



**MICHIGAN HEALTH SCIENCES
LIBRARIES ASSOCIATION**
www.mhsla.org

MHSLA Executive Board Meeting Minutes, May 24, 2016

In attendance:

Melanie Bednarski, Jennifer Bowen, Ali Konieczny, Mary Hanson, Mark Chaffee, Heidi Schroeder

Via Anymeeting/Phone: Ellen O'Donnell, Valeria Long, Jill Turner, Merle Rosenzweig, Barb Platts, Toni Janik

Call to order: 10:06am

Approval of Minutes: Motion to approve by Jennifer Bowen, seconded by Melanie Bednarski. Motion carries.

President's Remarks –Mel Bednarski had no remarks.

Bylaws – Mary Hanson - There was a question about whether a member who has been a personal member, but then is currently an institutional member, can run for office. They can, although they would have to purchase a personal membership in order to run.

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

Archives – Ali Konieczny has been uploading pictures.

Treasurer – Jill Turner– Report is on the wiki. Survey Monkey is updated and paid for, as is our web hosting and Wild Apricot. Jill received a check for the Diane LeBar scholarship. Checkbook balance, which may seem high due to some conference money coming in, is currently \$32,351.53 (as of May 19).

Committee reports

Audit – Marilyn uploaded report. Everything went well with the audit – no errors or issues.

Communications - Mark Chaffee– The listservs for MHSLA moved from UIC to the University of Iowa. We'll need to keep advertising these new email listservs. Mary asked if we received any archives. Mark didn't think there were any. Mark will be sending out an email about the listserv

commands (they're using the same software so these are the same). Melanie asked Andrea Kepsel, MHSLA's webmaster, to update the listserv addresses on the MHSLA website.

Conference Planning

Local Arrangements 2016 – Toni Janik - The Board approved the 2016 budget over email. Ellen reported that the registration form is up on the web and technically open, but hasn't done any PR quite yet – aiming for after Memorial Day. Hotel rooms – must fill 80% of room block for hotels rooms to get good rate on meeting rooms. Vendor committee has been doing great –dine and learns are all covered. The conference will hopefully break even or perhaps even make a bit of money.

Education 2016 - Jill Turner – Report on wiki. With the change of the GMR location, Holly Burt couldn't do the Wednesday CE course. Nancy Allee will teach: Planning Conducting & Publishing Research. All CEs have now been confirmed. Toni Janik was confirmed as 3rd panel speaker for Thursday.

There was only one student scholarship applicant (Crystal Thomas), so Jill asked on behalf of Toni whether we might want to do another member scholarship – the group thought no, let's save the money/put it towards the conference.

In memory of Diane LeBar, we will be collecting money again at this year's conference for the Belinda Sue Ovarian Cancer Fund – this time, there will be an announcement ahead of time that we'll be collecting money.

MidWest/MHSLA 2017 – Merle Rosenzweig – Mel signed the memo of agreement for 2017. Merle still needs to contact the hotel about getting rooms for Thursday night to accommodate the Friday morning board meeting. Merle sent out a request for volunteers to help with conference planning and will resend this request. She has also talked to several vendors at MLA about exhibiting at MidWest. She is already thinking about CE instructors/offerings. Merle is going to write up a proposal for a GMR grant to get funding for the meeting, as MidWest is experiencing some financial issues and won't be able to provide the \$5,000 in seed money they had promised to.

Mel had several comments: first, MHSLA has a vendor committee to help with vendor recruitment/etc. – but what is the role of the MHSLA vendor committee during a combined MHSLA/MidWest conference? Second, since Emily Ginier agreed to handle CEs at MidWest/MHSLA, this means she'll be Education Chair for MHSLA for 2017, which involves a few more responsibilities than just conference CE planning – she needs to know this. Merle will confirm with Emily that's ok. Third, Mel and the Board were quite concerned about MidWest's financial issues and not being able to provide the seed money they had said they would, since when we agreed to co-host, we expressed many concerns to MidWest about finances.

The Board decided to invite Clare Leibfarth from MidWest to attend the July Board meeting so we can hear from her and so she can address some of our concerns. Specifically, we're wondering: if MidWest can write or at least help write the grant since they aren't coming through with money they promised; if the 2016 conference in Iowa is projecting to break even, lose money, or make money; & what is MHSLA's vs. MidWest's responsibility when it comes to vendor recruitment?

Membership – Iris Kovar-Gough- (reported by Heidi) - The Board provided feedback on Iris' draft questions for the MHSLA climate survey. Toni Janik suggested adding a question about AHIP membership. Mary Hansen suggested perhaps adding a question about MLA/MidWest membership and what other professional associations respondents are a member of/conferences they attend? We also wondered about adding a question about how big one's institution is (how many library FTEs)?

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 ask Abe to get his consent form in. Mark and Heidi will touch base about next steps, as the Secretary is involved with elections procedures.

Outreach –Merle Rosenzweig – As she stated at the March Board meeting, Merle handed out brochures when she was at Quasi-Con in February.

Resource Sharing /Group Purchasing –Keith Engwall– not in attendance and no report on the wiki. The Group has been in touch with STAT!Ref – participating members should hear soon.

Vendor relations – Sandy McCarthy - Report is on the wiki (Ali reported for Sandy since Sandy wasn't here). All dine and learn for 2016 conference are filled. There currently aren't sponsorships for special event or welcome reception quite yet. Sandy McCarthy will be stepping down after this year (2016 conference). Sharon Williams is also stepping down and Ali K. might be. Ali asked about how vendors work with MidWest – this was added to the question list to send Merle.

Regional reports

GMR – Barbara Platts– Report is on the wiki. GMR regional is now based at the University of Iowa – it's a 5 year contract. Barb's report contains their 10 aims/what they're trying to accomplish. There are new listervs URLs. There's supposed to be a webcast for the GMR reps soon to hear more about moving forward.

MDMLG – Ellen O'Donnell - Report is on the wiki. June 9th is summer lunch/business meeting – the topic is mindfulness for stress at Schoolcraft College. Deadline to register is 5/27. Business meeting in September will be at UDM – Lunch and Learn about digital commons/library as publisher. Membership is at 64 personal, 20 institutional. Public relations: applications went out for MDMLG scholarship awardee. Professional Development: hosted consumer health MLA webinar at Wayne State. A course on survey design that was planned for the fall has been postponed for the spring. The question of sales tax exempt came up – MDMLG isn't sales tax exempt (MidWest can use MLA's tax exempt status). There was a survey conducted on Student Professional Experiences sent out and results will be posted to the MDMLG website. MDMLG listervs have also been transferred over to the University of Iowa.

MMHSL – Report is on the wiki. Iris Kovar-Gough was unable to attend. The group is aiming to host a webinar in the fall and is still discussing plans for a future meeting/lunch – perhaps in Mt. Pleasant.

WMHSLA – Valeria Long – Report is on the wiki. They met last month at Western’s Homer Striker Medical School – 20 were in attendance (some were guests). There was a facility tour and the med school also fed them lunch. WMHSLA has around 23 members. They’re trying to update their website – Mike Fitzpatrick is working on that. At April 25th meeting, the group discussed ideas for future meetings. One challenge the group faces is that WMHSLA is such a large geographic area.

Other Business

Karen Dorsch is no longer at Bay Regional- they have hired a non-librarian as a replacement for now.

2018 Conference: It seems early, but really, it’s never too early to start thinking about it. Mel again brought up the idea of a central MHS LA conference planning committee and possible locations. Traverse City, Mackinac Island, and Kalamazoo came up.

There was some discussion about what a central planning committee would do. One option would be to keep a local arrangements committee (that handles food/accommodations) and let the central committee plan other parts of the conference that are easier to plan at a distance (registration, PR, etc.). There was also some discussion about how having both local arrangements and central conference planning committees might not be ideal, as this would essentially be creating a 4th conference planning committee (since we already have vendors and education). There was a suggestion that perhaps if we move to a central planning committee, we could include a requirement that a couple people from the local area of the conference site be on the committee to make those arrangements that require proximity easier.

It was suggested that the regional reps talk with their groups before the July the meeting to see if groups favored a central conference planning committee or if they’d like to keep local arrangements all rotating the regional groups. Advantages include the ability to go wherever, take the burden off the local groups now that there are only 3. Disadvantages may include lack of volunteers, lack of local knowledge, and not being close.

Adjourn – 12:01pm