

**Michigan Health Sciences Libraries Association  
Executive Board Meeting Minutes  
November 8, 2011  
Midwest Collaborative for Library Services, Lansing**

*DRAFT MINUTES – Not Yet Approved*

**Present**

Melanie Bednarski	ERHSLA; Outreach & Advocacy; 2011 Local Arrangements
Connie Bongiorno	Member (remotely)
Leslie Burke	President; 2011 Conference Chair
Diane Gardner	President-Elect; Research;
Mary Hanson	Bylaws
Gina Hug	2012 Local Arrangements
Toni Janik	2012 Local Arrangements
Mark MacEachern	Secretary
Barbara Platts	GMR Representative (remotely)
Robin Sabo	Nominating
Heidi Schroeder	Resource Sharing
Michael Simmons	Immediate Past President
Jill Turner	Treasurer
Gayle Williams	MDMLG
Sharon Williams	Membership

**Not Present**

Nancy Bulgarelli	2012 Education
Alison Konieczny	WMHSLA; Archivist
Marilyn Kostrzewski	Audit
Nadia Lalla	Group Purchasing
Abe Wheeler	Communications; M-MHSLA
Janet Zimmerman	2012 Education

**Quorum:** Yes

**1. Call to Order**

The meeting was called to order at 10:10 a.m.

**2. President-Elect's Remarks**

Leslie thanked everyone for helping her out.

**3. Approval of Minutes**

Gayle made motion to approve. Mike seconded. Motion passed.

#### 4. Archivist's Report

Alison was absent but submitted the following report: *A poster was presented at the recent MHSLA conference entitled **MHSLA Archives: An Overview**. This poster presented information about the past, present, and future of the MHSLA Archives.*

#### 5. Treasurer's Report

Jill summarized the report. Checking balance is \$21,290.36. 2011 Conference expenses are essentially covered. Detailed ledger in appendix.

#### 6. Review of Committee Reports

- **Audit** – Marilyn was absent. No report.
- **Bylaws** – Mary had nothing to report.
- **Communications** – Abe was absent. Heidi inquired about which board members did not have access to the wiki. **Heidi and Mike will discuss wiki privileges of new board members.**
- **2011 Conference Summary** – Diane discussed the budget. The committee came out \$3012.20 ahead. Mike suggested that future budgets include in kind contributions. The Board further suggested that all future room bookings for speakers appear on the master bill. The planning committee is responsible for speaker rooms. All agreed that more effort should be made to ensure vendors book rooms through group rate, which may require changes to the vendor form.
- **2012 Conference Planning**
  - **Local Arrangements** – Toni's proposed budget lists profit as \$9138.75, excluding education costs. The education (speaker) costs will come out of that profit. The proposed registration fees will increase to \$155 for one day and \$310 for the full conference. The proposed late fee is \$50, and the Paypal account will be adjusted after early registration to reflect that fee. Mary approved budget. Mike seconded. See Appendix B and C for more information.
  - **Education** – Toni (speaking for Janet) distributed a tentative outline for 2012 CE courses (see Appendix D). On behalf of Janet, Toni posed the following question to the Board: which sessions should have CE credits? **The board wanted clarification on the proposed CE schedule and sent it back to Janet.**
- **Membership** – Sharon provided membership numbers. There are 130 members. 51 are institutional, 16 dual, and 63 personal. **Mike and Sharon will discuss online registration form.**
- **Nominating** – Robin is new chair. Nothing to report.

- **Outreach and Advocacy** – Melanie will write the procedure for this position. A discussion about a display board purchase was tabled until the next meeting.
- **Research** – Diane discussed the statewide library survey research project. Questions about salaries could be problematic b/c of the Sherman Antitrust Act. Diane asked for \$300 funding for survey. Mary made a motion for approval. Mike seconded.
- **Resource Sharing and Group Purchasing Subcommittee** - Heidi presented the following report:

*John Coffey has joined the Resource Sharing Committee.*

NLM Duplicates

*NLM duplicate books from the last shipment were distributed at the MHSLA conference on 9/22/11 and via UPS on 10/7/2011, costing MHSLA \$94.07.*

*16 of the 55 leftover books from previous shipments were claimed during the MHSLA 2011 poster session. The 39 unclaimed titles will be sent to MSU's Surplus.*

Procedure Manuals

*The Resource Sharing and Group Purchasing procedure manuals need to be updated, as both committees' actual procedures differ from those stated in the manuals.*

## 7. Regional Group Reports

- **ERHSLA** - Melanie had nothing new to report. All's good.
- **GMR Regional Council** – Barbara discussed GMR activities. GMR funding deadlines are December 1. The Taubman Health Sciences Library and Saint Mary's Health Care are the sponsored webinar sites for the GMR's upcoming webinar *Connecting E-Science and Team Science: The Changing Nature of Research*. See Appendix E for full report.

Because of technical issues and unnecessary costs to the organization, Mike suggested the board drop video conferencing and rely instead on phone or Skype. Board agreed.

- **MDMLG** – Gayle spoke for MDMLG. See Appendix F for full report. There are no updates from the last board meeting.
- **M-MHSL** – Mike spoke for absent Abe. Elections were held, but results have not been announced.
- **UPHSLC** – No report.
- **WMHSLA** – Alison was absent, but submitted the following report: *WMHSLA is pleased to offer a host site, sponsored by the NN/LM GMR, for the upcoming webcast, Connecting E-science and Team Science: The Changing Nature of Research. The*

*webcast which runs from 2:00 – 3:30 on November 18, 2011 will be hosted at the Wege Building, room 14, in Grand Rapids (300 Lafayette SE). Preceding the webcast, a WMHSLA meeting will be held from 1:00 – 2:00. Meeting agenda items include discussion of the 2011 MHSLA conference and planning for the 2013 MHSLA conference.*

- In addition, Leslie and Mary reported on progress for the 2013 MHSLA conference. *Specifically, that we will not be at the Amway hotel because we're the "wrong" size group for their spaces, and that we will probably arrange for hotel rooms at the Holiday Inn and then get meeting space at the Eberhard Center of GVSU which is about a block down the street. Plus, we're looking at dates in October 2013. We'll meet in conjunction with the MLA webcast, 18 Nov 2011, to hatch more schemes.*

## **8. Old Business**

- **Stat!Ref** – No update
- **Paypal concerns** – The board believes it is worth continuing the Paypal service despite its cost.
- **Establishment of a vendor relations committee** – Tabled until next meeting
- **Printed vs. Electronic registration form** – Tabled until next meeting
- **By-laws revisions for online voting** – Tabled until next meeting
- **“Get Involved” link on website** – Tabled until next meeting
- **Fiscal policy for MHSLA** – Tabled until next meeting

## **9. New Business**

- **MHSLA Sponsorship of November NLM Webinars** – WSU and MSU. Mike made motion to approve. Mary seconded.
- **Kassi Gilbert, Scholarship winner, issue and suggestion** – Diane pushed motion forward for Board to **donate \$100 to charity** in memory of Kassi’s daughter. Mike seconded.
- **New speaker guidelines for education committee** – Diane distributed a procedure document and asked for feedback on a number of proposed changes. Board offered feedback and approved changes. Diane will recirculate when finalized.

## **10. Adjournment**

The meeting was adjourned at 12:52.

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Mark MacEachern  
MHSLA Secretary

## Appendix A – Treasurer’s Report

Report: General Ledger

<https://qbo.intuit.com/qbo28/reports/316375071/execute?rptid=3163...>

### Michigan Health Sciences Libraries Association General Ledger September 7 - November 2, 2011

Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
<b>Checking</b>							
							32,229.92
							Beginning Balance
09/07/2011	Check	809	Mary Fitzpatrick	2011 conference gifts	2011 Conference	-44.95	32,184.97
09/12/2011	Check	Debit Card	Hillers Market	2011 conference	2011 Conference	-225.00	31,959.97
09/13/2011	Check	810	Heidi Schroeder	Board lunch	Meals and Entertainment	-83.43	31,876.54
09/16/2011	Deposit		Cash		2011 Conference Income	7,175.00	39,051.54
09/21/2011	Check	811	Frankenmuth Coach	2011 conference transportation	2011 Conference	-165.00	38,886.54
09/22/2011	Check	812	Frankenmuth Schuhplattler	2011 conference special event entertainment	2011 Conference	-700.00	38,186.54
09/26/2011	Check	813	Mary Fitzpatrick	2011 conference gifts	2011 Conference	-27.65	38,158.89
09/26/2011	Check	815	Jennifer Barlow	2011 Conference Honoree gifts	2011 Conference	-145.15	38,013.74
09/26/2011	Check	814	Leslie Burke	2011 conference - presidents certificate	2011 Conference	-17.08	37,996.66
09/29/2011	Deposit		PayPal		-SPLIT-	305.26	38,301.92
10/03/2011	Deposit		Cash		2011 Conference Income	800.00	39,101.92
10/03/2011	Deposit		Cash		-SPLIT-	985.00	40,086.92
10/03/2011	Deposit		Cash		Membership Dues	180.00	40,266.92
10/07/2011	Check	816	Katy Mahraj	scholarship	2011 Conference	-110.57	40,156.35
10/07/2011	Check	817	Warren Graham		2011 Conference	-1,978.31	38,178.04
10/11/2011	Check	818	Michelynn McKnight		2011 Conference	-892.00	37,286.04
10/11/2011	Check	819	FedEx	2011 Conference - Expense	2011 Conference	-294.68	36,991.36
10/13/2011	Check	820	Heidi Schroeder	Resource Sharing	Shipping, Freight & Delivery	-94.07	36,897.29
10/15/2011	Check	821	Bavarian Inn	2011 Conference	2011 Conference	-14,112.78	22,784.51
10/15/2011	Check	822	Irina Zeylikovich	2011 conference scholarship	2011 Conference	-96.44	22,688.07
10/21/2011	Check	823	Gail Kouame	2011 conference speaker	2011 Conference	-99.12	22,588.95

1 of 4

11/2/2011 2:49 PM

Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
10/31/2011	Check	824	Kimberly Barber		2011 Conference	-709.79	21,879.16
11/01/2011	Check	825	Molly Kleinman		2011 Conference	-588.80	21,290.36
<b>Total for Checking</b>						<b>\$ -10,939.56</b>	
<b>Certificate of Deposit</b>							
Beginning Balance							12,500.48
<b>Total for Certificate of Deposit</b>							
<b>Opening Balance Equity</b>							
Beginning Balance							59,960.12
<b>Total for Opening Balance Equity</b>							
<b>2010 Conference - Income</b>							
Beginning Balance							250.00
<b>Total for 2010 Conference - Income</b>							
<b>2010 Conference Income - Vendors</b>							
Beginning Balance							300.00
<b>Total for 2010 Conference income - Vendors</b>							
<b>Retained Earnings</b>							
Beginning Balance							-27,205.20
<b>Total for Retained Earnings</b>							
<b>2011 Conference Income</b>							
Beginning Balance							5,452.87
09/16/2011	Deposit		Cash	conference registration	Checking	7,175.00	12,627.87
09/29/2011	Deposit		PayPal	2011 conference	Checking	291.00	12,918.87
10/03/2011	Deposit		Cash		Checking	735.00	13,653.87
10/03/2011	Deposit		Cash		Checking	800.00	14,453.87
<b>Total for 2011 Conference Income</b>						<b>\$9,001.00</b>	
<b>2011 Conference Income - Vendor</b>							
Beginning Balance							5,550.00
10/03/2011	Deposit		Cash	table	Checking	250.00	5,800.00
<b>Total for 2011 Conference Income - Vendor</b>						<b>\$250.00</b>	
<b>Membership Dues</b>							
Beginning Balance							3,715.42
09/29/2011	Deposit		PayPal		Checking	14.26	3,729.68
10/03/2011	Deposit		Cash		Checking	180.00	3,909.68
<b>Total for Membership Dues</b>						<b>\$194.26</b>	
<b>2011 Conference</b>							
Beginning Balance							827.84
09/07/2011	Check	809	Mary Fitzpatrick	gifts	Checking	44.95	872.79

Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
09/12/2011	Check	Debit Card	Hillers Market	gift cards	Checking	225.00	1,097.79
09/21/2011	Check	811	Frankenmuth Coach	transportation for keynote speaker	Checking	165.00	1,262.79
09/22/2011	Check	812	Frankenmuth Schuhplattler	Special Event Entertainment	Checking	700.00	1,962.79
09/26/2011	Check	813	Mary Fitzpatrick	gifts - lightening rounds	Checking	27.65	1,990.44
09/26/2011	Check	814	Leslie Burke	President's Certificate	Checking	17.08	2,007.52
09/26/2011	Check	815	Jennifer Barlow	Honoree gifts	Checking	145.15	2,152.67
10/07/2011	Check	817	Warren Graham	speaker	Checking	1,978.31	4,130.98
10/07/2011	Check	816	Katy Mahraj	scholarship	Checking	110.57	4,241.55
10/11/2011	Check	818	Michelynn McKnight	speaker	Checking	892.00	5,133.55
10/11/2011	Check	819	FedEx	Stationery & Printing	Checking	294.68	5,428.23
10/15/2011	Check	822	Irina Zeylikovich	Scholarship winner	Checking	96.44	5,524.67
10/15/2011	Check	821	Bavarian Inn		Checking	14,112.78	19,637.45
10/21/2011	Check	823	Gail Kouame	speaker reimbursement	Checking	99.12	19,736.57
10/31/2011	Check	824	Kimberly Barber	speaker reimbursement + honorarium	Checking	709.79	20,446.36
11/01/2011	Check	825	Molly Kleinman	Speaker reimbursement + honorarium	Checking	588.80	21,035.16
<b>Total for 2011 Conference</b>						<b>\$20,207.32</b>	
<b>2012 Conference - Expense</b>							
Beginning Balance							111.25
<b>Total for 2012 Conference - Expense</b>							
<b>Dues &amp; Subscriptions</b>							
Beginning Balance							440.66
<b>Total for Dues &amp; Subscriptions</b>							
<b>Education - Professional</b>							
Beginning Balance							740.00
<b>Total for Education - Professional</b>							
<b>Insurance</b>							
Beginning Balance							190.00
<b>Total for Insurance</b>							
<b>Meals and Entertainment</b>							
Beginning Balance							284.68
09/13/2011	Check	810	Heidi Schroeder	Board lunch	Checking	83.43	368.11

Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
<b>Total for Meals and Entertainment</b>						<b>\$83.43</b>	
<b>Office Expenses</b>							
							43.26
Beginning Balance							
<b>Total for Office Expenses</b>							
<b>Promotional</b>							
							300.00
Beginning Balance							
<b>Total for Promotional</b>							
<b>Rent or Lease</b>							
							200.00
Beginning Balance							
<b>Total for Rent or Lease</b>							
<b>Shipping, Freight &amp; Delivery</b>							
							157.07
Beginning Balance							
10/13/2011	Check	820	Heidi Schroeder	Resource Sharing	Checking	94.07	251.14
<b>Total for Shipping, Freight &amp; Delivery</b>						<b>\$94.07</b>	
<b>Reimbursed Expenses</b>							
							1.95
Beginning Balance							
<b>Total for Reimbursed Expenses</b>							

Wednesday, Nov 02, 2011 11:49:47 AM PDT GMT-7 - Cash Basis



## **Appendix B – 2012 Local Arrangements Report**

### **MHSLA 2012**

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

1. A proposed budget has been compiled and is presented for the Board’s review and approval.
2. A registration fee schedule is included for your approval
  - a. Full 3 day conference - \$310
  - b. 2 day conference - \$255
  - c. One day conference – \$155
  - d. Single ticket to Welcome Reception \$50.00
  - e. Single ticket to Special Event ( Thursday night ) \$55.00
3. Publicity Committee is working on creating a digital “ Save the Date” announcement

## Appendix C – 2012 Local Arrangements Proposed Budget

COMMITTEE	EXPENSE	INCOME	TOTAL
<b>Exhibits / Vendors</b>			
16 booths at \$250 each		\$4,000.00	
Vendor sponsorships		\$4,400.00	
One extra rep			
# vendor Special Event Tickets			
Vendor Posters/Signs	\$50.00		
<i>Subtotal</i>			<b>\$8,350.00</b>
<b>Welcome Reception/Special Event</b>			
Welcome Reception Food Detroit Wheels ( based on 50 people)	\$2,200.00		
Musicians ( Irish) Odd Enough	\$200.00		
Bartender ( Cash Bar)	\$100.00		
Special Event Tin Fish ( based on 50 people)	\$2,150.00		
Room Rental Group Networking	\$275.00		
<i>Subtotal</i>		<b>\$4,925.00</b>	
<b>Accommodations (Food, AV, Room Rental)</b>			
Wed Microphones	\$375.00		
Wednesday - 2 - Projection Screens - 8 feet	\$80.00		
Wednesday - Meeting Room Rental Fee	\$300.00		
Wed Internet	\$125.00		
Wed All Day Beverages - Coffee, Tea, Soft Drinks and Bottled Water 50 People	\$350.00		
Wed Breakfast	\$1,100.00		
Wed Lunch	\$1,100.00		
Wed aft Break - Ballroom	\$90.00		
Wed aft Break - Gallery	\$90.00		
Thursday - 1 - Projection Screen - 8 feet	\$40.00		
Thursday - Meeting Room Rental Fee	\$300.00		
Thurs Microphones	\$250.00		
Thursday Internet	\$75.00		
Thursday All Day Beverages - Coffee, Tea, Soft Drinks and Bottled Water 50 people	\$350.00		
Thurs Breakfasts	\$1,100.00		
Thurs Lunch	\$1,300.00		
Thurs Aft Break	\$140.00		
Friday - 1 - Projection Screen - 8 feet	\$40.00		
Friday - Meeting Rooms Rental Fee	\$300.00		
Fri Microphones	\$250.00		
Fri Internet	\$75.00		
Friday All Day Beverages - Coffee, Tea, Soft Drinks and Bottled Water 50 people	\$350.00		
Fri Breakfast	\$1,100.00		
Fri Lunch			
Fri Break - Beverage Break Only	\$0.00		
<i>Subtotal</i>		<b>\$8,525.00</b>	

<b>Publicity</b>					
Save the Date Cards & Postage	\$0.00				
Programs	\$350.00				
LOGO - Honorarium	\$100.00				
Giveaways - Cars	\$111.25				
Signage	\$200.00				
<i>Subtotal</i>		<b>\$761.25</b>			
<b>Registration / Hospitality</b>					
Desk Supplies, Apples, & Badge Holders	\$150.00				
Name badges	\$50.00				
Registration ( 50 People)			\$15,500.00		
Registration for Officers (4)	\$1,240.00		\$1,240.00		
<i>Subtotal</i>				<b>\$15,300.00</b>	
<b>Misc</b>					
President Plaque	\$100.00				
Librarian Award Plaques	\$200.00				
<i>Subtotal</i>		<b>\$300.00</b>			
<b>TOTAL</b>		<b>\$14,511.25</b>		<b>\$23,650.00</b>	
<b>Profit / (Loss)</b>					<b>\$9,138.75</b>

**Appendix D – Education Budget**

MLA CE	Class/Instructor	Honorarium	Hotel	Travel / Mileage	Food	Handouts	MLA Certification
4	Institutional Review Board (IRB) for the Protection of Human Subjects. Merle Rosensweig, Librarian, Irina Zeylikovich-Lib Associate-U of M	100		70			
8	Cheap Fast Strategic Planning for Medical Libraries Pat Wagner-Denver, CO	1500	218	440	60		
4	Introduction to Epidemiology Kris Alpi-Raleigh, NC	300	109	634	60		
1	Keynote -Trends in Medical School Education Dr. Robert Folberg, OUWBSM	500		70			125
1.5	GMR/PubMed Update GMR representative Perspectives from a Medical School Library Director	100		70			125
1	Jane Blumenthal, Uof M						
1	Keynote Patient Advocacy in the New Reform Era Jamie Verdi, J.D., Professional	150		70			125
1	Patient Advocacy Institute Nurses and Librarians as Research Partners - Cathy Campbell, RN, M.Ed St. Joseph Mercy	150		70			125
	Poster - Lightning Rounds Scholarship Winners Member (2) Student (2)						
		2800	327	1424	120		625

## Appendix E – GMR Report



**GMR Regional Council  
MHSLA Board Report  
November 8, 2011**

### **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.

### **Upcoming GMR Lake Effects Webinar - Free, one hour webinar, 1 MLA Credit**

Please join the GMR on Thursday, November 17, 2011, (1pm Central time, 12pm Mountain, 2 pm Eastern) for the next Lake Effects webinar: *So You Want to Do Outreach?* Included will be an overview of outreach programs, definitions, tips and tricks and a look at the GMR's distributed model for outreach in the Region. Get to know your state's designated GMR Outreach Librarians and learn about funding opportunities for outreach.

Presenter: Jacqueline Leskovec, Outreach, Planning and Evaluation Coordinator

Meeting URL: <http://webmeeting.nih.gov/lakeeffects>.

Use conference number: 1-866-846-3997, participant code: 974772, if you are unable to call through Adobe Connect.

Registered participants will be offered 1 MLA CE credit. To register go to: <http://tinyurl.com/gmrregistration>. Space is limited to 150 participants.

You can view a recording of the current webcast as well as previously recorded programs at the GMR Website <http://nnlm.gov/gmr/training/online.html>.

Lake Effect Archive:

- **Health Literacy: Why is It Important and What You Can Do About It** ([Recording](#))<sup>🔗</sup>  
(August 18, 2011)
  - Presenter: Paul D. Smith, MD, Associate Professor, University of Wisconsin Department of Family Medicine
  - Resources: [Health Literacy Presentation](#) **PDF**, [Health Literacy Resources](#) **PDF**
  
- **Summer Update: What's New at the RML?** ([Recording](#))<sup>🔗</sup> (July 21, 2011)
  - Presenter: Kathryn Carpenter, Director of the Regional Medical Library (RML)
  - Links from this webcast: PHPartners [Healthy People 2020 Structured Evidence](#)

[Queries](#), [MLA Educational Clearinghouse](#), [Healing Totem Journey](#)

- **Researching Drugs, Environmental and Toxicology Topics** ([Recording](#)) (June 16, 2011)
  - Presenter: Holly Burt, GMR Outreach and Exhibits Coordinator
  - Trifold brochure: [All About Drugs @ NLM](#)
  
- **Caring for the Mind: Providing Mental Health Information at Your Library** ([Recording](#)) (May 19, 2011)
  - Presenters: Jacqueline Leskovec, GMR Outreach, Planning and Evaluation Coordinator, and MCR Health Information Literacy Coordinator, Siobhan Champ-Blackwell
  
- **What's Up with PubMed?** ([Recording](#)) (March 17, 2011)
  - Presenter: Holly Burt, GMR Outreach and Exhibits Coordinator
  
- **Don't Know Much About eScience?** ([Recording](#)) (January 20, 2011)
  - Presenter: Sally Gore, Note: audio is captioned.

### **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>

## Appendix F – MDMLG Report

### Metropolitan Detroit Medical Library Group (MDMLG) Representative Report 10/08/2011

- The October 6, 2011 general business meeting was held at the new Oakland University William Beaumont School of Medicine with Nancy Bulgarelli hosting. New Oakland University Dean of Libraries, Adriene Lim, welcomed the group. The program, “And the survey said...”, was a presentation of “hot topics” culled from a recent interest survey of the MDMLG membership. The titles of the individual presentations were: Information Literacy / Training - "How, When and Where You Need It @ HDGH" - Toni Janik; Marketing - "What's in a Name? First Steps to Building a Library Brand" - Gayle Williams; Space Planning - "Sprucing Up the Beaumont Library" - Janet Zimmerman. Links to the presentations are available at <http://www.mdmlg.org>.
- The next meeting will be held Thursday, December 8, 2011 at Henry Ford Macomb Warren—Hospital. The speaker will be Geoff Patterson, Regional Director of IT, Henry Ford Macomb Hospitals. His topic will be “Electronic Medical Records and Knowledge-Based Information”. Meeting coordinators are Audrey Bondar and Valerie Reid. Karin Werner, Manager of Library Services for Henry Ford Macomb Warren Hospital, will be hosting. See the MDMLG web site for further details.
- President’s Report: The Executive Board meeting dates are posted on the MDMLG website. They are: November 16, 2011, March 7, 2012 and May 16, 2012.
- Treasurer’s Report: Checkbook balance as of August 9, 2011 was \$9934.26.
- Membership: As of August 9, 2011, there were 44 regular members, 5 emeritus and 1 student for a total of 50 personal memberships. There are 20 institutional memberships.
- Newsletter: The Fall, 2011 issue has been posted on the website.
- Professional Development: The committee conducted a survey of the membership to determine which CE classes were preferred. The two top scoring classes were, “Clinical Application of Evidence-Based Practice,” and “Decision Support, Infobuttons and Beyond: Deeply Integrating Library Services into New Information Systems and Clinician Workflows.” The committee is working on scheduling these two classes for the coming year.
- Web: The password for the members-only section was changed in September. The Fall issue of the Newsletter was posted. The 2011-2012 Membership Directory was posted. The website has been updated with the new Board members and Committee Chair information. All the MDMLG History web pages have been updated. The history page has a wealth of interesting information. The entire MDMLG website was copied onto CD and sent to the Archives.

Respectfully submitted,

Gayle Williams

November 8, 2011