

Montgomery County Public Libraries Accessibility Advisory Committee

Thursday April 10, 2025
6:30 - 8:30 pm
Virtual Teams Meeting
Meeting ID: 219 069 861 007
Passcode: 6rN7bv7B
[Teams Link:](#)

AGENDA

- Welcome, New Members, & Introductions — Richard Bell-Irving
- Approval of the December 2024 meeting minutes — Yasmin Reyazuddin
- Library report; what's needed from the AAC — Elizabeth Lang
- Library Board report; 2025/2026 budget — Tim Lighter
- ADA updates/report — Matt Barkley
- General discussion:
 - Where/How does/should the AAC provide value; best ways to measure success
 - Proposal to pilot a "read to a dog" for adults who have intellectual or developmental disabilities (current is only for children)
 - Enoch Pratt Free Library & Maryland State Library Resource Center Spring 2025 Conference: May 27 (virtual) and May 28th (in person). [Information](#)
 - December meeting action items follow-up
- Assign responsibilities, set the next meeting date and adjourn

AAC Committee Members:

Leadership:

- Richard Bell-Irving, CHAIR (Learning Disability Association of Maryland/Montgomery County)
- Debbie Brown, VICE-CHAIR (Sligo Creek Chapter of the National Federation of the Blind)
- Yasmin Reyazuddin, SECRETARY (Individual)

General Membership:

- Nadia Abouraya, (Individual)
- Cindy Buddington, (Independence Now)
- Jane Carona, (National Capital Area Chapter of the American Council of the Blind)
- Jonina Duker, (Individual)
- Francie Gilman, (Individual)
- Wendalyn Hovendick, (Individual)
- Barbara King, (Individual)
- Joyce Plaxen, (Individual)
- Serena Kemp, (Individual Guest)

Support Members:

- Matt Barkley, (County ADA Compliance Officer)
- Elizabeth Lang, (Assistant Facilities and Accessibility Program Manager)
- Jill Lewis, (Individual)
- Tim Lighter, (Library Board Chair)

SUPPORT PAGE:

DECEMBER Meeting ACTION ITEMS:

1. Tim will send us the Board's letter to CE Elrich about the World Collections and budget.
2. Elizabeth will send us information about recent staff trainings that address disability, including descriptions of the trainings, and if possible, how many staff took them (both online and in person classes?).
3. AAC members can speak with Director Graham about staff training, to ask if there are any gaps in training or in specific branches getting the training, so we can recommend other trainings.
4. AAC members will send Richard recommendations regarding services, programming, policies and collections for adults with intellectual and developmental disabilities (IDD) to pass along to Elizabeth; Joyce will contact Elizabeth for a conversation.
5. Matt will send Elizabeth info about Medicaid and other possible funding sources for the IDD programs and policies committee, since Medicaid requires that 51% of time in programs is to be in public spaces for social engagement with the community, and they may have some funds to support that.
6. AAC members can provide input to Matt about library facilities for Matt to focus on for the FY2026 budget.
7. Matt will call Christiaan Blake about Metro Access problems with drivers going to the wrong library and to clarify that Metro Access should drop off and pick up at the main entrance for the Rockville Library on Maryland Avenue — at the Town Square pullout.
8. Richard will work with Regina to schedule a meeting with Director Graham.
9. The March AAC meeting will be re-scheduled, and Richard will poll people about dates for the next meeting using an accessible app; Francie will send Richard some recommendations for apps to use.

Team Meeting Computer/Phone Tips:

For computer users

Toggle mute = ctrl + shift + m

Temporarily unmute = ctrl + spacebar

Raise/lower hand = ctrl + shift + k

Webpage: Microsoft has a [page devoted to accessibility tools for Teams](#), which has links to the keyboard shortcuts, information about captioning, reducing distractions in Teams, customizing the view, [using Teams with a screen reader](#) and more, for those who want to explore further.

For callers

*1 Privately play a description of the available commands.

*3 Privately play the name of each participant in the conference.

*4 Mute audience or return mute control to participants. Important: Turning off audience muting does not unmute individual participants. When you turn off audience muting, participants hear a message explaining how to unmute themselves.

*5 Raise or lower your hand (there may be a delay before this is visible to other participants)

*6 Mute or unmute your microphone.

*9 Enable or disable announcements for participants entering and exiting the conference. Announcements are heard by everyone in the meeting

*22 Mute all participants except the organizer.