



**MICHIGAN HEALTH SCIENCES
LIBRARIES ASSOCIATION**

www.mhsla.org

MHSLA Executive Board Meeting Minutes, November 18, 2014 via AnyMeeting

In attendance:

Keith Engwall
Melanie Bednarski
Doris Blauet
Jennifer Bowen
Shelia Bryant
Mark Chaffe
Andrea Kepsel
Ali Konieczny
Iris Kovar-Gough
Sandy McCarthy
Ellen O'Donnell
Barbara Platts
Merle Rosenzweig
Heidi Schroeder
Stephanie Swanberg
Jill Turner

Call to order by Keith @ 10:03

Approval of minutes, motion by Merle Rosenzweig, 2nd by Jill Turner

President's remarks –Keith Engwall – His goal is to try and find ways to provide additional value to MHSLA members and prospective members. He will be doing a needs assessment to identify the needs of members.

Bylaws – Mary Hanson - No report

Archivist –Ali Konieczny -Ali will be working with Mark Chaffee to begin transferring documents to the MHSLA online archives. Discussion regarding should documents continue to be printed and stored in archival boxes, or is the online digital repository, that is regularly backed-up for file preservation, sufficient. Discussion regarding printing and archival boxing a copy of the minutes and treasurer report. Motion made by Melanie Bednarski to keep a print copy of meeting minutes and annual treasurer report in archival boxes, 2nd by Merle Rosenzweig. Motion carried.

Ali will be sending a webpage for the board to review for the photo and document archive by early December 2014.

Treasurer –Jill Turner – Conference expenses excluding hotel and food are paid. She will be paying those later in the week. The total account balance is \$34,000. Motion made by Jill Turner to accept the projected expense for the general MHSLA operating budget at \$4231.00. 2nd by Heidi Schroeder. Motion carried. Discussion regarding lunch at board meetings and that each area representative taking a turn making the lunch arrangements.

Review of Committee Reports

Audit – Keith has asked Marilyn Kostrzewski to do the audit for 2015.

Communications – Mark Chaffee- A newsletter on a conference retrospective is in the works and his deadline for content is December 10th.

Conference Planning

Local arrangements -2015 – Melanie Bednarski for Jeni Bluhm. Mel clarified that Jeni Bluhm not Diane Gardner is local arrangements chair and the committee will present a tentative budget at the January 2015 meeting.

Education- 2015 –Stephanie Swanberg and Andrea Kepsel co-chairs – The report is on the wiki. The committee has drafted a conference schedule. Thursday is scheduled for business meeting, posters, vendors, and lightening rounds. Friday is scheduled for CE's, two in the morning and two in the afternoon. The committee recommends moving forward with keynote speaker, Dr. Thomas Ferrari. The committee will present their budget at the January 2015 meeting.

Local arrangements – 2016 – Toni Janik – is chair and Jill Turner is chair for Education.

Membership – Doris Blauet – Doris is stepping down and received thanks from Keith for her work.

Nominating – Gina Hug – Gina is chair and Keith will be working on reviewing procedures with her.

Outreach and Advocacy – Vacant – Keith will put out a call for volunteers

Research – Keith –will be conducting a needs assessment of medical librarians. Merle Rosenzweig volunteered to be a member of the committee.

Resource Sharing –Merle Rosenzweig – She is taking over chairing the committee and has Nadia Lalla as a member to help with the sub-committee of group purchasing. She will put out a call to get additional members.

Vendor Relations – Sandy McCarthy– the report is on the wiki. Sandy thanked Ali and Toni for their guidance. The vendors contributed \$9350 towards the conference. She will start contacting vendors for the 2015 conference in January/February .

Regional Groups

ERHSLA –Melanie Bednarski – no report

GMR – Barbara Platts – the report is on the wiki –two upcoming MLA webinars, two funding opportunities: exhibit funding with a rolling deadline and technology improvements due January 6, 2015. Two upcoming GMR webinars: tech talks on tutorial creation and grant writing. Registration links to a PubMed training are available as well.

MDMLG – Ellen O'Donnell –the report is on the wiki – highlights are: the general business meeting program held on 11-6-14 was taped and loaded on YouTube. This was a trial run to see if would work for members who are unable to attend. Discussion at MDMLG board meeting regarding budget trending with a deficit. Reuther Archives as a new director – a possibility for summer luncheon keynote speaker.

M- MHSLA – Heidi Schroeder– They held their election and the 2015 election results : President: Mike Simmons, Treasurer: Susan Kendall, Secretary: Iris Kovar-Gough.

WMHSLA – Ali Konieczny – reporting for Mary Hanson – they met for the MLA webinar.

Other Business-

2014 Conference evaluations - Keith went over the conference evaluation results, overall they were favorable.

Institutional Membership - Discussion regarding institutional membership as a requirement for StatRef participants. Discussion regarding the timeline for renewing institutional membership and the consequences if not renewed in a timely manner. Discussion tabled until January 2015 meeting.

Board listserv – Discussion regarding maintaining an accurate list of members of the board listserv. Keith will discuss with current list moderator.

Meeting adjourned 12:07.