maarten Verboom (MB), Chair of the Board of the DAISY Consortium opened the meeting and welcomed the presence of so many Members, Friends, individual supporters, and external observers.

# 02 Attendance and Apologies

## 02.01 Voting Members Present

Maarten Verboom, Dedicon
Brad Turner, Benetech
Geraldine Lewis, Blind Low Vision NZ
Diane Bergeron, CNIB
Fernando Pinto Da Silva, DAISY France Group
Minna von Zansen, Finnish DAISY Consortium
Thomas Kahlisch, MEDIBUS
Scott Labarre, National Federation of the Blind
Michael Katzman, National Library Service for the Print Disabled
Michael Wright, Nota
Francisco Martínez Calvo, ONCE
Alison Long, Royal National Institute of Blind People
Elin Nord, Swedish DAISY Consortium
Flavia Kippele, Swiss DAISY Group

## 02.02 DAISY Consortium Staff Members Present

Richard Orme, Chief Executive Officer
George Kerscher, Chief Innovations Officer
Avneesh Singh, Chief Operating Officer
Dave Gunn, technical support for this event

## 02.03 Apologies

Apologies were noted from Arne Kyrkjebø, Norwegian DAISY Consortium and Hiroshi Kawamura, Japanese DAISY Consortium.

## 02.04 Welcome to Associate Members, Friends and Guests Present

More than 100 people from Associate Members, Friends and individual supporters are registered for the Annual Meeting. Maarten noted that this is far too many to list them all, but mentioned the long list of countries that are represented from around the world.

# 03 Acceptance of the Agenda

The draft agenda was sent out at the beginning of May.

No other business was notified.

**Decision**: By a vote of the eligible members present the agenda previously circulated was unanimously approved.

# 04 Confirmation of the Scribe

Maarten Verboom proposed Richard Orme as the scribe. The proposal was accepted.

# 05 Review and Approval of the Minutes of the 2018 General Meeting held in Geneva, Switzerland on May 28, 2019

There were no questions or comments on the draft minutes.

**Decision**: By a vote of the eligible members present the minutes of the 2019 General Meeting held in Geneva were unanimously approved without any changes.

# 06 Annual Report 2019

## 06.01 Annual Report: Overview

Richard Orme introduced the annual report, which provides an opportunity to describe and celebrate the DAISY Consortium, the progress of our projects and the achievements of our members.

The report records our board meetings that were held in Geneva where we interacted with WIPO, the UN agency responsible for the Marrakesh Treaty. And also the meetings held in California’s Silicon Valley, where we interacted with the big tech companies, Apple, Amazon, Google and Microsoft. Richard expressed thanks to SBS and Benetech for being the DAISY host organizations for those meetings.

In the annual report we give brief progress reports on our tools, special projects, and technical training and support. And we include member spotlights to demonstrate how interesting developments and service innovations are happening around the world. The DAISY Consortium is the organization to share information about these great advances, to discuss challenges and opportunities, and learn from each other.

Richard informed the meeting that the voting members and observers all have been provided a copy of the draft Annual report, and no comments or corrections have been received till this point in the meeting. If approved by the AGM, the report will be finalised with a front cover, and will be published on the DAISY website at least in Word and EPUB formats. Richard observed that the report provides a exciting account of the work of the DAISY Consortium in 2019, and will be useful for potential members and funders to learn about the organization’s work.

## 06.02 Annual Report: Financials

The Financial Report is part of the Annual Report, and this was presented by Michael Katzmann, Treasurer for the DAISY Consortium. The 2019 year concluded with an operating surplus of USD 52K. Since the policy is to set the capital reserve to USD 300K, this surplus will be added to the Strategic Reserve, available for the board to allocate projects going forward. Michael gave a breakdown of how we spent our funding, and where the incoming funds came from.

Considering 2020, Michael noted that much of the work of the Consortium continues despite the pandemic, since our team is already configured for distance working. The Technical Training activities that involve travel and face to face training is affected.

Michael explained that the auditors have examined the accounting records and financial statements, and their report to the General Meeting recommends that the financial statements be approved. Maarten informed that the Board meeting yesterday discussed the Financial Statements and recommended to the General meeting that they be accepted.

There were no questions.

**Decision**: By a vote of the eligible members present the financial statements for 2019 were approved.

## 06.03 Approval of the Annual Report 2019

**Decision**: By a vote of the eligible members present the draft annual report for 2019 was approved.

# 07 Discharge of the Board for 2019

By discharging the Board of Directors, the General Meeting formally approves the Board’s action in the year 2019.

**Decision**: By a vote of the eligible members present the board’s actions in 2019 were approved, and the board was discharged.

# 08 Decision on the Membership Fees for 2021

Maarten explained that the Board’s recommendation to the General Meeting was that the membership fees for 2021 remain unchanged. The proposal means that the fee structure would be as follows:

* Full Members: USD 34,206
* Associate Members: USD 3,425
* Friends: Developers: USD 3,425
* Friends: Educators, Advocates, Publishers: USD 1,000
* Friends: Individual Supporters: 150
* Entrance Fee for Full Members: waived

**Decision**: By a vote of the eligible members present the membership and joining fees in all categories for 2021 will remain unchanged.

# 09 New and changing memberships

**Decision**: By a vote of the eligible members *Blind Low Vision NZ* are welcomed as Associate members of the DAISY Consortium from January 1, 2021.

Furthermore, during the year the President makes provisional decisions regarding the admission of Associate Members and Friends. These are to be ratified by the General Meeting. This year we welcomed the following organizations to the DAISY family:

**Fenix Editorial** is a new Brazilian company created in 2020 by 3 partners that already have a large experience in Editorial and Accessibility services, converting books to accessible formats (DAISY, EPUB3, Braille, HTML) for the last 14 years. With FENIX, they are now dedicated to developing new solutions in the fields of digital publishing and accessibility.

**Microsoft**’s mission is to empower every person and every organization on the planet to achieve more. The tech giant is a long time collaborator with the DAISY Consortium. In 2004 a summit of international leaders from agencies serving the reading needs of people with print disabilities was convened at Microsoft’s corporate headquarters, in Redmond, Washington, USA. The summit was called, "Libraries for the Blind and Print Disabled: Moving Toward a Digital Future" and in 2020 the digital future is here for many of us. It is wonderful to welcome Microsoft back as a Friend of the DAISY Consortium.

**Pearson** is described as the world's leading digital learning company. They provide content, assessment and digital services to learners, educational institutions, employers, governments and other partners globally, operating in 70 markets worldwide. The company is making use of standards and tools developed by DAISY, including EPUB and its accessibility specification, Ace, SMART and the DAISY accessibility knowledge base.

**Vinvision Technology** is a manufacturer of digital audio and eBook players, based in China. This company is dedicated to helping visually impaired people access to content with intuitive and high quality product solutions. Their vision is: assistive technology for better life and harmonious society. The company mission is to make content more accessible to people who desire for social engagement and life independence. The company’s values are: integrity, innovation, inclusiveness, respect & responsibility.

**Decision**: By a vote of the eligible members present the President’s provisional decision to admit the new Friends presented was ratified.

# 10 Location of the General Meeting 2021

Maarten announced that the next General Meeting will take place in Madrid, Spain in conjunction with the postponed ICEVI/WBU General Assemblies, with a provisional date of May 25, 2021.

Francisco said that ONCE would welcome everyone to Madrid, hoping that everything goes as planned.

# 11 DAISY Consortium Showcase

The general meeting received an presentation showing the diverse work of the DAISY Consortium’s staff and members to deliver our shared mission. A video recording has been made available [on YouTube](https://youtu.be/WQkz1ddbON4) and is available on request.

# 12 Close of meeting

There was no other business, and the meeting was closed.