



**MICHIGAN HEALTH SCIENCES  
LIBRARIES ASSOCIATION**  
[www.mhsla.org](http://www.mhsla.org)

MHSLA Executive Board Meeting Agenda  
January 17, 2012  
10am  
Michigan Library Consortium Conference Board Room  
Lansing, MI

Present

Diane Gardner, President Elect  
Melanie Bednarski, Outreach and Advocacy  
Sandy Swanson, WMHSLA  
Nadia Lalla, Group Purchasing  
Abe Wheeler, Communications  
Gina Hug, Local Arrangements 2012  
Toni Janik, Local Arrangements 2012  
Gayle Williams, MDMLG  
Janet Zimmerman, Education 2012  
Alison Konieczny, Archivist, WMHSLA  
Heidi Schroeder, Resource Sharing  
Andrea Kepsel, MMHSLA  
Mark MacEachern, Secretary  
Mike Simmons, Immediate Past President

Absent

Leslie Burke, President  
Jill Turner, Treasurer  
Mary Hanson, Bylaws  
Nancy Bugarelli, Education 2012  
Sharon Williams, Membership  
Robin Sabo, Nominating  
Barbara Platts, GMR rep  
Marilyn Kostrzewski, MDMLG

Quorum - Yes

- 1. Call to order** Diane Gardner  
Absences: Leslie Burke, Jill Turner, Marilyn Kostrzewski, Mary Hanson, Robin Szabo

Meeting called to order at 10:04.

- 2. President's Remarks** (in absentia) Leslie Burke

First, forgive me for getting this agenda done so late. I've been a little distracted trying to wrap up 11 years of work at EBSCO and preparing for my first day at Kalamazoo College. Earlier this month I submitted a short summary of our 2011 conference and plans going forward to the MLA Midline publication.

3. **Approval of minutes** Mark Mac Eachern.

MS made motion to approve minutes. MB second

4. **Archivist's report** Alison Konieczny

The group decided to scan photos as a priority instead of documents. AK made motion. NL seconded. AK will ask archivist about the file types and specs for photos.

5. **Treasurer's report** Jill Turner (absent)

See Appendix A for report.

6. **Review of Committee Reports**

Standing Committees:

Audit Marilyn Kostrzewski (absent)  
No report – said she'd get with Jill in the next month or so to do the audit.

Bylaws Mary Hanson (absent)  
No report.

Communications Abe Wheeler  
Most recent newsletter is out.

Conference Planning Diane Gardner

'12 Local Arrangements Toni Janik/Gina Hug  
See Appendix B for report.

'12 Education Janet Zimmerman/Nancy Bulgarelli  
See Appendix C for report.

Membership Sharon Williams  
Absent. See Appendix D for report.

Nominating Robin Sabo  
Absent

Outreach and Advocacy Melanie Bednarski  
Held discussion on advocacy until old business

Research Diane Gardner  
DG will get to work on this project now that the holidays are over.

Resource Sharing Heidi Schroeder  
See Appendix E for report. HS made motion requesting \$700 to cover committee expenses. Tabled until next mtg.

Group Purchasing Subcommittee Nadia Lalla

NL will work with SW to get an updated membership list.

**7. Regional Group Reports:**

ERHSLA	Melanie Bednarski
Nothing to report.	
GRM Regional Council	Barbara Platts
Absent. See Appendix F for report.	
MDMLG	Gayle Williams
See Appendix G for report.	
M-MHSLA	Andrea Kepsel
See Appendix H for report.	
UPHSLC	
No report	
WMHSLA	Alison Konieczny & Sandy Swanson
See Appendix I for report. SW requested approval of payment of deposit for 2013 conference in Grand Rapids. Amount \$2325. SW made motion. GW seconded. Motion passed.	

**8. Old Business**

Vendor Relations Committee?

Both 2012 and 2013 conference planners have asked that this be discussed and decided. Please discuss. Local Arrangements is currently responsible. Board will pass on to the President to decide the fate of this proposed committee.

By-laws revisions for online vote in spring

Tabled since MH is absent

MHSLA committee & officer involvement survey/form on the ; "Get involved" link on the website to encourage participation

Survey will be distributed to gauge member interest in committee work. Board suggested questions be added about institutional support, travel allowances, and possibly AHIP.

A discussion arose about the possibility of remote mtgs. Price and software is an issue. AW will investigate non-profit licenses for such products.

Recommend a fiscal policy for MHSLA

Tabled since JT and MK were absent

**9. New Business**

2013 Conference Planners need board approval for conference deposit amount - Sandy Swanson

Discussed in WMHSLA section

Survey monkey costs

MS made motion to cover \$200 expense for survey monkey. MB seconded. Motion passed.

**10. Adjournment**

Diane

TJ made motion. GH seconded. 11:05.

**Appendix A – Treasurer’s Report**

**Michigan Health Sciences Libraries Association  
General Ledger  
November 3, 2011 - January 17, 2012**

Date	Type	Num	Name	Memo/Description	Split	Amount
<b>Checking</b>						
Beginning Balance						
11/03/2011	Deposit		Cash		2011 Conference Income - Vendor	850.00
11/08/2011	Check	826	Heidi Schroeder	Board lunch	Meals and Entertainment	-195.25
11/14/2011	Check	827	World Orphans	in memory of Abigaille Giamporcaro	2011 Conference	-100.00
11/14/2011	Check	828	MCLS		Rent or Lease	-50.00
11/15/2011	Deposit		Cash		Membership Dues	90.00
11/21/2011	Check	830	Medical Libraries Association		Education - Professional	-740.00
11/21/2011	Check	829	MCLS		Taxes & Licenses	-20.00
12/09/2011	Check	831	FedEx		Stationery & Printing	-14.31
12/09/2011	Deposit		Membership		Membership Dues	45.00
<b>Total for Checking</b>						<b>\$ -134.56</b>
<b>Certificate of Deposit</b>						
Beginning Balance						
<b>Total for Certificate of Deposit</b>						
<b>Opening Balance Equity</b>						
Beginning Balance						
<b>Total for Opening Balance Equity</b>						
<b>Retained Earnings</b>						
Beginning Balance						
<b>Total for Retained Earnings</b>						
<b>2011 Conference Income - Vendor</b>						
11/03/2011	Deposit		Cash		Checking	850.00
<b>Total for 2011 Conference Income - Vendor</b>						<b>\$850.00</b>
<b>Membership Dues</b>						
11/15/2011	Deposit		Cash		Checking	90.00
12/09/2011	Deposit		Membership		Checking	45.00
<b>Total for Membership Dues</b>						<b>\$135.00</b>
<b>2011 Conference</b>						

Report: General Ledger

<https://qbo.intuit.com/qbo28/reports/316375071/execute?modal=true&...>

Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
11/14/2011	Check	827	World Orphans	scholarship winner - Kassie Gilbert - in memorium for her daughter	Checking	100.00	100.00
<b>Total for 2011 Conference</b>						<b>\$100.00</b>	
<b>Education - Professional</b>							
11/21/2011	Check	830	Medical Libraries Association	MLA webcast	Checking	740.00	740.00
<b>Total for Education - Professional</b>						<b>\$740.00</b>	
<b>Meals and Entertainment</b>							
11/08/2011	Check	826	Heidi Schroeder	Board lunch	Checking	195.25	195.25
<b>Total for Meals and Entertainment</b>						<b>\$195.25</b>	
<b>Rent or Lease</b>							
11/14/2011	Check	828	MCLS	Board meeting room fee (11/8/11)	Checking	50.00	50.00
<b>Total for Rent or Lease</b>						<b>\$50.00</b>	
<b>Stationery &amp; Printing</b>							
12/09/2011	Check	831	FedEx	agenda & reports for Board meeting - Leslie	Checking	14.31	14.31
<b>Total for Stationery &amp; Printing</b>						<b>\$14.31</b>	
<b>Taxes &amp; Licenses</b>							
11/21/2011	Check	829	MCLS	Non-profit filing fee	Checking	20.00	20.00
<b>Total for Taxes &amp; Licenses</b>						<b>\$20.00</b>	

Tuesday, Jan 17, 2012 11:11:02 AM GMT-5 - Cash Basis

## **Appendix B – Local Arrangements Report**

### **MHSLA 2012 Local Arrangements Committee Update for January Board Meeting – Submitted by Toni Janik & Gina Hug, Co-Chairs**

1. The Local Arrangements Co-Chairs and Subcommittee Chairs will be meeting on February 14 at One Ford Place.
2. We've also set up a meeting on February 28 at the Baronette to work on AV and other planning issues.
3. Publicity Committee is working on creating a digital "Save the Date" announcement – expect to have it ready for the next Board Meeting in March.

## **Appendix C – Education Committee Report**

### **Education Committee Update for January Board Meeting – Submitted by Janet Zimmerman & Nancy Bulgarelli, Co-Chairs-January 17, 2012**

1. Cheryl Putnam from Synergy has joined as a member of our committee.
2. The CE Course on Cheap Strategic Planning has been canceled due to the speaker's unavailability for that date. Nancy and I are in process of arranging for another 4 hour session and extending the Introduction to Epidemiology CE Course to a 6.0 session instead of a 4.0 CE afternoon session. We will be asking for Board approval as soon as we confirm the new CE session and an updated schedule will also be sent for approval.
3. We are applying for CE credits for the 2 sessions on Friday (1 on Patient Advocacy and the other on Nursing Education) that will be for 1.0 CE for each session.
4. Mary Fitzpatrick will be the point person for the scholarships process again this year and will be getting out information to the library programs during the month of March 2012.
5. The Education Committee will be meeting the 1<sup>st</sup> week of February to finalize assignments and details for the Conference.

## **Appendix D – Membership Report**

### **MHSLA Membership Report January 17, 2012**

Announcements for the 2012 memberships will begin soon. The new application is ready for review and approval. See file MHSLA Application 2012.doc

As of today, I have 5 renewals for 2012, two were from last year and three have renewed via mail for this year. I have not checked with Jill for Paypal renewals, sometimes, there is a disconnect with me receiving the paperwork, so the count could be off. Hopefully, the new application will help with this.

Sharon

**Appendix E – Resource Sharing Report**

**RESOURCE SHARING COMMITTEE BOARD REPORT**

**January 17, 2012**

***Resource Sharing (Heidi Schroeder)***

NLM Duplicates

The Committee is expecting a shipment of NLM Duplicate books in the next few months.

Procedure Manual

Since the Nov. 11 board meeting, Heidi Schroeder talked with Nadia Lalla about the need to update the Resource Sharing and Group Purchasing procedure manuals. The Resource Sharing procedure manual was updated on 11/11/11.

Expense Request

The Committee would like to request up to \$700 (should be less) to cover committee expenses: UPS shipping to MHSLA libraries and packing supplies.

Respectfully Submitted,  
Heidi Schroeder  
Chair, Resource Sharing

## **Appendix F – GMR report**



**GMR Regional Council  
MHSLA Board Report  
January 17, 2012**

### **NN/LM GMR Current Funding Opportunities**

The GMR provides funding for network members to assist them in conducting outreach and technology projects. Funding is at two levels: awards and subcontracts. The current [Applications and Requests for Proposals](#) page shows funding amount, eligibility, availability and deadline for each of the awards and subcontracts. The GMR occasionally funds special projects that do not fall within the scope of the established awards programs and may have additional funds available near the end of the contract year. If you have a project that relates to the mission of NN/LM, but is not addressed by one of the awards or subcontracts, please contact the [GMR](#) office for further information.

### **GMR Lake Effects Webinar – Free, one hour programs (Earn 1 MLA CEU)**

#### **PubMed: An Update for the New Year (January 19, 2012)**

- A new year, a new MeSH and lots of changes. Discover what's new and what's up with PubMed.
- Presenter: Holly Ann Burt, Outreach and Exhibits Coordinator
- Register: <http://tinyurl.com/gmrregistration>

#### **Overview of Mobile Technology in Healthcare for Librarians (February 16, 2012)**

- This is a repeat of the symposium that was held in-person last December in Chicago, for those who could not attend.
- Discussion of mobile technology in general, how it affects healthcare and how librarians fit in.
- Presenter: Max Anderson, Technology Coordinator
- Register: <http://tinyurl.com/gmrregistration>

#### **Preparing for the Ides of March! Help from the NLM Disaster Information Management Research Center (DIMRC) (March 15, 2012)**

- Presenter: Siobhan Champ-Blackwell, MSLIS Librarian with Aquilent, Inc.  
Supporting the mission of the National Library of Medicine Specialized Information Services Division Disaster Information Management Research Center
- Register: <http://tinyurl.com/gmrregistration>

### **GMR Lending Library**



The GMR Lending Library has a robust collection of resources available to member libraries at no cost. If you were unable to participate in the most recent MLA Webcast, or are unable to participate in upcoming webcasts, you can borrow a copy of the program from the GMR lending library. MLA credit is available. Use the program at a staff meeting, gain MLA credit without traveling, and engage staff in a lively topical conversation. To reserve library resources, go to the [GMR Lending Library](#). For additional information contact Max Anderson at 312-996-2464 or [max@UIC.EDU](mailto:max@UIC.EDU).

### **Regional Events and Meetings**

For a list of regional events and meetings, visit the GMR website:  
<http://www.eventkeeper.com/code/events.cfm?curOrg=NNLMGMR>

Submitted by,  
Barbara Platts, MLIS, AHIP

GMR Regional Council

### **Appendix G – MDMLG Report**

MDMLG General Membership meeting was held December 8, 2011 at Henry Ford Macomb Hospital - Warren Campus.

The next MDMLG General Membership meeting will be held April 19, 2012 at the Baldwin Public Library in Birmingham. Program is still being determined.

The MDMLG Summer Luncheon will be held June 14, 2012 and the speaker will be Lee VanOrsdel, Dean of University Libraries for Grand Valley State University. Grand Valley is currently in the planning stages of a new library and Dean Ordel will speak on this topic. Venue is still to be determined.

MDMLG will sponsor a C.E. (4 hours - 4 C.E.U.s) class on March 14, 2012 at Shiffman Medical Library. The speaker will be Max Anderson from the GMR and he will be presenting "Information Anywhere" (Mobile Technologies).

### **Appendix H - MMHSL Report**

**MMHSL Report  
January 17, 2012  
Submitted by Andrea Kepsel**

- 1) New officers for MMHSL are:  
President – Sheila Bryant  
Secretary – Andrea Kepsel  
Treasurer – Susan Kendall  
MHSLA Rep – Andrea Kepsel
  
- 2) MMHSL held their annual holiday party December 16, 2011 at the Soup Spoon Café.

## Appendix I – WMHSLA Report

### WMHSLA Report Jan. 17, 2012

The WMHSLA officers are:

President: Alison Konieczny

President-Elect: Mary Hanson

Secretary: Leslie Burke

Treasurer: Sandy Swanson

The last WMHSLA meeting was held prior to the MLA Webcast, *Connecting e-Science and Team Science: The Changing Nature of Research*, on November 18, 2011.

WMHSLA is responsible for planning the 2013 conference, and significant progress has already been made. The Accommodations Committee has already made great headway on hotels and meeting rooms for the conference, which will be held in Grand Rapids. Sandy Swanson, who has been active with the Accommodations Committee, will be coming to the January 17<sup>th</sup> MHSLA Board Meeting to report on hotel and conference rooms. Additionally, to assist with conference planning, we look forward to a MHSLA Board discussion regarding a standing Vendor Committee versus a Vendor Committee comprised of regional group members. To avoid conflicts with other conferences that may draw from the same membership as MHSLA (such as Midwest Medical Library Association and Michigan Library Association), after investigation, the dates of October 16 – 18, 2013 were chosen. The next WMHSLA meeting is scheduled for January 26<sup>th</sup> from 2:00 – 4:00 at the Wege Building, room 4.

Respectfully submitted,

Alison Konieczny, WMHSLA President