



MICHIGAN HEALTH SCIENCES
LIBRARIES ASSOCIATION

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MHSLA

Executive Board Meeting Minutes, May 26, 2015

In attendance:

Keith Engwall
Melanie Bednarski
Jennifer Bowen
Mark Chaffee
Mary Hanson
Gina Hug
Andrea Kepsel
Iris Kovar-Gogh
Ellen O'Donnell
Merle Rosenzweig
Sandy Swanson

Via Anymeeting/Phone: Jeni Bluhm and Stephanie Swanberg

Call to order – Meeting called to order at 10:12 am

Approval of minutes– Motion to approve by Mary Hanson, second by Merle Rosenzweig, motion carries.

President's remarks – Keith reported on the MHSLA Board listserv discussions – Discussion via the Board listserv on procedures for inviting general membership to attend remotely. Discussion via the Board listserv regarding two requests for passwords. Discussion via the Board listserv regarding requests from CE instructors to audit another CE class. Keith also noted the first reciprocal student member has joined.

By-Laws – Mary Hanson- Reported on the prospective change to the bylaws to allow the Treasurer and Secretary to serve two consecutive terms. Motion to submit a change to the bylaws to allow the Treasurer and Secretary to serve two consecutive terms to general membership for vote by Mary Hanson, second by Jill Turner. Motion carries. Discussion regarding revising bylaws for nominating committee to get each area group on the ballot for equal representation, tabled for the next meeting.

Archives – Ali Konieczny –no report.

Treasurer – Jill Turner – Report is on the wiki –current checking balance is \$23,920.18. 2015 conference expenses and incomes are starting to arrive. The CD will rollover in July,

the interest rate is below 2%. Discussion regarding finding a better rate, Jill will investigate. Discussion regarding getting a MHSLA credit card. Jill noted that Bank of America is a pain in the ass to deal with. Any credit card company will require a personal member to provide personal information, which is not feasible. Discussion on a prepaid credit card of \$100 for petty cash situations, instead of a member paying out of pocket and then getting a check cut for reimbursement. Jill will investigate getting a prepaid Visa for petty cash situations.

Committee reports

Audit – Marilyn Kostrezewski–no report – Jill noted she will meet with Marilyn in July to turn the books over for the audit.

Communications – Mark Chaffee –newsletter will come out within the next few days.

Conference Planning

Local Arrangements 2015 – Jeni Bluhm-Reporting on fees for the conference for board approval. The whole conference for a MHSLA member to be \$250, which includes the special event on Thursday. One day attendance on Thursday, including the special event to be \$150. One day attendance on Friday to be \$100. Melanie Bednarski motions to accept the proposed conference fees, Mary Hanson seconds, motion carries. Discussion regarding special event extra tickets cost to be \$50. Non-member cost will be \$50 additional dollars for the entire conference, or the selected day.

Education 2015 - Stephanie Swanberg- Holly Burt has withdrawn from the conference completely, Beth Layden the director of GMR has assured the committee that GMR will provide a CE instructor. GMR will send a rep to do the GMR update as well. Scholarship information was sent in April, with two applicants both from WSU. The member scholarships will be announced soon. Calls for posters and speed dating will go out in June.

Local Arrangements 2016 – Toni Janik-no report.

Education 2016 – Jill Turner-The committee met over the phone regarding the keynote speaker and want to focus on the ACA and what the practical implications are, now that it's 5 years old. Working on getting a speaker from CHRT, however Marianne Udow-Phillips is not available. Discussion regarding the conference schedule and moving the Keynote speaker to a different day to accommodate speakers schedules.

Membership – Iris Kovar-Gough- Reporting on Wild Apricot trial period, it is working well for a membership database. She compared the pdf directory and the excel file directory and found many discrepancies, so going forward, Iris recommends using Wild Apricot for the membership directory. Discussion regarding buying Wild Apricot for a year with the membership and registration modules. Discussion regarding local groups using the product as well. Motion by Merle Rosenzweig to purchase Wild Apricot at group/basic level at \$40 a month, second by Mary Hanson. Iris also noted we have the fist reciprocal

student member. Discussion regarding promoting Midwest as another reciprocal membership opportunity for students. Andrea Kepsel will follow up with Midwest.

Nominating – Gina Hug – Reporting on the slate, nobody volunteered for president elect, Heidi Schroeder for Secretary, Nominating committee is Elizabeth Bucciarelli, Mark Chaffee, and Bethany Figg. Gina Hug motions to accept the presented the slate, second by Jill Turner, motion carries.

Outreach – Merle Rosenzweig – Merle will be working on a brochure to share at professional functions.

Resource sharing - group purchasing –Merle Rosenzweig – The NLM duplicate books are still available and Merle would like to send the last of the shipments out by the end of June. StatRef group purchasing committee will meet soon, and they should have a list of selected titles by September.

Vendor relations – Sandy Swanson – Two vendor slots are filled for conference. The committee is still working on filling the other sponsorship slots. Discussion regarding MeL and GMR getting a reduced or free slot as they are non-profits. Motion by Jill Turner to wave fee for MeL and GMR, second by Mel Bednarski, motion carries. Discussion regarding GMR rep attending a CE to audit the course or charging if CE credit is wanted.

Regional Reports – Due to time constraints, see the wiki for Regional Reports per Keith Engwall.

Other business –

Lack of Health Sciences curriculum - Discussion about a discussion at MDMLG on lack of job candidates for open positions due to lack of medical library specialist classes at the local universities. Discussion on presidents of MDMLG/MHSLA organizations to meet with Deans/Faculty to promote the health sciences library classes. Discussion regarding creating a taskforce for Outreach Committee to engage local universities and MHSLA members to provide students with opportunities in health librarianship. Discussion regarding have a colleague connection during the conference for student scholarship attendees and new member scholarship attendees.

Password management – discussion regarding tracking the passwords for various services, like Wild Apricot, SurveyMonkey, etc. Discussion regarding password manager and back ups. Andrea will follow up with who has what password. A creating a unified document similar to a calling tree.

Adjourn – 12:50 Mary motion Andrea 2nd.