

Michigan Health Sciences Libraries Association
Executive Board Meeting Minutes
July 20, 2010
Midwest Collaborative for Library Services, Lansing
DRAFT MINUTES– Not Yet Approved

Present

Jennifer Barlow	Secretary; WMHSLA
Leslie Behm	M-MHSL
Sheila Bryant	President
John Coffey	Membership
Diane Gardner	Audit
Mary Hanson	Bylaws
Marilyn Kostrzewski	2010 Education Co-Chair; MDMLG
Mike Simmons	President-Elect; 2010 Conference Planning Chair
Jill Turner	Treasurer
Maureen Watson	Archivist
Abe Wheeler	Nominating; Communications

Not Present

Judy Barnes	Immediate Past President
Melanie Bednarski	ERHSLA; Outreach & Advocacy
Diane LeBar	2010 Education Co-Chair
Barb Platts	GMR
Heidi Schroeder	Resource Sharing; 2010 Local Arrangements Chair

Quorum: Yes

1. Call to Order

Sheila Bryant called the meeting to order at 10:10.

2. Approval of Minutes

The minutes of our May 18, 2010 meeting will be corrected to include the committee chairs' actual reports instead of stating that they are available on the wiki. The minutes should always include the complete text of submitted reports, with the exception of the Treasurer's report which is summarized and appended. Motion to approve the minutes as corrected was made by Jennifer Barlow and seconded by Mike Simmons. Motion passed.

The Board resolved to use the wiki for working versions of documents. Draft versions of minutes should be identified as such. Official, corrected minutes will be posted to the MHSLA web site.

3. Archivist's Report

Maureen Watson is retiring from Ferris State University on August 13. She will also resign as Archivist on that date. Alison Konieczny has expressed interest in taking over as MHSLA's Archivist. Sheila Bryant will call Alison to offer the position.

Maureen presented the agreement between MHSLA and FSU for digitization of our archives. The scanner purchased by FSU cost \$1008, but MHSLA only authorized \$800 so FSU will make up the difference. The agreement needs to be revised to make this explicit. Another revision will specify that our archives be password-protected. Maureen will have those changes made and will present the agreement for Sheila's signature.

4. Treasurer's Report

Jill Turner presented her General Ledger report for the period May 16 – July 19, 2010. The report shows a balance of \$24,690.57 in the checking account and \$12,500.48 in the certificate of deposit.

5. Review of Committee Reports

- Audit – Diane Gardner stated that the committee is working on it.
- Bylaws – Mary Hanson reported that the special election had been concluded and the proposed revisions were approved.
- Conference Planning 2010 – Heidi Schroeder submitted the following report for Local Arrangements:

Since the May MHSLA Board meeting, the group has met once and has also communicated via email. We've had a few conference planning hiccups in the last month or so.

Special Event:

We were unfortunately denied an alcohol permit for our special event from the MSU Provost's office. There is a state of Michigan law that says in places without liquor licenses (like the MSU Museum) that alcohol can only be served for free at a free event. Because our conference has a registration "fee" and because people are "paying" for the special event, we were denied. Sheila can speak more about this, as she spoke with the Provost's office. It is unfortunate that the MSU Museum did not explain this during John, Abe, and Heidi's visit – our contact made it sound like obtaining an alcohol permit would be no issue.

We decided to still go with the MSU Museum as our special event venue (we suppose not drinking goes along with our theme) as it's just too late in the game to change. We apologize for the inconvenience. People can grab a drink before at the Kellogg Center before the event and we've also discussed organizing a trip to a bar or restaurant for drinks after the event.

Welcome Reception:

We have secured our musician (Bob McCloy) for the Welcome Reception for \$250 (Jill paid \$100 deposit, other \$150 due that night) and we also have an interactive activity planned.

Vendors:

As of Friday, July 9th, we only have 6 vendors signed up for tables (no breaks, breakfasts, or lunch and learns) – although we have heard some verbal interest from vendors who haven't signed up yet. John Coffey and Mike Simmons will have more specific information at the Board Meeting. [Secretary's note: At the meeting John reported we now have nine vendors, and MD Consult has agreed to sponsor a lunch.]

We would like to recommend that MHSLA set prices for tables, breaks, lunch and learns, and registration amounts for an extra vendor. We have had some negative feedback from vendors about the varying costs from year to year. Mike has more details on this. [Secretary's note: The Board agreed that we should standardize vendor fees for our conferences. The fee schedule should be added to the Local Arrangements procedure manual. We should also consider making the Vendor subcommittee state-wide rather than regional, as we've done with the Education Committee.]

Publicity:

Work on the programs will begin in August. Heidi Schroeder will need the appropriate program text from the Education Committee (course descriptions, etc).

Registration:

The registration form will be posted to the MHSLA 2010 Conference website (<http://mhsla2010.wordpress.com/>) in August. When it's up, an email will go out to the MHSLA and MDMLG listservs (any others??).

Our next conference planning meeting is August 6th, 2010.

- Conference Planning 2011 – Diane Gardner reported that Jill Van Buskirk has been selected to lead their Vendor committee.
- Education 2010 – Marilyn Kostrzewski presented the following report:
 - Program offerings remain the same. However, the Instructional Methods class on Friday has applied for 3 MLA CE credits.
 - Total CEs offered will then be 20 credits, with the max for one person being 11 CEs.
 - Programming on Thursday ends at 3:30 to allow 1.5 hours of free time for vendors or networking.
 - Recruitment notices for Pecha Kucha and Poster participants have been submitted via the listserv resulting in a few volunteers.
 - Scholarship offerings have been promoted and will be promoted again in Aug. as the universities begin new classes.
 - Unfortunately, the summer DOCLINE class could not be scheduled yet, due to NLM not having a firm date for update completion. Will continue with the offering when update is complete.

The majority of the speaker agreements, bios and abstracts have been received. Information will be ready for the publication committee in early August.

Jill observed that we haven't been billed by MLA for the two March webcasts we agreed to sponsor. Marilyn will ask MLA again for the invoice.

- Membership – John Coffey presented the following report:
As of Monday, July 19, 2010, the MHSLA membership numbers are:

50 Institutional only, 13 Institutional/Personal, and 46 Personal. Resultant total is 109 members.

This is down 41 members compared to 2009 (10 Institutional, 31 Personal).

John noted that some Stat!Ref participants are among the members who have not renewed. He will call these delinquent members to let them know they cannot renew Stat!Ref in September unless they renew their MHSLA membership.

- Nominating – Abe Wheeler presented the following report:

Here is the current status of the nominating committee's promotional activities to get a slate of candidates for the next election.

President Elect: Nobody

Treasurer: Jill Turner

Secretary: Jennifer Barlow and Beth Trapp

Nominating: Heidi Schroeder, Gina Hug, Jonathon Crane, Doris Blauet.

I have sent the appropriate consent forms to all individuals with instructions to complete the form, sign them and then mail them back to me.

There are several issues still unresolved.

- 1) Beth Trapp offered to run for secretary if no one else was going to run. I emailed her to tell her Jennifer was interested and to get confirmation from Beth of her interest to stay on the ballot. As of this report I have not received any word Beth. [Secretary's note: Abe reported at the meeting that Beth Trapp had withdrawn her candidacy.]
- 2) With a vacancy in the Secretary position, does Jennifer need to appear on the ballot? The committee needs official word on this. [Secretary's note: Per bylaws, Jennifer will run for a one-year term and should appear on the ballot.]
- 3) President Elect is vacant and everyone the committee approached about it was quick to turn down the position.

The Board discussed recruiting for President-Elect. A few names were proposed and delegated for follow-up. Most folks who have been approached say that they are overwhelmed at work, and can't take on extra responsibilities. Abe indicated he would be willing to run for President-Elect if no one else volunteers.

- Communications – Abe Wheeler said he plans to set an August 15 deadline for newsletter content, shooting for an August 30 publication date. Promoting the conference will be the major theme of the upcoming issue. Abe asked if present and former MHSLA officers might write articles for the newsletter about their experiences. It might encourage other members to volunteer for the Board. Plus, Abe always appreciates help with content for MHSLA News. Try a question & answer format.

- Research – no committee at this time.

- Resource Sharing – Sheila Bryant read the following report submitted by Heidi Schroeder:

NLM Duplicates

Of the 102 books and DVDS from the latest NLM Duplicate shipment 73 were claimed by 13 libraries. Titles were shipped July 12. Heidi Schroeder is saving unclaimed titles to distribute at the MHSLA Conference like last year.

MHSLA DOCLINE Group

Because several MHSLA institutional memberships have still been trickling in, the Committee decided to delay this project a bit. Sandy Howe will be getting the most recent list of Institutional Members from John Coffey and will start updating the DOCLINE Group later this month.

Procedure Manual

The Resource Sharing Committee's next project is to update our procedure manual.

- Group Purchasing – Mike Simmons reported on the upcoming changes to our Stat!Ref subscription. McGraw-Hill titles, anatomy.tv, and some low-use titles are being dropped. Diana Mitchell has sent out a message asking for a commitment to participate. Stat!Ref won't allow fewer than 25 users for our group. Diana has suggested a tier structure for pricing; universities use Stat!Ref much more than hospitals.

Mike stated that he won't be able to chair Group Purchasing next year. Susan Kendall might be interested in taking over. MCLS is working with the GMR now on the possibility of expanding group purchasing throughout the region. This development might make our committee's work redundant.

With the changes we've made to Stat!Ref, it no longer offers comprehensive coverage – some disciplines are missing. Libraries can fill the gaps with a la carte purchases through Stat!Ref or Rittenhouse's R2. McGraw-Hill's Access collections are also alternatives, but you have to buy them by the package.

- Outreach and Advocacy – no report at this time.

6. Regional Group Reports

- GMR Regional Council – Barb Platts submitted the following report:

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 <http://nmlm.gov/gmr/> and click on the Member Services drop down menu. Click on GMR Lending Library and search the online catalog. For additional information contact Max Anderson at 312-996-2464 or max@UIC.EDU.

E-Licensing Update - The E-Licensing Working Group of the RAC at the GMR has been in contact with the Midwest Collaborative for Library Services (MCLS) about offering group purchasing of health-related online packages to all GMR members in the 10-state region. Based on the results of a regional survey, a book package, a database package, and an e-journal package will be offered. More information will be forthcoming from the GMR.

Barb also provided a list of upcoming events from the GMR.

- ERHSLA – Diane Gardner reported for Melanie Bednarski. They are holding a 2011 conference planning meeting after today's Board meeting.
- MDMLG – Marilyn Kostrzewski presented the following report:

The Summer Educational Program and luncheon was held at Mario's Restaurant, in midtown Detroit. The speaker, James J.K. Kennedy, President of Success Seekers International, presenting the program "Leadership 2010: Change, Optimism and The Disney Way" was very entertaining, while giving attendees great advice and information to think about.

The next meeting will be September 16, 2010 @ Oakwood, Dearborn.

The Lunch 'N Learn will include presentations by 3 e-Book Vendors: Elsevier, Lippincott Williams & Wilkins, and McGraw-Hill.

The Program topic is Evidence-Based healthcare: Rating the Evidence.

Participants are still being finalized

More information will be available @ www.mdmlg.org in the near future.

Membership

49 Personal; 18 Institutional; 7 Emeritus; and 5 Student

Professional Development:

The Powerpoint slides for the CE program, The Beauty of Some Rights Reserved: An Introduction to Copyright, Publishing and Creative Commons, are available on the MDMLG web page.

Gina Hug has volunteered to be the new chair for this committee.

New offerings will be available soon.

Salary & Benefits:

The next survey will be this summer.

Survey Monkey will be utilized for this survey.

The new edition of the newsletter is available online.

Officers:

Toni Janik is new President

JoAnn Krzeminski, is the new Program chair

Please contact them with ideas or concerns for the 2010-2011 year.

- M-MHSL – Leslie Behm reported that they've been busy planning the conference.
- WMHSLA – Jennifer Barlow presented the following report:
WMHSLA held a summer membership meeting at Munson Community Health Center in Traverse City on Friday, July 9. We had a serious discussion about the state of medical libraries and the future of MHSLA. The following summary of that discussion is excerpted from our meeting minutes:

MHSLA Business

We reviewed MHSLA activities and issues. A special election was just held and proposed revisions to the bylaws were approved. One revision removed the restriction on officers serving consecutive terms; the other rewrote the elections section to allow for electronic voting.

The Nominating Committee is having a lot of trouble recruiting candidates. People are reluctant to run for the Board and especially reluctant to assume the position of President-Elect. This has been true for several years. Also, membership numbers are down. What does this portend for the future of MHSLA?

We discussed the benefits of MHSLA membership: education, networking and group purchasing. MHSLA may need to evolve or merge with another group to remain viable. As long as these membership benefits are still met in some way, our libraries will be all right.

Regarding group purchasing, the GMR is currently exploring a partnership with MCLS to offer our consortium purchases to a wider region. Concerning education, MHSLA spends much of its time and energy on our annual conferences. They provide great value, but content is not cutting-edge and they

draw a relatively small number of attendees. We're also finding that vendors are less willing to support our conferences because they are so small.

Perhaps MHSLA should consider holding joint conferences with the Michigan Library Association or Special Library Association. We could offer programming for a medical track at the conference, and contribute toward a big-name keynote speaker. Larger conferences get more vendor attention, better programming, and we would be able to share the work of planning and putting on the conference. This work has become quite onerous for the shrinking Board and host sites.

Networking is still one of MHSLA's key benefits. If group purchasing were overseen by the GMR and conferences were planned jointly with another association, we would still want opportunities to get together to share information and support each other. MHSLA's regional groups should continue to meet regularly. Meetings could be more frequent and less formal.

If conference planning responsibilities were reduced, MHSLA Board service would be less stressful and time-consuming. Members might be more willing to serve.

[from WMHSLA Meeting Minutes 7/9/10]

We also discussed the MLA conference, changes to Stat!Ref, the new QuickDoc, and enjoyed a presentation by Sandy Swanson on "What's New in MeL."

WMHSLA will meet again in November. Alison Konieczny will assume the Presidency and elections will be held for Secretary, Treasurer, and President-Elect.

7. Old Business – none.

8. New Business – Sheila Bryant will send out a call for Librarian of the Year nominations.

Former Board member Yvonne Boudreau has left Michigan to pursue a master's at Northwestern. The Board directed the Secretary to send a card wishing her well.

Mike Simmons stated he is working on filling positions for next year's Board. Mike thinks we should use the newsletter to communicate what committee chairs do.

To recruit a chair for the Research Committee, it might help if we provided a list of suggested topics for research projects. Jill Van Buskirk has been working on a survey. Would she like to take over as research chair?

Diane Gardner asked if we have a formal process for reaching out to new members. This would be a good task for Outreach & Advocacy. New librarians can be shy about asking for help.

Another outreach project idea: recruiting for members from every university in the state. They should all be institutional members, and each school should be sending a representative to our conference.

Maureen Watson suggested that we challenge every member to bring a guest to the conference. We should also make an effort to invite public librarians. Several who have come recently have found our conferences valuable.

MHSLA should be keeping in touch with all member institutions and tracking personnel changes. Should the Membership chair be doing this, or is this a task for the regional group representatives? Topic tabled for future discussion.

9. Adjournment

The meeting was adjourned at 1:27 p.m.

Respectfully submitted,
Jennifer Barlow
MHSLA Secretary