



**MICHIGAN HEALTH SCIENCES
LIBRARIES ASSOCIATION**
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MHSLA Executive Board Meeting Minutes, July 19, 2016

In attendance:

Melanie Bednarski, Iris Kovar-Gough, Mary Hanson, Mark Chaffee, Jill Turner, Heidi Schroeder

Via Anymeeting/Phone: Ellen O'Donnell, Keith Engwall, Merle Rosenzweig, Barb Platts, Claire Leibfarth (guest)

Call to order: 10:08am

Approval of Minutes: Motion to approve May MHSLA Board minutes by Jill Turner, seconded by Mary Hansen. Motion carries.

President's Remarks –Mel Bednarski invited Claire Leibfarth from Midwest MLA to discuss joint Midwest/MHSLA meeting in 2017.

Joint Conference (Midwest MLA & MHSLA) – Claire Leibfarth from Midwest joined us and started by saying the planning of the joint conference is completely up to conference planners. Typically, Midwest conference is 2 days (Sunday and Monday) and then CE is given separately Saturday or sometimes Tuesday morning. CEs are paid for separately and have their own registration. She suggested we look at the Iowa meeting for this fall for guidance. Ellen asked if CEs are included in budget? Claire: yes, it's all in the singular budget. Merle: Emily G. and Evan Sprague are planning Education/serving as Education Chairs.

Iris asked about Midwest's role in conference planning. Claire: they finance the conference and handle the financial issues. MHSLA provides the manpower and conference planning. The budget is developed by conference planning finance committee (MHSLA). They submit this to Midwest Board/Treasurer, checks are written by Midwest secretary. MHSLA Treasurer really has no role besides local MHSLA expenses. For example, MHSLA would pay for scholarships, reimburse hotel rooms for president, etc. Midwest can use MLA's tax exempt status – Claire said it depends on MI law (if MI considers 401c3 tax exempt). Heidi asked about Finance Committee – this would be a MHSLA member or two. This person would communicate with Midwest treasurer. The budget should be submitted preliminary budget to Midwest Treasurer in January 2017. Merle did say she has around 28 people who have expressed interest in planning. Claire reassured MHSLA that the joint conference and MHSLA are not impacted by Midwest's financial issues. No money goes in and

out of MHSLA's account. Plus, the company who stole their money is out of business. Midwest now uses WildApricot and PayPay. If the conference loses money, Midwest absorbs losses. Profits are split between MHSLA and Midwest.

Bylaws – Mary Hanson – Nothing to report.

Any Bylaws changes/suggestions need to be sent to Mary's Hotmail email address: mahanson4@hotmail.com.

Archives – Ali K. was not able to attend - no report on wiki.

Treasurer – Jill Turner– Report is on the wiki. Jill is still waiting on membership checks that Iris has put in the mail. Checking account balance: \$33,531.66 CD: \$15,380.65. Profit/loss report on wiki. Jill is already thinking of the transition to a new MHSLA Treasurer in November.

Committee reports

Audit – Marilyn uploaded report last meeting. Everything went well with the audit – no errors or issues. Jill needs to get the binder back from her.

Communications - Mark Chaffee– Mark hasn't published the newsletter yet. This next newsletter will hopefully go out by early August. He will put out a call for material – due at the end of this month.

Conference Planning

Local Arrangements 2016 – Toni Janik wasn't on the call. Ellen reported there are 8 paid registrations and 4 gratis registrations, but it's still very early.

Education 2016 - Jill Turner – Things seem to be going well. Jean Song will fill in for Jane Blumenthal for panel. Paperwork is all signed. AV seems to be all set for CEs, etc. Lightning Round and Poster calls have gone out. Student scholarship winner: Crystal Thomas. Membership scholarships (Diane LeBar: Courtney Mandarino, First Time Attendee: Sarah Benitez, Membership: Lynne Frederickson from UM). Jill suggested revisiting scholarship service requirements – as they're unequal. Membership requires additional task of serving on a committee or presenting but gets less (registration OR hotel). Heidi suggested we change the membership award to include registration and hotel. Jill moved that have the Member Scholarship include hotel accommodations AND conference registration. Heidi Schroeder seconded. Motion carried. Jill heard from a southern NLM regional office that their office wasn't going to be providing low-cost/free CEs because they won't travel. Not sure if that's how Midwest GMR will follow suit? Barb Platts will ask about this at the next phone meeting, which will take place 7/25/16 – if they're still offering classes at all and if they are, if they'll be low-cost/free anymore and they don't travel.

Barb brought up concerns about webinar funding. Old GMR office used to fund 2 MLA webinars/state. MHSLA used to also fund up to two sites if they weren't funded by GMR. For a webinar this fall, Wayne applied to GMR for the basic stats webinar, but GMR isn't responding until a date later in August. Wayne therefore asked if MHSLA would fund the webinar b/c they aren't comfortable waiting until August. Jill and Barb provided more context on these webinar requests to

MHSLA. For the past couple years there weren't many/any requests. The procedures are supposed to be as follows: all MHSLA webinar requests are supposed to go to Barb to forward to GMR. This way, Barb knows which MHSLA webinar sites didn't get funding from GMR. The procedures right now are unclear though and aren't really being followed. One MHSLA regional group (MMHSL) applied directly to MHSLA via Jill b/c they missed the deadline. The group decided the procedures we use now are fine, we just need to follow them and make them clear. Barb will write up a blurb for the MHSLA newsletter clarifying this and will get it to Mark. Both Wayne State and Mid-Michigan will get funding for the September webinar.

Midwest/MHSLA 2017 – Merle Rosenzweig – See section from the call with Claire. Merle did ask about when MHSLA Board wants to have the MHSLA Business Meeting. The group seemed to not really care as long as it doesn't conflict with other programming.

Membership – Iris Kovar-Gough - Renewals are going well. She will be contacting 48 people who haven't renewed via her msu.edu email address about whether they want to renew. Some institutional members also seemed to be perhaps missing WildApricot. Next year, Iris will send invoices to Institutional memberships as of April 1 to give them enough time. Membership survey will hopefully go out in August, so there can be a preliminary report at the Conference.

Nominating – Mark Chaffee – We have a slate and all positions have at least one candidate. Elizabeth Lorbeer (President); Kristina Olsen (Treasurer); Nominating: Abe Wheeler (MMHSL), Michael Fitzpatrick (WMHSLA), Barbara LeTarte (MDMLG). Heidi will send preliminary slate via email this week to get it to members before the 75 days before business meeting deadline. Heidi will send official ballot before August 29th, which is 45 days before the business meeting, and will work with Iris on this.

Outreach –Merle Rosenzweig – No report.

Resource Sharing /Group Purchasing –Keith Engwall– Report is on wiki. This fell off his radar a bit so he asked the Board for input on adding titles. We suggested he talk with his committee about title selections but recommend the price stay as close to what it has been as possible. Keith asked about out of state institutional members. We thought there had been an issue with this. Keith will confirm with STAT!Ref. If they're ok with out of state institutional members, so is the Board. Keith will check with MCLS again on whether those who participate also have to be MCLS members.

Vendor relations – Sandy McCarthy – Sandy was unable to attend. Report is on wiki. Vendors are requesting reduced vendor sponsorship rates – something to think about in the future.

Regional reports

GMR – Barbara Platts– Report is on the wiki. The current calendar is in that report. There is a GMR conference call Monday.

MDMLG – Ellen O'Donnell - Report is on the wiki. MDMLG has a new executive board, detailed in their report which is posted to the wiki. There's a meeting on June 9. MDMLG currently has 64 individual members, 20 institutional members. Crystal Thomas won MDMLG student scholarship.

They conducted a student professional experiences survey. MDMLG discussed some conference planning (central vs. local).

MMHSL – Iris Kovar-Gough - Report is on the wiki. Met last week – have 17 members. Mid-Michigan didn't reach a consensus on central vs. local conference planning. They suggested possibly looking into local help if we move to a central planning committee (visitor's bureaus). MMHSL is hoping to host the MLA webinar on statistics in early September and also have a meeting/social event.

WMHSLA – Valeria Long wasn't able to attend, Mary reported in her place and a report is on the wiki. They haven't met since last board meeting. There was an email call to discuss the central vs. local conference planning, but Mary wasn't sure where that stood. Sandy Swanson was injured and is now recovering at home.

Other Business

Conference Planning (local vs. central): It sounds like the local groups didn't have much of a consensus. There were clearly pros and cons to each option discussed by both the Board and local groups. The Board suggested there be a time at the MHSLA meeting (business meeting?) for the broader MHSLA membership to talk about this more.

Adjourn – Meeting adjourned at 12:07pm.