**Minutes of the DAISY General Meeting
May 28, 2019**

**Location**WIPO, Geneva, Switzerland

Note: these minutes were approved at the DAISY Annual General Meeting on June 23, 2020

# 01 Welcome and Meeting Arrangements

Jesper Klein (JK), 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.

He recalled the mission and vision of the DAISY Consortium, the culture of sharing, and the purpose of the General Meeting. He reminded attendees that a lot of interesting information about the DAISY Consortium is on the website.

# 02 Attendance and Apologies

## 02.01 Voting Members Present

Elin Nord, Swedish DAISY Consortium

Scott Labarre, National Federation of the Blind

Diane Bergeron, CNIB

Alison Long, Royal National Institute of Blind People

Brad Turner, Benetech

Francisco Martínez Calvo, ONCE

Andrew Furlong, Vision Australia

Hyunjung Oh, National Library for Individuals with Disabilities

Minna von Zansen, Finnish DAISY Consortium

Flavia Kippele, Swiss DAISY Consortium

Michael Wright, Nota

Thomas Kahlisch, MEDIBUS

Hiroshi Kawamura, Japanese DAISY Consortium

Geraldine Lewis, Blind Foundation

Michael Katzman, Library of Congress / NLS

Alex Bernier, DAISY France

Maarten Verboom, Dedicon

## 02.02 DAISY Consortium Staff Members Present

Richard Orme, Chief Executive Officer

Avneesh Singh, Chief Operating Officer

George Kerscher, Chief Innovations Officer

Dipendra Manocha, Director of Developing Countries Programme

## 02.03 Apologies

Apologies were noted from Norwegian DAISY Consortium (NOR): Arne Kyrkjebø (AK)

## 02.04 Associate Members, Friends and Guests Present

Associate Members, Friends and guests introduced themselves:

Rolande Emery, SBS Swiss Library for the Blind, Visually Impaired and Print Disabled, Switzerland

Steve Bennett, Dolphin, UK

Noel Duffy, Dolphin Computer Access Limited, UK

Lynda Chung, Hong Kong Society for the Blind, HKSAR, China

Laurette Uzan, Association Valentin Haüy AVH, France

Laurence de Roquefeuil, Association Valentin Haüy AVH, France

Cristina Mussinelli, Fondazione LIA (Libri Italiani Accessibili), Italy

Fredrik Schill Textalk, Sweden

Pedro Milliet, ED5 - Editorial 5, Brazil

David Clarke RNIB, United Kingdom

Nicolaas Faasen, ABC Board member, South Africa

Haipeng Hu, BrailleOrch, China

Luc Maumet, Accessible Book Consortium (WIPO), France

Rita Cheung, Hong Kong Society for the Blind HKSAR, China

Yuka Nagashima, Helen Braille Music Library, Japan

Shinko Nagashima, Helen Braille Music Library, Japan

Gautier Chomel, Editadapt, France

Fernando PINTO da SILVA, DAISY France, France

Shuping Wo, China Braille Press, China

Qian Zhang, China Braille Press, China

Alexandre Munck, Fundação Dorina Nowill, Brazil

Victoria Owen, ABC Board member, Canada

Kirsi Ylänne, Celia/IFLA LPD, Finland

Susanne Dyna Knudsen, Nota, Denmark

Rolande Esaiasson, Nota, Sweden

Hannes Kaden, Deutsche Zentralbücherei für Blinde Leipzig (DZB), Germany

# 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 was unanimously approved.

# 04 Confirmation of the Scribes

Jesper Klein proposed Richard Orme as the scribe. The proposal was accepted.

# 05 Review and Approval of the Minutes of the 2017 General Meeting held in Leipzig, Germany on 12th June 2018

There were no questions or comments on the draft minutes.

**Decision**: By a vote of the eligible members present the minutes of the 2018 General Meeting held in Leipzig were unanimously approved without any changes.

# 06 Annual Report 2018

## 06.01 Annual Report: Proceedings

Richard Orme introduced the annual report, which describes the achievements in 2018 of the DAISY Consortium in the three domains of *Supporting the DAISY community*, *Extending the DAISY community*, and *Enabling accessible mainstream publishing*.

Supporting the DAISY Community includes providing expertise and technologies to support accessible reading services. Avneesh Singh spoke about the suite of tools created for DAISY members. DAISY Pipeline 2 is an automatic production tool for EPUB and DAISY content, and in 2018 the theme was stability first. So, there were incremental releases of Pipeline, with critical bug fixes, an improved graphical user interface, and new conversions that had been requested by members. Obi is the audio book production tool for DAISY and EPUB 3 content deployed widely around the world. In 2018, features were implemented that had previously been requested through a member survey. The focus was to improve productivity and usability. Updated language packs for French and German were also added. Tobi is the full audio, full-text production tool for DAISY and EPUB content. There was a maintenance release of Tobi, introducing incremental features that had been requested by members. These tools are the backbone of many member services and are also used in the capacity building projects.

Richard Orme then spoke about the work to extend the DAISY community, to expand accessible reading services in developing and industrialized nations. In 2018 the DAISY Consortium further extended the capacity building program. Working closely with the Accessible Books Consortium, training, validation, and technical support was delivered in many South Asian countries. New contracts were also secured for projects in Argentina, Botswana, Indonesia, Mongolia and Vietnam. Marrakesh Treaty implementation workshops were supported in the United Arab Emirates, Malaysia, and Kyrgyzstan.

George Kerscher then described the work related to enabling accessible mainstream publishing. In 2018 the three-year project funded by the Google Impact Challenge was concluded. This project began with establishing a baseline for accessibility for EPUB, which includes a specification for accessibility metadata. Once we had the agreed specification, it was then possible to create the Ace tool, the Accessibility Checker for EPUB, which has been widely successful in being adopted by publishers and distributors. Then in 2018, VitalSource was the first distributor to implement an accessibility icon in their online catalog, making it possible for consumers and librarians to read an accessibility summary and get detailed information about accessibility features.

Finally, Richard Orme concluded by noting that the Annual Report includes spotlight features from around the DAISY community. DAISY’s achievements were only possible with the support and collaboration of Members and Friends. There are many opportunities to participate in working groups and mailing lists, and the team welcomes suggestions of other ways that DAISY can help member organizations to fulfill their missions.

Jesper Klein led a round of applause in appreciation of the work of the DAISY staff team.

## 06.02 Annual Report: Financials

The Financial Report is part of the Annual Report, and this was presented by Maarten Verboom, Treasurer for the DAISY Consortium. The 2018 year concluded with an operating surplus of USD 62K, leaving an overall reserve USD 417K. This is made up of capital reserve of USD 300K and a Strategic Reserve of USD 117K. The auditors have examined the accounting records and financial statements, and their report to the General Meeting recommends that the financial statements be approved.

There were no questions.

**Decision**: By a vote of the eligible members present the financial statements for 2018 were approved.

## 06.03 Approval of the Annual Report 2018

The President will present the Board’s recommendation to the General Meeting concerning the approval of the Annual Report for 2018.

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

# 07 Discharge of the Board for 2018

By discharging the Board of Directors, the General Meeting formally approves the Board’s action in the year 2018.

**Decision**: By a vote of the eligible members present the board’s actions in 2018 were approved, and the board was discharged.

# 08 Decision on the Membership Fees for 2020 and Entrance Fee for Full Members

The Board’s recommendation to the General Meeting was that the membership fees for 2020 remain unchanged.

**Decision**: By a vote of the eligible members present the membership and joining fees for 2020 will remain unchanged.

# 09 Ratification of decisions concerning Members

Since the last General Meeting, the President made the interim decision to accept as Associate Members the *BC Libraries Cooperative National Network for Equitable Library Services* (Canada) and *Digital Literacy Trust* (Kenya).

**Decision**: By a vote of the eligible members *BC Libraries Cooperative National Network for Equitable Library Services* (Canada) and *Digital Literacy Trust* (Kenya) are welcomed as Associate members of the DAISY Consortium.

Jesper also recognized that since the last General Meeting we have new Friends *ED5* (Brazil) and *textBOX* (UK and USA), and new Individual Supporters *Roger Firman* (UK) and *Debbie Cook* (Australia).

# 10 Election of the President of the Board

Jesper Klein explained that due to changes in his employment situation, he is unable to continue beyond the end of June 2019. A new President will be elected to take up this position. There was one candidate, Maarten Verboom from Dedicon.

**Decision**: By a vote of the eligible members present Maarten Verboom was elected as President of the DAISY Consortium from July 1, 2019 to December 31, 2023.

Maarten and Jesper exchanged gifts to mark the occasion. This included the ceremonial handing over of the “DAISY Tie”.

# 11 Election of the Treasurer

With Maarten Verboom’s election, there is a vacancy for the position of Treasurer. There was one candidate, Michael Katzmann from Library of Congress.

**Decision**: By a vote of the eligible members present Michael Katzmann was elected as Treasurer of the DAISY Consortium from July 1, 2019 to December 31, 2021.

# 12 Location of the General Meeting 2020

Jesper Klein announced that the next General Meeting will take place in Madrid, Spain in conjunction with the ICEVI/WBU General Assemblies, with a preliminary date of June 22, 2020.

# 13 Any Other Business

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