

BRAILLE LIBRARY AND TRANSCRIBING SERVICES INC.

6501 Watts Rd.; Suite 149

Madison, WI 53719

Board of Directors' meeting Minutes

March 13, 2025

1. Call to order and president's report: President Patricia Herrling called the meeting to order at 9:30AM. Members present: Dorothy

Brar, Lori Hanson, Melody Moore, Sue Nelson, Constance Risjord and Joan Sholdt. Sandra Adams was absent. Staff in attendance: Aaron Konkol and Sue Danz.

President's Report: Patricia and Sue Nelson plan to attend a career-readiness fair at the Wisconsin School for the Blind and Visually Impaired in May at which time they will explain our services to students, parents, teachers and others who are in attendance. RSVP has also asked BLTS representatives to talk about our services and history on a Zoom call on June 25. Patricia is willing to do so but would like another person to assist her.

2. Approval of Minutes: The minutes of December 12, 2024 were approved with 2 corrections.

3. Treasurer's Report: As of March 4

Balance: Checking Account: \$38,733.46; Money Market: \$10,791.59; Mutual Funds: \$100,262.81; Total: \$149,788.16.

We did not need to borrow any funds from the Mutual Fund Account in 2024. No files were needed to be filed with the DFI of Wisconsin. She will file the 990's shortly.

4. OFFICE MANAGER'S REPORT: Aaron has completed the Annual Report and updated our web site by including the titles of the books newly transcribed.

New covers need to be purchased, and the prices have risen from \$1.00 to \$1.40, and we need to buy 500 at this time. He will continue to search for a lower cost.

5. BRAILLE COORDINATOR'S REPORT: Transcription for clients increased during 2024 mostly due to material requested by Barbara Miller's Amish library.

She will contact the Wisconsin Council of the Blind and Visually Impaired to remind them of our services. It was suggested that some of the Board and / or staff visit the ABLE offices in Milwaukee.

6. COMMITTEE REPORTS:

6.1. Education: There are two students in the braille class who are doing quite well. Both learned of us through RSVP. Patricia will seek some speakers to come in to talk with the students to increase their knowledge of blindness and also the use of braille in their lives.

6.2 FUNDRAISING: Community Shares is planning to perform an audit of itself and then make a decision regarding which groups, if any, will be added to their list of recipients. This will take approximately one year before we will know if we will be included.

A summit will be held in May for those interested in learning more about grant writing. Aaron plans to attend and BLTS will provide mileage expenses for his trip to Brookfield for mileage.

Some other groups who we should contact for grants were: Roots and Wings, Reach Out and Read, and the Madison Development Corporation.

6.3 LIBRARY: We have acquired some children's print books from the Madison Reading Project which we will use for our print braille collection. The Thrivent Corporation has also donated funds to purchase books which we will transcribe for our library. Lynn Mack has been the facilitator for this project.

6.4 PUBLICATIONS / NEWSLETTER:

"Dear Pearl" should be distributed around April 15 with articles similar to previous issues.

An email should be sent to members announcing our May 6 Spring meeting in early April.

7. NEW BUSINESS: Our annual meeting will be held on May 6 at Imperial Gardens, beginning at 11:30. The menu will be similar to that of our 2024 luncheon choices of last year. A representative from Wisconsin Braille will be the speaker and elections will be held.

7.2 NOMINATING REPORT: Proposed slate of officers: President, Patricia Herrling –2025-27; Vice President, Melody Moore – 2025-26; Secretary, Karen Perzentka, -- 2025-27. Board of Directors: Joan Sholdt – 2025-27; Constance Risjord – 2025-26.

8. ADJOURNMENT: The meeting adjourned at 10:55.