



Attendance: Mel Bednarski, Jen Bowen, Jessica Sender, Andrea Kepsel, Barb LaTarte, Merle, Val Long, Kristina Olsen, Jennifer Barlow, Elizabeth Lorbeer, Emily Ginier,

Absent: Jill Turner, Mary Hanson, Heidi Schroeder, Ali K.

1. Call to order **Jennifer Bowen**

10:03 call to order

2. Approval of minutes **Heidi Schroeder**

Motion to approve: Mel, seconded: Jessica

3. President's Remarks **Jennifer Bowen**

Happy new year, thanks to attendees and call ins.

4. Bylaws **Mary Hanson**

Jennifer Barlow giving report.

Stay tuned, hasn't thought of right wording to replace problematic word in calculating/tabulating vote in survey monkey not manually. Working on it.

5. Archivist's Report **Alison Konieczny**

Absent.

6. Treasurer's Report **Kristina Olsen**

Balance: 9366.64\$, fixed term 18, 384.51\$

7. Review of Committee Reports

a. Audit **Marilyn Kostrzewski**

Nothing yet.

b. Communications **Andrea Kepsel**

Published newsletter in December. Found no procedure manual for the communications committee, hoping to write one this year. Including publishing the newsletter three times a year, call in march for submissions.

Looking for options for new web platform, wants to move away from coding and have one that is more WYSIWYG – easier to use, nice layout, and accessible. May ask for help when more concrete plans in order.

c. Conference Planning

i. 2016 Education Jill Turner

Jen reporting on her behalf. Final education budget and big picture, under budget overall by 2419.87\$. Report is on wiki in the 2016 conference folder.

ii. 2017 Local Arrangements Merle Rosenzweig

Report in the wiki, October 13th -16th Friday – Monday schedule. But Friday is for Midwest board only. schedule going to be similar to last years joint conference, have a limited schedule in the report. Wants to have a panel discussion to talk about curriculum changes and accreditation and librarian role, wants to have deans of med education or medical school speak. Panel on Monday.

Exhibits on Sunday all day and ½ day on Monday, poster session on Monday. Business meeting for Midwest on Monday.

Question: when does MHSLA want their business meeting? Maybe Sunday?

Have committees planned and staffed – details on wiki.

Question: Is MHSLA okay offering some CEs for a charge like MidWest does? MHSLA pay CE accreditation fee/clearing house fee and it appears to be “free” to members because its already rolled into the conference fee.

Liz Lorbeer: just build in the charge to registration so everyone gets a “free” CE.

- Could do 2 free CEs and have 2 that everyone could pay for if they want to take it.
- Big benefit of MHSLA conference is the free learning opportunities for members, why not extend it to all attendees of the 2017 conference.

iii. 2017 Education Emily Ginier

- Talking with Iowa to see where their CEs offerings are at in development
- Have looked at Midwest and mhsla ce survey to try and gauge interest in potential offerings
- Thinks Liz’s idea about “free” ce is a great idea

iv. 2018 conference planning Barbara Platts

- working with Kristina and Sarah and Munson, had site visits. Park Place as site of choice in Traverse City, 2-day conference, oct 11-12 2018 (Thursday and Friday). Date constricted because of when sites are available.

- wants board approval to move forward with park place, deposit by jan, 27. Cost for all rooms 950\$, which is deposit amount. Will have a new conference center in June 2018 and requested to have meeting space there. Reserve 60 hotel rooms, have 45 days prior to conference to adjust rooms without penalization, 15% attrition rate. They do have a backup plan in case rooms aren’t ready for our conference.

Mel motions to approve the park place contract, seconded by Jessica. Motion passes.

d. Membership

Iris Kovar-Gough

- april for automatic invoices for institutional members, Newsletter piece in dec, resource sharing addressing member wishes.

e. Nominating

Barb LeTart

- contacted committee members (2), will post to list serv today to solicit nominations, pres elect, secretary and 3 nominating members needed. Will post report to the wiki.

f. Outreach and Advocacy

Merle Rosenzweig

Nothing to report.

**g. Resource Sharing
& Group Purchasing**

Keith Engwall

Jill message: NEJM and Access Medicine(?) opportunity, working with MCLS for quotes. Maybe new institutional members because of these opportunities.

h. Vendor Relations

Jennifer Barlow

Contacted all vendors for MHSLA and Midwest last year, heard back from GMMR already, dividing master list up to committee to get vendors contacted.

Merle working with the food committee. These committees will work in collaboration.

8. Regional Group Reports

a. GMR Regional Council

Barbara Platts

Report on wiki, highlights: year 2 of GMR begins May 1 –april 30 2018. Options are on the website march 1. New website unveiled. Professional development awards can be used to cover conference speaker fees and honorariums and travel expenses, could use for 2018. Journal club as new training opportunity, quarterly, info on website about participation, CE credit attached if attend ALL sessions.

MLA webinars 2017: GMR will fund up to 10 institutions each quarter. Have info on 2 webinars Jan 31 on assessment and feb 8 on nutrition searching.

GMR updating requests for funding procedures. Right now send application directly to the GMR, before sent to Barb so made sure who was applying and mhsla could know who got funded and who didn't so MHSLA could fund the sites that didn't get money.

Question: Does the board want to keep the old process? Barb will still keep track of the applicants.

b. MDMLG

Jill Turner

Jen Bowen reporting, business meeting dec 1. With a speaker from HFHS, bulletin has an ISSN now, recruiting for officers, April 13 have a CE on survey design from Deb Charbonneau \$50 for members – combined with business meeting.

Retirees: Ellen ODonnel, Mary Jo Durivage, Audrey Bondar, Diana Balint.

c. M-MHSLA

Jessica Sender

MMHSLA has not met since November, had a weather cancellation of our December party, looking to plan something for spring.

d. WMHSLA

Val Long

Thank Barb, Kristina, and Sarah for their legwork pulling together the 2018 conference. With board approval now they'll keep moving forward. Haven't met since November meeting, did sponsor mla webinar "scanning the horizon". Thinks having Barb be funding point person is a great idea – reduce duplication of effort especially for extra cost of offline access to webinar recording.

Meeting scheduled for February 8th, revise the bylaws. Have 26 members, increasing!

9. Other Business

None.

Meeting adjourned 10:49 AM