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GLA-LSPD Meeting Minutes  
(amended 10/28/2020)

Meeting Date: September 23, 2020

Meeting Time: 11:00 a.m.

Minutes Taken by Priscilla Dickerson & Asha Hagood

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**Attendees:** Chaundria Campos, Priscilla Dickerson, Kim Echols, , Virginia Fullwood, Vanessa Garofalo, Asha Hagood, Vanessa Meadows, Will Smith, Beverly Williams

**Call to order:**

A **Library Services for People with Disabilities** interest group meeting was held online via Google Meet. The meeting was called to order by Asha Hagood.

**Approval of minutes:**

Minutes were not available from the August 26th meeting thus the Agenda from that meeting was read, reviewed and approved by Asha Hagood (President). The ***motion*** for approval was seconded by Chaundria Campos.

**Reports/Updates:**

**Best Practices Programming Guide (Asha Hagood):** The guide was shared to the group by Asha Hagood in a follow-up email. Asha is waiting to see if GLA conference committee will include and distribute the guide with conference literature.

**Social Media updates (Chaudria Campos )**

- Welcomed Will as the new Content Curator
  - Begins on October 5th
  - Onboarding process being developed
- Updates to website should be complete by October 1st
- Anyone can send content to [lspd.gla@gmail.com](mailto:lspd.gla@gmail.com) for inclusion on social media
- Members are invited to submit short blurbs on how they have advocated for accessibility in their organizations. The blurbs will be presented on the group's social media platforms. Blurbs should be sent to the **attention of Chaundria Campos** at [lspd.gla@gmail.com](mailto:lspd.gla@gmail.com)

**Officer Nominations:** Nominations are currently being accepted for the following officer roles:

- Vice Chair
- Secretary
- Editor/Social Media Admin

The link for the [2020/2021 GLA LSPD Officer Nomination form](#) was emailed to everyone by Asha Hagood. Members can also retrieve the nomination form from the LSPD GLA Interest Group Forum. The Nomination form will close the first week in October.

## **New Business:**

**GLA Forums:** Asha Hagood provided an overview for the GLA Forums and discussed posted LSPD topics. Members were encouraged to utilize GLA Interest Groups forums for the purpose of discussing, planning, and sharing information related to important LSPD issues.

**Action Item:** The link for the [GLA Interest Group Forums](#) will be shared by Asha via a follow-up email.

**Webinar Training Project:** Meeting purpose is to lay the groundwork and plan the creation of a webinar and training. The training will be based on the Accessibility Knowledge Survey which was circulated throughout GLA and other Georgia library networks by Chaundria Campos. The focus of the survey is to gain a better understanding of GLA's professional development goals in relation to providing services to persons with disabilities.

## **Discussion Layout:**

- **Suggestions** on ways to present webinar training :
  1. Through the Carterette Webinars series
  2. Purchase pre-developed training and materials.
  3. GLA YouTube
  4. Zoom
- **Delivery suggestions:** Asynchronous
- **Project Deadline:** Mid November 2020 (November 16<sup>th</sup>).
- **Project Goal:** Toolkit & Webinar Training for adaptive technology and accessibility covering five categories based on survey results. Chaundria provided an overview of the [Accessibility Knowledge Survey](#) results.
- **Project Scope:** Using various modules, focus on promoting adaptive technology and accessibility info to the greater public.
- Webinar will be promoted to library workers and library users
- **Categories/Topics:**
  - Cognitive/Neurodivergent (**Chaun & Vanessa G.**)
  - Visual (**Asha & Kim**)
  - Hearing
  - Mobility
  - Learning impairments
  - Legalities (**everyone**)
- **Format:** 15 minutes training modules
- Members were encouraged to work together on creating, developing and curating content for selected topics.

**Action Item:** Asha will develop the Project Scope and email draft by September 30<sup>th</sup>

**Action Item.** Kim Echols will research to discover pre-developed resource materials that can be used for the Training Webinar and Best Practice Guides.

**Action Item:** Asha Hagood will create and share the [LSPD Training Webinar Planning](#) document and the Best Practices Program Guide in a follow-up email.

**Adjournment:** Meeting was adjourned by Asha Hagood @ 12:00 p.m.

**Next Meeting will be held October 28<sup>st</sup> at 11:00 a.m.**