

# Meeting Minutes: Communication Center Advisory Committee Meeting

Date: 1/17/24

Minutes prepared by: Joua Lor

Location: Zoom

## Attendance

* Members: Steve Jacobson, Catherine Durivage, Lynn Johnson, Diane Dohnalik, Tom Heinl, Rocky Hart
* SSB Staff: Dave Andrews, Jeff Behl, Jay Maruska, Joe Papke, Brianna (Bri) Holeman, Angela Bodensteiner,
* Absent: Catalina Martinez, Ryan Strunk, Frank Eller

## Meeting Minutes

* Steve J. called the meeting to order at 2:02 pm.
* Catherine D. motioned to approve the November 27, 2023 meeting minutes as e-mailed.

Tom H. seconded. All members approved the minutes as mailed.

## SSB Staff Update

* Lisa Rogers is the new Marketing and Outreach Coordinator.
* Jeremy Hoke is the new Facilities and Safety Supervisor.
* Jeff Johnson, Electronics Technician, resigned.
* Interviewed for Audio Services librarian, doing background check and hope to make an offer soon.
* Braille office specialist ongoing interviews with 6 candidates.

## Radio Talking Book (RTB) Broadcasting (Dave Andrews)

* Broadcast 24 hours/365 days on a schedule – schedule is available on the web.
* Streaming can be access online – mnssb.org/rtb – select listen button on the webpage for current live streaming.
* Archive is available for a week after broadcast.
* Can also access on android app and Apple iOs app – Playstore to download free app “Radio Talking Book” and make sure it says Minnesota.
* Also available on Alexa Skill (Google action was stopped because of the google play action discontinued).
* Working on version to speed up and slow down on Archives and newspaper readings.
	+ What about lengthening the archive time? Possible but it is the logistics behind it and staff capacity.
* SSB purchased Amazon Echo Dots and give out to people who need them – contact Ronnie Washington.
* Development cycle – ideas to make the development better comes from users.
* Receive money from the TAMM Fund is administered by Minnesota Department of Commerce to pay for apps development (android, Alexa skill and Ios) and the NFB Newsline.
* Advisory committee submit any ideas and thoughts on app development to Dave A.

## Future Meeting Agenda

* Explore NFB Newsline
* Demonstrate RTB broadcast streaming on Alexa skill
* Send Steve J. any ideas

## Preview Reports

* Angela B. emailed the most recent development update and Dave A. will include in Preview Reports.

## Next Meeting and Adjourn

* Tentatively scheduled next meeting for Tuesday, March 26 at 2:00 pm.
* Rocky H. motioned to adjourn the meeting. Tom H. seconded. All members approved to adjourn the meeting at 2:50 pm.

**Communication Center Advisory Committee Preview Reports**

January, 2024

# Audio Services

It’s with mixed emotions that I share Audio Services will begin interviewing applicants for our Librarian/Information Resource Specialist position the week of January 8th. We’re still grieving the loss of our friend and colleague Dan Gausman and want to honor his memory, but the position is a vital one for our customers who use our services - and Jeff Behl’s librarian skills are weak at best. We hope to find a real librarian with exemplary customer service skills to continue the high standards Dan set.

We are currently working on recording multiple textbooks for multiple college – aged students. Subjects include Law, Social Welfare, Mental Health, and Yoga, and there are more in the pipeline. It’s a busy Winter Semester!

On January 10th we recorded a Somali – English legal terms translation audiobook. It’s 41 minutes long, marked alphabetically for digital navigation. One of SSB’s Workforce Development counselors rented the services of a Somali translator to do the recording, which took place in booth 20 at the Communication Center. The counselor’s client is in the process of studying for a certification exam for court interpreting.

# Braille

Braille Services Provided to Minnesota Students

Kindergarten through Grade 12

From 07/01/23 To 1/10/24

* **Number of students served: 38**
* Number of braille titles purchased from other states:                    **70**
* Number of braille titles newly transcribed by CC:                         **109**
* Number of braille titles reproduced and reused by CC:       **154**
* **Total number of braille titles provided:                                   333**

Number braille pages purchased from other states**:               96,353**

* Number of braille pages newly transcribed by CC:                 **6,368**
* Number of braille pages reproduced and reused by CC:     **74,330**
* **Total braille pages provided to Minnesota students:     177,051**

# Development

* In October of 2023, I was elected for a 2 year term on the State of MN:  DEED: Diversity, Equity, Inclusion and Accessibility Committee
* FFY20024 Annual Fund (from 10.01.2023 to 12.28.2023) has resulted in just over a total of $40,700 which included 347 gifts from 341 donors.  To date in FFY2024 we have not received any Endowment gifts.  Not included in this total is a $20,00 grant we received today from The Saint Paul and Minnesota Foundation.
* As of 12.28.2023 the November Direct Mail Solicitation has resulted in 241 gifts totaling $18,200 from 240 donors.
* We participated and implemented a Give to the Max Day back on 11.16.2023
* I am starting to work on concepts for the April 2024 Planned Giving Newsletter

# Engineering

Electronics Technician Jeff Johnson has resigned from SSB. We are currently working on filling the position.

We, SSB, have placed just over 1000 audio books on NLS BARD. The Braille and Talking Book Library has placed over 300 more Minnesota-related books there.

We are still close to releasing new versions of our RTB iOS and Android apps. We have discovered a few glitches, through testing, so need to fix them prior to release. Work continues on moving the Braille unit to the new KLAS software.

# Radio Talking Book

Long time intermittent broadcaster, MaryBeth Redmond, has transitioned to full-time broadcasting. She and Michael La Fleur will rotate as the a.m. broadcaster with Michael taking the lead Sunday through Thursday and MaryBeth broadcasting Fridays and Saturdays as well as recording other programs and processing books for air.

We also hired and have been training Hope Boos, a new intermittent broadcaster and excellent reader.

There is two small scheduling changes:

* Snippets (Sundays at 6 a.m.) will be replaced by The Curious Mind—*science and esoterica from Scientific American and other sources*.
* The Curious Mind’s current slot (Sundays at 1 p.m.) will be replaced by a new program, **Rolling Stone**—*featuring readings from Rolling Stone magazine*.

The RTB web page has been updated, as has the Alexa Skill. The Android and iOS apps will be updated when the next version comes out – which should be soon.

# Braille and Talking Book Library

## MBTBL News

Work has finally started on the lower level space where the library will store the majority of its collections, duplication station and other materials. We are very excited to soon be able to unpack our many boxes of stored materials, especially our stored large print books.

We have space on the main floor at our new location where we will have a small collection of large print books, print/braille books, and other materials.

Since there is limited onsite staff, please contact us before visiting. We are working on offering online appointments in the future.

## NLS News

### NLS BARD and BARD Mobile

* The next Many Faces of BARD program will be on Thursday, January 11, 2024 at 6:00 p.m. CST.
* The topic will be an open forum with the NLS Download technical support team about questions related to any BARD device. The program is via Zoom and will be recorded. [**More information is available on the NLS webpage**](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.loc.gov%2Fnls%2Fnews-and-updates%2Fmany-faces-of-bard%2F&data=05%7C02%7Cdavid.b.andrews%40state.mn.us%7C687dbd2e268e4d7c2d2908dc0d3fae90%7Ceb14b04624c445198f26b89c2159828c%7C0%7C0%7C638399814354758756%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=bS4sogzmJS6k8x4EASon3rdxJ8%2FwWV4%2BVGdb1SKsaME%3D&reserved=0) ([**https://www.loc.gov/nls/news-and-updates/many-faces-of-bard/**](https://www.loc.gov/nls/news-and-updates/many-faces-of-bard/)).

### Magazines

* The magazines, *Dogster* and *Catster,* are no longer available as a print publication, so they will no longer be offered through the library.
* *Harvard Men’s Health Watch* is now available in audio via BARD or magazine on cartridge service. The magazine offers “timely information in the new age of men’s health and medicine.” Contact the library to receive this publication by mail on cartridge.

### Erica C. Vaughns NLS Aspiring Leaders Internship Program

* The National Library Service for the Blind and Print Disabled (NLS), supported by the National Library for the Blind Endowment, offers a paid internship that offers individuals who are legally blind the opportunity to gain work experience and explore career options working in the areas of collections building, program delivery, and business oversight and management.
* Application details can be found at [**www.loc.gov/nls/about/internship-program**](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.loc.gov%2Fnls%2Fabout%2Finternship-program&data=05%7C02%7Cdavid.b.andrews%40state.mn.us%7C687dbd2e268e4d7c2d2908dc0d3fae90%7Ceb14b04624c445198f26b89c2159828c%7C0%7C0%7C638399814354758756%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=l7cuc2pM4O2qxREua0uu%2FcmU30WxhY3D358Vw4w%2F%2Fyg%3D&reserved=0). The deadline for the summer 2024 session is March 1. All interns will work remotely.