# DAISY Consortium logoMinutes of the DAISY General Meeting27th June 2017

**Location**Hotel NH Den Haag, The Hague, Netherlands

Note: these minutes were approved at the DAISY Annual General Meeting on June 12, 2018

# 01 Welcome and Meeting Arrangements

Jesper Klein (JK), Chair of the Board of the DAISY Consortium opened the meeting at 2pm and welcomed the attendees.

Jesper Klein introduced the General Body meeting and explained the process

The General Meeting documents are sent to the membership in advance.

The DAISY Consortium has different categories of membership, and full members have voting rights. At this time these are 18. During introductions the members should state their names, organization and about their voting rights.

# 02 Attendance and Apologies

## 02.01 Voting Members Present

1. Benetech (US): Brad Turner (BT)

2. Blind Foundation (NZ): Neil Jarvis (NJ)

3. CNIB (CAN): Margaret McGrory (MMG)

4. DAISY France (FRA): Alex Bernier (AB)

5. Dedicon (NED): Maarten Verboom (MV)

6. Finnish DAISY Consortium (FIN): Markku Leino (ML)

7. Japanese DAISY Consortium (JPN): Misako Nomura (MN)

8. Library of Congress / NLS (US): Michael Katzman (MK)

9. MEDIBUS (GER): Thomas Kahlisch (TK)

10. National Federation of the Blind (US): James Gashel (JG)

11. National Library for Individuals with Disabilities (KOR): In-hahk Lee (IL)

12. Norwegian DAISY Consortium (NOR): Arne Kyrkjebø (AK)

13. Nota (DEN): Michael Wright (MW)

14. ONCE (ESP): Francisco Martínez Calvo (FMC)

15. Royal National Institute of Blind People (UK): Steve Tyler (ST)

16. Swedish DAISY Consortium (SE): Jesper Klein (JK)

17. Swiss DAISY Consortium (SUI): Flavia Kippele (FK)

18. Vision Australia (AU): Andrew Furlong (AF)

## 02.02 DAISY Consortium Staff Members Present

19. Avneesh Singh, Chief Operating Officer

20. George Kerscher, Chief Innovations Officer

21. Richard Orme, Chief Executive Officer

## 02.03 Apologies Received

Apologies were noted from Hiroshi Kawamura. Misako Nomura represented Japanese DAISY Consortium in his place.

## 02.04 Associate Members, Friends and Guests Present

Associate Members, Friends and guests introduced themselves:

Fernando PINTO da SILVA (EDRLab), Geert Ruebens (the Flemish library for print disabled persons), Alexandre Munck (Dorina ), Pedro Milliet (Dorina), Fredrik Schill (Textalk), Jens Halvarsson (Textalk), Daniel Ainasoja (Kolibre), Bernhard Heinser (Access for All), Manuela Pohle (DZB), Falk Beerten (Sensotec nv), Frank Allemeersch (Sensotec nv), Noel Duffy (Dolphin), Steve Bennett (Dolphin), Karel Raven (Solutions Radio), Laurette Uzan (AVH), Monica Halil (WIPO), Mr. Gerard Cornet (Christian Library for the Blind), Mrs. Marja Geevers (National Library of the Netherlands), Mrs. Titia Zwarts (Ministry of Education, Netherlands), Lynda Chung (Hong Kong Society for the Blind)

# 03 Acceptance of the Agenda

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

# 04 Confirmation of the Scribes

Jesper Klein proposed Avneesh Singh as scribe. The proposal was accepted.

# 05 Review and Approval of the Minutes of the 2016 General Meeting held in Stockholm, Sweden on 16th May 2016

**Decision**: By a vote of the eligible members present the minutes of the General Meeting held in Stockholm in 2016 were unanimously approved without any changes.

# 06 Annual Report 2016

## 06.01 Annual Report: Proceedings

Jesper Klein introduced the topic by saying that annual report is a legal requirement and it is also a marketing tool. He stated that the work of embedding accessibility in the main stream and collaboration of main stream with the DAISY libraries is amazing. It involves a lot of hard work and strategic decisions.

Richard Orme explained the new format of the annual report, which highlights the good work done by the member organizations along with the work of the DAISY staff.

Thereafter Richard Orme, George Kerscher and Avneesh Singh gave the presentation for the achievements of DAISY Consortium in year 2016.

## 06.02 Annual Report: Financials (AK)

Arne Kyrkjebø presented the financials included in the draft Annual Report. He explained that the financial report consists of balance sheet, income & expense statement and audit report.

The capital at end of 2016 was USD 293 k, with is 54 k more than the capital at the end of 2015, which was 239 k. In Doha board meeting (November 2014), the board had raised concerns about the balance between the income and expenditure, and time was given to the management team to work on a plan to bring the balance back.

He said that he is happy to report that management has succeeded in balancing the budget, and it was really good work. He added that a new Treasurer will be elected at this General Meeting and he will be stepping down after 8 years and he is happy to hand over the accounts of the organization with healthy budget to new treasurer. He clarified that he will remain Treasurer till end of 2017 and the new treasurer will officially take over in January 2018.

Jesper Klein thanked Arne Kyrkjebø for his work as the Treasurer for last 8 years.

## 06.03 Approval of the Annual Report 2016

The Board of the DAISY Consortium recommends to the General Meeting that the submitted Annual Report for 2016 be approved by the General Meeting.

**Decision**: By a vote of the eligible members present the Annual Report was unanimously approved by the General Meeting.

# 07 Discharge of the Board for 2016

A legal requirement; by discharging the Board of Directors, the General Meeting formally approves the Board’s action in the business year 2016.

**Decision**: By a vote of the eligible members present the Board of the DAISY Consortium was unanimously discharged by the General Meeting.

# 08 Decision on the Membership Fees for 2016 and Entrance Fee for Full Members

The Board recommended that the fees coming into effect on 1st January 2018 remain unchanged from 2017, namely:

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: USD 30,000

**Decision**: By a vote of the eligible members present the proposed schedule of fees was unanimously approved by the General Meeting.

# 09 Ratification of decisions concerning Associate Members

Jesper Klein explained, when a new associate member joins, then as a president he will take interim decision to approve it, and it will be presented to the next General Meeting for ratification.

Jesper Klein also informed the General Meeting about the change in the status of DAISY friend, Pyxima, which was active in the online arena and provided services to many DAISY members in Europe. Pyxima's business has been taken over by Sensotec NV from Belgium. He also introduced Sensotec NV representatives Frank Allemeersch and Falk Beerten.

Jesper proposed that the General Meeting ratifies his interim decisions that Sensotec, Melinda Melcher and Nicholas Hoekstra are admitted to the DAISY Consortium

**Decision**: By a vote of the eligible members present the proposal was unanimously approved by the General Meeting.

The General body welcomed Sensotec NV as DAISY Friend.

# 10 Amendments to the Articles of Association

Jesper Klein introduced the proposal by stating that it concerns the authority to sign. Since this relates an amendment in the Articles of Association the decision requires 80% votes.

Richard Orme explained that the proposal was requested by DAISY board in November 2016, and the proposed amendments were sent to the voting members in advance.

**Decision**: By a vote of the eligible members present the proposed amendments to the Articles of Association were unanimously approved by the General Meeting.

# 11 Election of the Treasurer

Jesper Klein introduced the only candidate for the Treasurer, Maarten Verboomm from Dedicon. He stated that Maarten is a DAISY Consortium board member since 2001, he is director of Dedicon and has good understanding of managing finances of organization and DAISY Consortium will greatly benefit from his experience and skills.

Maarten Verboom thanked Jesper for his kind words. He stated that he is in the DAISY board from 2001, DAISY Consortium has achieved a lot over this period and he feel great that he is a part of it. In 2001 the main objective was to migrate the organizations from analog to digital audio and all did it in a wonderful way. We provided a great way to print disabled to access information. Then we integrated text with audio DAISY. And 7/8 years ago EPUB 3 started. It is a great achievement to integrate accessibility in the main stream standard. Now we also have the first ever accessibility specification for EPUB. It is a great start for a wonderful future.

He mentioned that Arne Kyrkjebø had already given briefing of finances, he is happy to take over at stage of healthy finances. But there is a challenge, the work of DAISY Consortium is much bigger than our resources. But the staff, board members and friends are putting together their collective efforts to achieve our common goals, which may look impossible to achieve. He is looking forward to working with the staff, board members and the finance committee to achieve the common goals.

Jesper Klein proposed the general body to elect Maarten Verboom for the treasurer for next 4 years (2018-2021).

**Decision**: By a vote of the eligible members present the general body unanimously approved Maarten Verboom as the Treasurer of DAISY Consortium for 2018-2021.

# 12 Location of the General Meeting 2018

Jesper Klein announced that the next General Body meeting will take place in Leipzig, Germany. The date is June 12, 2018. The General Body meeting will also be followed by a technical conference on June 13, 2018.

# 13 Any Other Business

Maarten Verboom briefed about the practical arrangements of the Better Together conference.

Jesper Klein invited the representatives of Sensotec NV for to introduce their company.

Frank Allemeersch and Falk Beerten from Sensotec introduced Sensotec NV by saying that the company was founded 31 years ago with view of providing inclusive education. They worked with Institute for Blind and other organizations for it. They work on making all information accessible to blind and Dyslexic persons. In last 30 years they have grown into a company with 40 people, and always kept the focus on the target group. They have become DAISY Friends this year, and are working in DAISY market with NLB and other DAISY members. They will continue the work that Pyxima did for the DAISY community.