

**OPENING DOORS**  
*(and hearts!)*  
**TO ACCESSIBILITY**



*An inclusivity webinar*



# Today's Agenda

- Accessibility and DEI
- Tips for Digital Accessibility
- Hybrid Meetings for Everyone
- President Bob Balk Shares Observations



# Accessibility Means Many Things

Accessibility Is Belonging in Action

- Beyond ramps and microphones
- Includes culture, religion, food, and participation styles
- Belonging is the outcome metric



*Who feels fully seen here?*



# Accessibility = Belonging

Accessibility Is Belonging in Action

- Recruitment brings people in
  - Belonging keeps Communities
  - Notice who is - and isn't - at the table
- Representation builds trust and relevance
- Inclusive clubs look like the communities they serve



# Food, Faith & Participation Matter

## Invisible Barriers We Can Remove

- Clearly labeled, culturally diverse food
- Religious observance awareness
- Quiet reflection/prayer space
- Multiple engagement formats (not just open mic)



# Rotary Leadership Through Inclusion

Belonging Builds Stronger Clubs

- Accessibility increases retention
- Diverse voices strengthen service
- Inclusion creates future leaders
- Culture is built by design, not by accident



***Accessibility is not a checklist. It is a culture.***



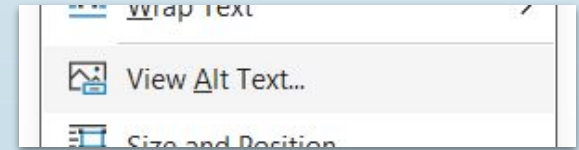
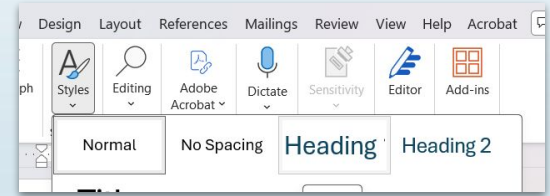
# Digital Accessibility - Basics

- Accessibility helps us all whether permanent or temporary need
- What could someone need?
  - **Visual** -> could use a screen reader or braille keyboard, tools to increase text for low vision, need audio
  - **Hearing** -> need subtitles/transcripts
  - **Motor** -> navigate by keyboard
  - **Cognitive** -> dyslexia
- Rotary article: [Make your club communications accessible](#)



# Digital Accessibility - [How-To Guide](#)

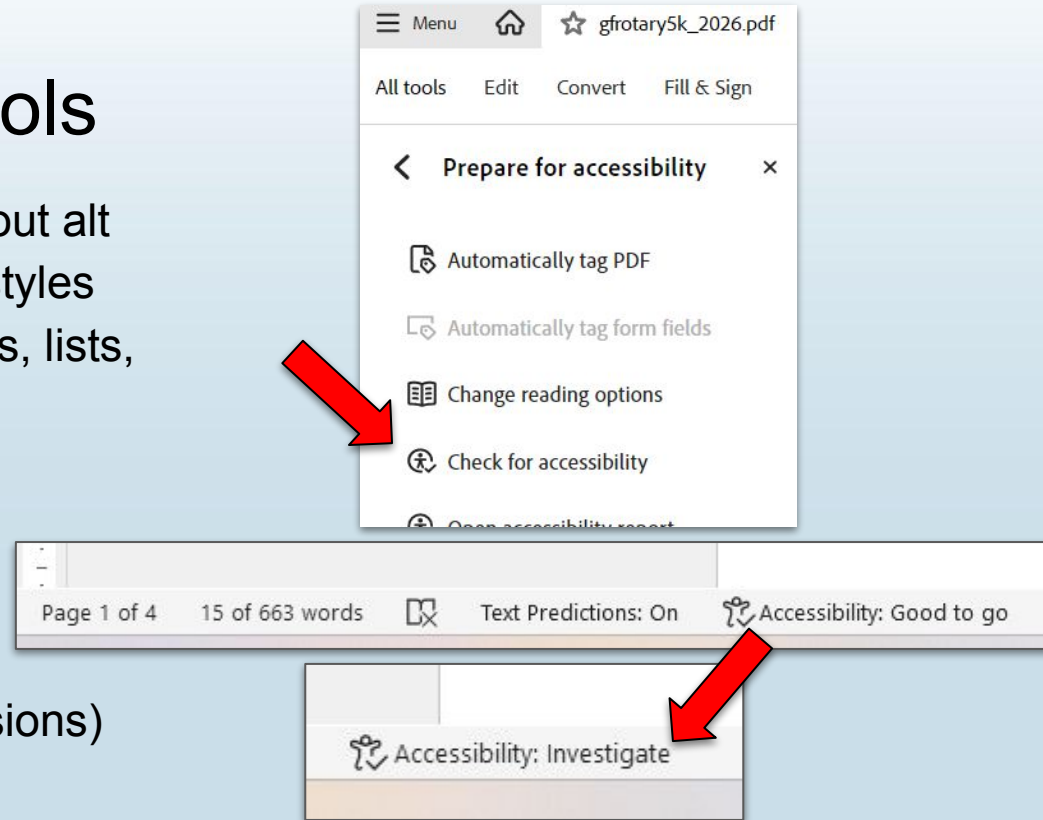
- **Font:**
  - *Types:*
    - **Arial, Calibri**, or other **sans serif** fonts: [Font Guide](#)
    - Can use **Times New Roman (serif)** or others, check size and display
  - *Size:* minimum size of **12 pt**
- **Color:** high degree of contrast
- **Headings:** Heading 1, Heading 2,...
- **Alt text:** images and graphics should be described, or marked as decorative
- **Videos:** captions or transcripts
- **Links:** provide descriptive text (use descriptive text to explain, not 'click here')
- **Tables:** use table tool; header row at top, no split/merged cells, no blanks
- **Lists:** use the tool, don't just type: 1. A. -



# Digital Accessibility - Tools

- Catch issues such as images without alt text, contrast color issues, use of styles (Heading 1, Heading 2, etc.), tables, lists, etc.
- Built-in Checkers & Guides:
  - [Microsoft Office](#)
  - [Adobe PDFs](#)
  - Google [Docs](#) & [Slides](#) (extensions)
  - [Canva](#)

Best practice is to pay attention to accessibility while building!



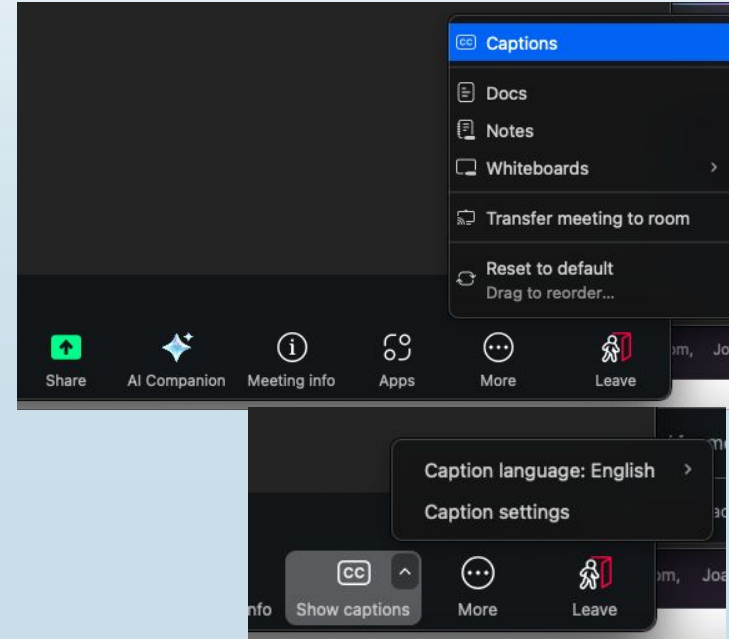
# Designing Hybrid Meetings for Everyone

- Accessibility doesn't stop at the room — it extends to everyone joining remotely.
- Hybrid meetings expand participation (mobility, distance, caregiving, health)
- Remote participants deserve an *equal* experience — not a secondary one
- Accessibility in hybrid spaces improves engagement for *all* attendees
- Small technical choices make a big difference



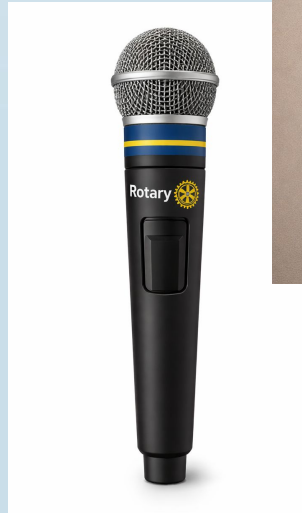
# Practical Tools for Better Hybrid Access

- **Turn on Closed Captioning (Zoom or platform settings)**
  - Helps those with hearing impairments or non-native English speakers follow along
- **Invest in Smart Audio/Video Equipment**
  - Enhances the meeting experience, better audio quality
- **Make Remote Participants Visible**
  - Assign someone to monitor chat
  - Pause intentionally for remote comments/questions



# Simple AV Habits That Make a Big Difference

- **Use the Microphone — Even If You Think You Don't Need It**
- **Be Mindful of Whiteboards & Visuals**
  - Ensure strong color contrast
- **Face the Room When Speaking**
  - Helps with lip reading and audio clarity



# CNY Rotary President Bob Balk

- Six-time paralympian and paralympic medalist
- Shares experiences/ observations while traveled across CNY.



# QUESTIONS?

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CNY  
**Rotary** 