

**Michigan Health Sciences Libraries Association  
Executive Board Meeting Minutes  
November 13, 2007  
10:00 a.m. at the Michigan Library Consortium**

**Present:** Judy Barnes, President Elect; Melanie Bednarski, 2007 Education; Yvonne Boudreau for Barb Platts, GMR Regional Council; Vanina Chavarri, Outreach and Advocacy; Doris Blauet, Sheila Bryant, Nominating; Mary Fitzpatrick, 2007 Local Arrangements; Mary A. Hanson, Bylaws; Marilyn Kostrzewski, MDMLG; Diane LeBar, Audit; Sandra Martin, 2008 Local Arrangements; Ellen O'Donnell, 2008 Conference Coordinator; Brett Powers, WMHSLA; Heidi Schroeder, Group Purchasing and Resource Sharing; Mike Simmons, MMHSL; Sandra Swanson, Publications Committee Member; Patricia Vinson, Treasurer; Arlene Weismantel, Secretary & Publications Committee Chair; Janet Zimmerman, President

**Not Present:** Gale Oren, Membership; Misa Mi, Research; Patricia Martin, Immediate Past President; Maureen Watson, Archivist; Carole Gilbert, 2008 Education; Barbara Platts (represented by Yvonne Boudreau), GMR Regional Council

**Quorum:** Yes

**1. Call to order**

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

**2. President's remarks**

President Janet Zimmerman welcomed everyone at the meeting. This is her first Board meeting as President.

**3. Approval of minutes**

Arlene reminded Board members that Committee reports should be sent to the Board List. The text of the report should be included in the email because the list does not accept attachments. After some discussion, the Board decided that it's not necessary to place these Committee reports on the website.

Arlene listened to the videotape of the July meeting to complete the minutes. Those that joined the meeting via videoconference were easily visible on the tape. Those present in Lansing were in a very small picture-in-picture box and it was difficult to tell who was talking. Can this be changed? Mike Simmons, as Technology Chair, will investigate.

- **Mike Simmons moved that the minutes of July 17, 2007 be approved. Doris Blauet seconded the motion. Motion carried.**
- **Doris Blauet moved that the minutes of September 17, 2007, be approved. Mary Fitzpatrick seconded that motion. Motion carried.**

**4. Archivist's report**

No report. Maureen was not present at the meeting.

## **5. Treasurer's report**

2007 Conference speakers will be issued a deadline after which they will not be able to submit expenses for reimbursement. Pat Vinson will send an email to these people letting them know about the deadline.

We now have an account set up for FedEx shipping. This company is different from FedEx-Kinkos with whom we already have an account. We shipped unsold books back to the Unshelved guys as this was in their contract.

Pat adjusted all previous Treasurer's statements to reflect the actual STAT!Ref account balances. We have been paying the \$20/year incorporation fee out of the STAT!Ref account. This situation has been rectified after the meeting with MLC.

Account balances as of 11/13/07

- Checking \$18,352.01
- CD \$16,287.40
- MLC \$973.66
- Total Income: \$35,613.07

**Doris Blauet moved to approve the Treasurer's Report. Marilyn Kostrzewski seconded. Motion carried.**

## **6. Standing Committee Reports**

### **Audit**

Diane LeBar reported that there is no new news. She asked if there were any Audit implications that were discussed in the meeting with the Michigan Library Consortium regarding the STAT!Ref purchase. No one was sure of the details, so Diane will need to follow up with Pat Martin who is not present at today's Board meeting.

### **Bylaws**

Mary Hanson reported that there is no new news.

### **2007 Local Arrangements Committee**

Mary Fitzpatrick reported that the Local Arrangements Committee has not met since the Conference. Conference evaluation results have been posted on the MHSLA website. All local arrangements activities were rated well with the exception of the Special Event. The leftover t-shirts will be given away at the support staff workshop and the extra bags will be kept for the 2008 conference because they do not have the year printed on them.

There were 36 full-conference registrants, 4 2-day registrants and 16 vendor registrations. Total expenses were \$28,195.18. Total income was \$25,524.50 for a loss of \$2,670.68

To summarize the survey: 91% (54) were hospital librarians, 5% (3) were support staff. 70% (39) were employed by hospitals while 13% (7) were academic medical librarians. MDMLG was the largest group represented. 14 responses were from people who did not attend the conference. 83% (19) said that their employer still pays for the conference. The hotel was rated excellent by 60% or more for sleeping rooms, meeting rooms, meals, breaks and the Opening Reception. The major reasons for not attending the conference were cost and programming 28% (7), time 24% (6), lack of institutional support 16% (4), distance 8% (2), and solo librarian 4% (1). Only one vendor filled out a survey. An error on the Committee's part was in not sending the link out to vendors.

For a complete list of comments, please see the evaluations posted on the web and included in the Local Arrangements notebook.

### **2007 Education Committee**

Melanie Bednarski submitted a detailed report of Education Committee expenses. Arlene Weismantel has summarized her report here. The following are actual costs reported by Melanie.

Scholarship Winners	\$1,187.98
Poster Presentations	\$0.00
Keynote Speakers (Unshelved)	\$4,611.82
Dr. James Matarazzo/Prescription	\$1,187.19
Stacy Payne/Generations	\$1,206.76
Amy Lyons/Pat Sarchet/Ethnic	\$897.95
Maryanne Ryan/Maribeth Slebdonik	
Government Info.	\$506.24
Karen Vargas/Beyond an Apple a Day	
Special Event	\$40.00
Bonnie Campbell/MeL Databases	
CE Credit Application	\$175.00
Sandy Swanson/RSS & Blogs	\$425.96
Doc Chocolate	\$448.48
Linda Draper/Go Local	\$338.60
Charniel McDaniels/Link Out	\$0.00

**Education Total as of 11/12/07     \$11,115.98**

Not all speakers have turned in reimbursement forms yet.

Comments on the evaluation forms were generally positive for Education Committee activities, especially for the CE class on generational differences. Other comments included that there was not enough time for vendors and that the posters were not at a good time because they conflicted with a class. At least one member mentioned a concern about professionalism at the General Business Meeting.

**2008 Local Arrangements Committee**

Sandra Martin and Ellen O'Donnell reported that they have identified some classrooms with PCs for hands-on classes.

Several people from MHSLA attended the Midwest Conference in Omaha. They did a skit advertising the 2008 joint conference. Promotional booths were present at both MHSLA and Midwest. They were hoping for 250 registrants at the 2007 conference.

They have verbal commitments from all of the speakers and now need to get written contracts signed. Pat Vinson added information on 2008 conference expenses: \$2175.84 has been spent on PR and \$4,000 has been paid as a deposit for the FISH speaker.

Excerpts from the written report:

- The Special Event will be held at the Detroit Institute of Arts. There will be a welcome reception with a Motown theme at the Marriott featuring Michigan foods and beverages.
- The keynote speaker will be Dina Ebert from the FISH leadership organization. The plenary speaker will be Eugenie Prime.
- Ten CE opportunities are currently planned as well as contributed paper and poster sessions.
- A conference planning wiki is up and running. All committee members are using the wiki to keep each other informed.

**Membership Committee**

Gale Oren reported that as of November 12, 2007 there are 70 institutional memberships and 104 personal memberships. 13 people are both institutional and personal members. There is one unpaid membership for the serials librarian at the Library of Michigan so that he receives our newsletter. 2008 membership renewal is underway and the mailing should be completed by the end of November. Gale submitted the following items for reimbursement: labels, \$20; postage, \$125.

### **Nominating Committee**

Sheila Bryant introduced herself as the new chair. There is no new news as this committee has just been elected.

**\*\*\*\*\*AT THIS POINT IN THE MEETING, THE MERIT NETWORK WENT DOWN. WE LOST CONTACT WITH TRAVERSE CITY AND ALPENA.\*\*\*\*\***

### **Publications Committee**

Arlene reported that the next newsletter deadline is December 15, 2007 for the Winter 2008 issue.

Mike Simmons has been regularly updating the website.

Arlene and Mike recommended that the Publications and the Technology Committee merge to become the Communications Committee. Under the Communications Committee, there can be subcommittees or people with specific roles that deal with the newsletter, website, electronic discussion lists and blogs/wikis. Mary Hanson will investigate Bylaws changes and report at the next meeting.

**\*\*\*\*\*THE MERIT NETWORK CAME BACK UP\*\*\*\*\***

Sandy Swanson demonstrated the MHSLA blog at mhsla.wordpress.com. Sandy took over the blog and made many improvements. Sandy screens comments posted to the blog. She will look into how much it costs to post more.

Many hospital librarians can't access the blog because of Internet filtering. Sandy reported that she has had good luck in contacting IT departments to explain the professional nature of certain blogs and that they have responded by permitting them.

Hospital libraries pose challenges to their institution's IT departments. How can this be addressed, researched?

**\*\*\*\*\*TRAVERSE CITY AND ALPENA DISCONNECTED\*\*\*\*\***

### **Research Committee**

Janet Zimmerman read Misa Mi's report:

The Research Committee has sent a message to the MHSLA list about access to SurveyMonkey. Any member who is interested in using the online survey tool can email Misa Mi at [mmi@dmc.org](mailto:mmi@dmc.org) to obtain the username and password.

The Committee has already started planning for 2007/2008 research projects. To align with the theme of the 2008 Annual Conference—Connection, Bridging the

Gaps, the Committee is designing a survey in an attempt to examine the use of Web 2.0 technologies by MHSLA members. The survey will be administered to MHSLA members in January 2008. It is hoped that the results of the survey could provide useful information for the organization in making informed decisions about CE class/program offerings related to Web 2.0 technologies.

Should we encourage a new hospital library research project? The data from the previous one is now old. It was presented by Maureen as a poster at MLA '93 and included the importance of hospital libraries to residents. Janet will talk to Misa about ideas.

The MLA benchmarking survey is being updated. People stressed that this data is very helpful if your administration is trying to cut your staff. The MDMLG salary survey has also been very helpful.

Group Purchasing and Resource Sharing  
Chairperson Heidi Schroeder submitted the following report:

Jodi Tyron of Grand Valley State University became a member of the Resource Sharing and Group Purchasing Committees.

The MHSLA DOCLINE group was updated in October.

Jodi and Heidi will be soliciting feedback from MHSLA DOCLINE members in early 2008.

Look for an article in the next MHSLA newsletter on proper DOCLINE use.

NLM Duplicates Program: Heidi is waiting for the list of books (to be distributed on the MHSLA list) to arrive from Betty Marshall and Mary Jo Wyels.

How do MHSLA Board members feel about having books from the NLM Duplicates Program available to members at the MHSLA Annual Conference? If there is interest, the Committee will develop a set of procedures. This method would alleviate shipping charges.

There is no report from the Group Purchasing Committee (Deb Adams).

### **Technology Committee**

Mike Simmons reported that Technology issues were included in the Publications Committee report, above.

### **Regional Group Reports**

## **ERHSLA**

Mary Fitzpatrick reported that since the last Board meeting, ERHSLA hosted the Annual Conference. With the Conference completed, they returned to their respective institutions to recuperate. McLaren, Hurley and Genesys spent two days in October learning about EOSweb with a trainer from EOS International. ERHSLA is planning a meeting for early December where they will discuss the Conference, a merger offer and information from the November Board Meeting.

## **GMR Regional Council**

Barbara Platts submitted a report listing upcoming events in the Midwest region.

## **MDMLG**

Marilyn Kostrzewski reported:

The next MDMLG meeting will be held November 29. The lunch and learn features TDNET. Following the meeting, Leslie Behm will present on "Google Bells and Whistles".

2008 program dates: April 3, public library venue; June 19 Summer Luncheon; September 18, Mt. Clemens General Hospital.

MDMLG has purchased a digital camera for use by the PR officer and other members. Check out is required.

Val Reid and Alexia Estabrook reviewed the accuracy of the procedural documents. Updates and edits were discussed and approved and are now available in a wiki from the MDMLG home page.

Checkbook balance as of Nov. 1: \$15,404.61

A new issue of the MDMLG newsletter will be available Nov. 15

NLM Gateway, Clinical Trials.gov and the MLA Webcast on scholarly publishing and open access were offered.

MDMLG will be soliciting nominations for offices in November.

## **M-MHSL**

- M-MHSL met on November 9, 2007.
- Heidi Schroeder was voted in as the new M-MHSL Secretary.
- The group voted on a potential merger with ERHSLA. In a 6-1 decision, the proposal was defeated. At this time, M-MHSL members do not want to merge with ERHSLA.
- M-MHSL will host an OVID SP training class in the spring of 2008.
- Concern was expressed over discussion to shorten MHSLA Annual Education Conferences. The rationale for not doing so is included here:
  - Fewer CE credits would be available inexpensively

- Hospital librarians, the majority of MHSLA conference attendees, are not typically able to attend MLA conferences.
- Multiple registration options already exist, i.e., 1-3 days
- MHSLA conferences are a “real deal”

### **WMHSLA**

Brett Powers reported that the first meeting WMHSLA since merging with the northern Michigan group (formerly known as NMHSLG) will take place on November 20 in Grand Rapids.

## **8. Old Business**

There is an MLA webcast on scholarly communication and open access on Nov. 20. The MHSLA Education Committee has typically coordinated these webcasts to ensure statewide coverage, facilitate requests for GMR funding, and provide additional funding within Michigan when appropriate. This did not happen for the Nov. 20 webcast. Would our GMR liaison be willing to do this?

## **9. New Business**

**a. Joint Conference proposal from the Registered Nurses Association in Michigan – (RN-AIM) for 2009 Conference.** There are many ways to blend our conferences. We could combine our poster & vendor displays or keynote address. We could provide shared CE on databases of mutual interest like First Consult, Up To Date and CINAHL. We could provide shared roundtables.

The RN-AIM Conference takes place every 2 years and rotates among MI regions. We need to make ourselves known and friendly.

Mike Simmons will talk to the RN-AIM President who works at Sparrow Hospital.

### **b. Conference Planning Discussion**

Our conference planning rotation has been shortened because of the merger of WMHSLA and NMHSLG. We need to keep in mind that it’s important for our conferences to be held in a variety of places throughout the state. Whoever lives closest to the conference location is inevitably going to be responsible for local arrangements.

Mary Fitzpatrick and Melanie Bednarski stressed that it worked well for the chairs of education and local arrangements to be from the same local group to facilitate communication. The Local Arrangements committee gets more local people involved including those who are not normally able to participate in MHSLA activities.

The Conference rotation will be as follows:

2008 MDMLG  
 2009 WMHSLA  
 2010 MMHSL



2011 ERHSLA  
2012 MDMLG  
2013 WMHSLA  
2014 MMHSL

UPHSLA is no longer a regional group. One of the UP librarians' positions was cut as of December 31. The other librarian only works part-time. Can Vanina make contact with Lake Superior State and Northern Michigan University? They have medical programs. We could also involve the GMR in outreach to public libraries in the UP.

We need to think about Conference succession planning.

## **10. Adjournment**

Doris Blauet moved to adjourn the meeting at 12:40 p.m. Marilyn Kostrzewski seconded. Motion carried.