

**Michigan Health Sciences Libraries Association  
Executive Board Meeting Minutes  
Tuesday, September 16, 2008  
10:00 a.m. at the Michigan Library Consortium, Lansing, MI**

**Present:** Janet Zimmerman, President; Arlene Weismantel, Secretary and Publications; Maureen Watson, Archivist; Pat Vinson, Treasurer; Mary Hanson, Bylaws; Judy Barnes, President-Elect; Sandra Martin, 2008 Local Arrangements; Ellen O'Donnell 2008 Conference Coordinator; Patricia Martin, Immediate Past President; Mike Simmons, MMHSL and Technology; Sheila Bryant, Nominating; Heidi Schroeder, Group Purchasing and Resource Sharing; Melanie Bednarski, ERHSLA; Yvonne Boudreau, GMR Regional Council; Marilyn Kostrzewski, MDMLG.

**Not Present:** Pat Vinson, Treasurer; Diane Le bar, Audit; Gale Oren, Membership; Misa Mi, Research; Vanina Chavarri, Outreach and Advocacy; Brett Powers, WMHSLA and 2009 Local Arrangements; Barb Platts, GMR Regional Council.

**1. Call to order**

President Janet Zimmerman called the meeting to order at 10:10 a.m.

**2. President's remarks**

President Janet Zimmerman had no remarks at this time.

**3. Approval of minutes**

Mike Simmons moved to approve the minutes of the July 12, 2008, Board meeting. Marilyn Kostrzewski seconded the motion. Motion carried.

**4. Archivist's report**

Archivist Maureen Watson is working on a poster for the Annual Conference titled "Information Interaction: MHSLA and the Midwest Joint Meetings." She will highlight the joint conferences between 1985-1999. Maureen will be taking photos at the Annual Meeting. She encourages members to submit photos to her as well. Please keep forwarding materials for the Archives.

**5. Treasurer's report**

7/15/08-9/16/08

Income: \$15,836.00

Expenses: \$ 2084.45

Total Assets: \$67,757.35

Janet will follow up on the tax and mail situation. Arlene has not been receiving any mail from MLC. MLC says that they have been passing it on.

## **6. Review of Committee Reports**

### **Audit**

No report. Diane LeBar was not present.

### **Bylaws**

The Board reviewed the proposed Bylaws changes. Immediate Past President Pat Martin made a motion to approve the proposed Bylaws changes as written. Mike Simmons seconded the motion. Motion approved. Bylaws Chairperson Mary Hanson reported that she will mail out the proposed Bylaws changes this week so that the membership will receive them 30 days before the Annual Business Meeting as required.

### **Conference Planning**

#### **2008 Conference Planning**

Registrations received to date (9/15/08): 134

Budget projections, based on 175 registrations would result in about a \$2000 deficit. With the registration income and exhibitor income as of 9/10/08, our current deficit is about \$19,000. This estimate includes actual registration income from 126 people.

We are up to over \$24,000 in exhibitor fees and donations, surpassing our projection of \$17,000. We have 24 confirmed vendors and 3 Sunrise Seminars are scheduled (Ovid, Ebsco, and MDConsult).

Our plenary speaker, Eugenie Prime, had to withdraw due to health issues. M.J. Tooley has agreed to fill in as plenary speaker and will be talking about the MLA Vital Pathways initiative. A couple of other speakers / instructors have had to withdraw, but were able to provide substitutes.

The final program is at the graphic designer and should be ready for proofing soon.

The contract with the DIA has been signed for the special event.

A reminder was sent out about the "early bird" deadline of September 1, 2008.

Due to the high cost of transportation from the airport, Patty Supnick has agreed to assist attendees arriving by plane in finding other attendees who may want to share a ride. An email has been sent out to the Midwest listserv to this effect.

The planning committee met on Wednesday, Sept. 10, 2008 at Oakwood and will be meeting again on Sept. 25.

Mary Ryan, the President of MLA will be attending and addressing the group on Sunday morning.

There are 18 poster submissions and 16 contributed paper submissions.

MHSLA Board members in attendance are asked to attend the newcomers' reception from 6:00pm – 6:30pm immediately preceding the welcome reception. This is an opportunity to meet first time attendees (either to Midwest or MHSLA).

Sponsorship – MDMLG is contributing \$1500 toward the welcome reception. Should the MHSLA contribution (\$1500) go toward this event also?

The MHSLA general meeting will be held over lunch on Sunday, Oct.19 from 12pm – 1:45pm.

### **2009 Conference Planning**

Janet Zimmerman reported in Brett Powers' absence. WMHSLA would like to sign a contract for the Holland Princess, the 2009 Special Event. A deposit of \$500.00 is required. President-Elect Judy Barnes motioned to approve the \$500.00 deposit. Arlene Weismantel seconded the motion. Motion approved.

### **2010 Conference Planning**

2010 Local Arrangements Chairperson Mike Simmons reported that the contract with the Kellogg Center has been signed.

### **Education Committee**

Janet Zimmerman reported that 3 Conference scholarships have been awarded. The student scholarships were presented to Mary Fitzpatrick and Alicia Dietz (Alpena). The member scholarship was awarded to Jenny Wang. Scholarship recipients received full-conference registration, lodging plus 1 CE class.

### **Membership Committee**

Chair Gale Oren was not present, but sent the following report:

Memberships in MHSLA for 2008 as of Sept 16, 2008

**69** institutional memberships

**96** personal memberships

Of the above, 11 people serve as both institutional representative and have a personal membership as well.

### **Nominating Committee**

A Slate of candidates, minus a nominee for President-elect, was presented to the MHSLA board for approval at the July 15th board meeting. The board approved the following slate:

President-elect:	None
Treasurer:	Jill Turner
Nominating Committee:	John Coffey – Mid Michigan Mary Fitzpatrick – ERHSLA Sandy Swanson – West Michigan No candidate from MDMLG No candidate from Upper Peninsula

As of the July Board meeting, the Nominating Committee was to continue to ask for nominations for President-elect. A number of members were nominated but they all declined the opportunity to run.

With some encouragement from members, Sheila Bryant decided to run for President-elect. Unfortunately, it was too late to send out a preliminary slate to the MHSLA membership and still get the ballots out on time. The Board voted to submit the ballot to the membership without sending out a preliminary slate. The ballots were mailed to the membership at the end of August. The ballots are due on October 1, 2008.

Because Sheila Bryant is running for the position of President-elect, the MHSLA Secretary will take on the responsibility for counting the ballots. As soon as the results are available, the President will be notified so she can notify the candidates. The election results and a final report will be given at the General Business Meeting on October 19, 2008.

### **Publications Committee**

Board members requested that the Publications Committee list who's on each MHSLA Committee in the next issue of the MHSLA News. A list of officers and committee chairs should also be included in the MHSLA Directory.

### **Research Committee**

No report. Chairperson Misa Mi was not present.

## **Group Purchasing and Resource Sharing**

### ***Resource Sharing***

#### NLM Duplicates Program

Of the 107 free NLM duplicates books available to MHSLA members between July 7<sup>th</sup> and August 29<sup>th</sup>, 82 were claimed. Betty Marshall and Mary Jo Wyles will be packing and shipping titles later this month.

#### MHSLA DOCLINE Group

An 11-question survey was distributed to MHSLA DOCLINE Group members on July 23, 2008. Jodi and Heidi will analyze and then summarize results by the next Board Meeting.

### ***Group Purchasing***

#### Changes to Procedure Manual

Several changes were made to the Group Purchasing Procedure Manual. Deb Adams made these changes based on Audit's recent procedure manual changes as well as several outdated items in the group purchasing procedure manual. The old and newly revised manuals are provided in the pages following this report. Mike Simmons uploaded the new manual to the MHSLA website.

#### New Chair

Mike Simmons will take over as Group Purchasing Chair when Deb Adams steps down at the Annual Meeting. Thanks for your service Deb!

#### STAT!Ref

Janet will briefly address the Board about the STAT!Ref Group Purchase today. She was contacted by Diana Mitchell from the MLC about several issues, some of which have come up among Group Purchasing committee members via email. There will be a meeting with the MLC regarding STAT!Ref later this afternoon.

#### Future of Group Purchasing

When Deb announced she was stepping down, she suggested that Group Purchasing might want to dissolve as a sub-committee and become part of the general Resource Sharing Committee. As Resource Sharing Chair, Heidi Schroeder does not feel that that Group Purchasing should dissolve into Resource Sharing. The Board discussed the history behind the Group Purchasing Committee and decided that it should be a standing committee again. Mary will work on the bylaws changes for next year. Heidi and Mike Simmons will work on procedure manuals for the two committees.

## **Technology Committee**

Chairperson Mike Simmons said that he has no report at this time.

## **Outreach and Advocacy**

No report. Chairperson Vanina Chavarri was not present.

## **7. Regional Group Reports**

### **ERHSLA**

Representative Melanie Bednarski reported that the big news at this time is that Lea Ann McGaugh is officially retiring from McLaren Reg. Med Ctr. on October 3, 2008. No decision has been made as to whom her successor will be. I have details about her retirement dinner and will post the invitation separately.

Genesys would like to apologize for any delays with Docline requests because we are very short staffed since Doris has been on vacation in Nova Scotia and Barb's hours were cut. Doris will return on Sept. 22, 2008.

Also the Genesys Health Foundation liked the grant proposal for the NLM grant for a Consumer Health Library so much that they are now shopping it around to other grant opportunities.

### **GMR Regional Council**

Yvonne Boudreau reported in Barb Platts' absence. There are numerous upcoming events sponsored by the GMR. Please see Barb's report for more detail.

### **MDMLG**

Representative Marilyn Kostrzewski reported on MDMLG activities & members. Marilyn suggested better coordination of MHSLA and MDMLG educational offerings. Everyone agreed that this was a good idea. Toni Janik, an MDMLG member, is the incoming MHSLA Education Chair. Toni should be able to achieve this goal.

### **MMHSL**

Representative Mike Simmons reported that the next MMHSL meeting is on October 3. MMHSL is thinking about the need for an Education Chair for 2010 because Local Arrangements planning is already underway. Melanie Bednarski said that it was very helpful for the Education and Local Arrangements chairs to be in the same area. MMHSL will see if they can solicit a volunteer to be Education Chair at the next meeting.

### **WMHSLA**

WMHSLA members present said that the group had met at the Doubletree Hotel in Holland to continue conference planning.

## **8. Old business**

**A. Joint Conference Proposal from Registered Nurses Association in Michigan 2009 Conference** – Mike Simmons has no new news on this front.

## **B. MHSLA Librarian of the Year Nominations**

After discussion, Mike Simmons made a motion to give the 2008 Librarian of the Year Award to Ellen O'Donnell and provide Lifetime Achievement Awards to Lea Ann McGaugh and Carole Gilbert. Sheila Bryant seconded the motion. Motion passed. Arlene Weismantel needs to get plaques made in advance of the Annual Conference.

## **9. New Business**

### **A. MHSLA Elections Process**

There will be a test of voting using Survey Monkey. If it works, we will pursue changing the Bylaws. We will continue to allow write-ins on the MHSLA ballot.

### **B. MLC's role in STAT!Ref**

President Janet Zimmerman, Heidi Schroeder and others met with Diana Mitchell from MLC to discuss their role.

Hospital mergers are an issue. Out-of-state members are not allowed to join the STAT!Ref purchase.

Book lists are a concern. Who's reviewing the content? There is wrangling because of price increases. Some institutions pay for more than one user, but this is not equitable. There are no usage criteria.

- Approach STAT!Ref to see if they will invoice us separately.
- The billing should be handled by MLC if we are paying them.
- We should be responsible for collection development.
- We need to ask STAT!Ref for usage statistics by title.
- Can Natural Standard serve as a model for how to handle STAT!Ref? They price based on beds with the Universities priced separately.