



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

MHSLA Executive Board Meeting Minutes, January 19, 2016 (DRAFT)

In attendance:

Melanie Bednarski, Jennifer Bowen, Iris Kovar-Gough, Mary Hanson, Mark Chaffee, Heidi Schroeder

Via Anymeeting/Phone: Stephanie Swanberg, Ellen O'Donnell, Keith Engwall, Barb Platts, Valeria Long, Jill Turner, Sandy McCarthy, Merle Rosenzweig

Call to order: 10:09am

Approval of Minutes: Motion to approve by Iris Kovar-Gough, seconded by ??, motion carries.

Phone Tree Discussion: Secretary Heidi Schroeder led a brief discussion about the MHSLA Board phone tree. She will submit a second draft to the Board when she has all phone numbers and has inserted directions/notes. Once finalized, the phone tree will be placed on the wiki, the leadership page of the MHSLA website, and possibly Wild Apricot (Heidi and Iris will discuss).

President's Remarks – Mel Bednarski thanked everyone for their expressions of sympathy when her father-in-law passed away. There was a brief discussion about who can and should cancel Board meetings in the future (the group assumed the President, then the President-Elect or other officer if the President was unavailable). Mel will investigate this a bit more.

Bylaws – Mary Hanson had not yet arrived – this agenda item was skipped.

Archives – Ali Konieczny wasn't present/no report on wiki.

Treasurer – Jill Turner– Report is on the wiki. Checkbook balance is currently \$25,048.31, the CD balance is \$15,376.80. Jill will be doing MHSLA taxes in the next couple of weeks.

Committee reports

Audit – No report.

Communications - Mark Chaffee- The last MHSLA Newsletter of 2015 was published in early 2016 and is up on the website. Members of the Board listserv were also discussed – several past MHSLA Board members will be removed. On a related note, Heidi will clean up the wiki rights/members.

Conference Planning

Local Arrangements 2015 – Melanie Bednarski for Jeni Bluhm -): Jeni was unable to access/upload report due to a system-wide virus at Hurley.

Education 2015 - Stephanie Swanberg – Report is on the wiki. The Education Committee came in \$1,100 under budget. Stephanie reported the following from conference evaluations:

- The keynote was rated really well.
- All CE were rated quite well at 3 or above (emerging technology CE was especially high).
- People didn't like CE classes on Friday, especially the second one ending at 5pm on a Friday.
- Speed dating session was rated a bit lower and there were comments about it being the least favorite part of the conference.
- Posters: rated high in terms of topics/content. There were some negative comments about the set-up (easels, too close together). Possibly have MHSLA buy easels (storage would be an issue).

Local Arrangements 2016 – Jill Turner for Toni Janik – A lot of conference planning details are dependent on the Education Committee's plans.

Education 2016 - Jill Turner – Report/Budget on wiki. The first day of the conference is on Yom Kippur. There are three confirmed classes: Translational Bioinformatics, Engaging the 21st Century Learner, Lean Process and Improvement Demystified). For the 4th CE, the committee is thinking about a class taught by the GMR/Holly Burt (Chemicals/Drugs/Genetics or PubMed refresher). On Thursday, there will be a panel of speakers and on Friday, there will be two, 2-hour CEs (Finding Information for Health Policy, Data Visualization) that end at 3pm (tentative). The committee hasn't really discussed posters, speed dating, lightning rounds, etc. so they're glad Stephanie provided the feedback from the 2015 conference evaluations. The Board discussed the advantages to the education committee strongly considering lightning rounds. Jill posted the Education budget to the wiki and explained it's a bit high due to a lack of local speakers and CE certification costs to cover. Jill moved to approve the budget. Mary Hanson seconded, motion passed.

Membership – Iris Kovar-Gough- Report is on the wiki. MHSLA now has 5 student members – thanks to MDMLG for referring students. Iris's goal for this year is to try to put together a climate survey of the MHSLA Membership and will be putting out a call for someone (maybe a hospital librarian) to work with her. She is hoping to have questions developed by spring, a survey go out this summer, then report at the fall conference. Keith E. and Jennifer B. expressed possible interest.

Nominating – Mark Chaffee - Report is on the wiki. A Nominating timeline for this year was presented (that was based heavily on the timeline from last year and the Bylaws). The group thought the timeline looked good.

Outreach –Merle Rosenzweig – Merle talked about possible outreach opportunities at a U of M School of Information event for students on 2/6. Merle will be staffing the MI-SLA table and can mention/promote MHSLA. Stephanie volunteered two generic handouts. Mel mentioned the older brochures/bookmark under Outreach/Advocacy. The group discussed possible student conference registration rates and also low CE registration costs for students. This led to a conversation about the MHSLA student scholarships. Jill will pass along comments to Local Arrangements.

Mentoring students was also discussed – both at the conference (via Colleague Connection, which was instituted this year by the Education Committee) and more in general throughout the year. Since all of the MHSLA student members came in through MDMLG, Iris will check with Angela to see what MDMLG is or may be willing to do in terms of mentoring.

Resource Sharing /Group Purchasing –Merle Rosenzweig and Keith Engwall– Merle has to get Jill the invoice for the last shipment of NLM Duplicate books. Merle hasn't received any books since the last shipment. For Group Purchasing, Keith emailed with Nancy K. at MCLS. If an institution wants to join STAT!Ref part-way through, they need to join MHSLA and they would be charged the same amount as the rest had been charged that year (that would go towards next year and would reduce the overall cost for everyone by that much) – it wouldn't be prorated. The group seemed to think this was reasonable. There is an institutional member of STAT!Ref that is shutting down and asked about a refund. Given that Keith doesn't think there is a mechanism in place to handle refunds without putting the burden on the rest of the institutions who had signed up, the rest of the group agreed on no refunds.

Vendor relations – Sandy McCarthy - Report is on the wiki. There are two current commitments for sponsorships on Thursday for meals/breaks. The committee is ready to advertise/recruit more vendor sponsorships, but there was a question about when the website will be up – Jill mentioned Val Reid would be working on the website for 2016. MeL will probably want to exhibit, do we allow them to exhibit for free again this year? The Board felt it was appropriate to allow MeL to exhibit for free if they ask.

Regional reports

GMR – Barbara Platts– Report is on the wiki. There are two awards currently available (roiling exhibit and a professional development). There's an updated educational offering calendar. Two upcoming events: PubMed Update on 1/21 and a GMR Tech Talk: Emerging Technology in Libraries on 1/29. Links to register are in Barb's report and on the GRM website.

MDMLG – Report is on the wiki. There were two MDMLG meetings in the fall – one at the Dearborn Oakwood Campus and one at the recently renovated U of M Taubman Health Sciences Library. There's a business meeting on 3/3 at Beaumont Hospital. 6/9 is the summer luncheon meeting. 9/15's meeting is at U of D. The slate for the upcoming election has been announced.

MMHSL – Report is on the wiki. MMHSL met twice since the last MHSLA meeting. MMHSL and ERHSLA have merged and MMHSL has new officers: President: Andrea Kepsel, Treasurer: Susan

Kendall, Secretary/MHSLA Board Rep: Iris Kovar-Gough. The group is thinking of a spring lunch in Mt. Pleasant since they didn't have a holiday party this year.

WMHSLA – Valeria Long – Report is on the wiki. Mary announced her replacement (Caralee Witteven-Lane) who is half time at St. Mary's and half time at the Van Andel Institute. The new WMHSLA officers are: President: Valeria Long, President-Elect: Betsy Williams, Treasurer: Caralee Witteven-Lane, and Secretary: Jennifer Barlow. They are considering their meeting locations and frequency. Their next meeting will be at Western Michigan University.

Other Business

Mary H. had some questions about the website – she mentioned she was unable to find information about the Librarian of the Year/Lifetime Achievement awards (it would also be nice for MHSLA to send an official letter to leaders). Using Wild Apricot for our website was mentioned and discussed again. One benefit would be having 5 admins (President, Membership Chair, Treasurer, MHSLA Webmaster, Conference Webmaster). Next steps: Iris will investigate and will involve Andrea and Val R.

2017 MHSLA/Joint Midwest MLA (Merle): Discussed the memo of understanding to address issues with invoices with Midwest MLA. Mel needs to sign as does Midwest MLA. Merle learned a lot at Midwest this year. Merle has 19 volunteers to help but is hoping for more help (example, different people for AV on the various days) – she asked Mel to send out another request. She is working with contacts at Eagle Crest about rooms, etc. Merle is trying to get grant funding for the 2017 conference to help with costs. The dates are October 13-17, 2017.

Board Meeting Reports (Heidi): Heidi requested that Board members post written reports to the wiki in addition to giving oral reports during the meeting, as it greatly helps with minute-taking.

Adjourn – 12:04