

**Michigan Health Sciences Libraries Association**  
**Executive Board Meeting Minutes**  
**September 18, 2007**  
**10:00 a.m. at the Michigan Library Consortium**

**Present:** Mary Hanson, Bylaws; Misa Mi, Research; Marilyn Kostrzewski, MDMLG; Janet Zimmerman, Conference Planning Chair & President-Elect; Heidi Schroeder, Group Purchasing & Resource Sharing; Gale Oren, Membership; Brett Powers, WMHSLA; Pat Vinson, Treasurer; Ellen O'Donnell, 2008 Conference Coordinator; Mary K. Fitzpatrick, 2007 Local Arrangements; Melanie Bednarski, 2007 Education; Michael Simmons, MMHSL & Technology; Patricia Martin, President; Arlene Weismantel, Secretary & Publications; Diane LeBar, Audit; Barbara Platts, GMR Regional Council

**Not Present:** Maureen Watson, Archivist; Sandra Martin, 2008 Local Arrangements; Carole Gilbert, 2008 Education; Doris Blauet, Nominating; Vanina Chavarri, Outreach & Advocacy; Chris Allen, NMHSLA; Linda Winslow, UPHSLC

**Quorum:** Yes

**1. Call to order**

President Pat Martin called the meeting to order at 10:10 a.m.

**2. President's remarks**

Pat welcomed Heidi Schroeder to the Board. Heidi is taking over as Chair of the Group Purchasing and Resource Sharing Committee.

**3. Approval of minutes**

As of this meeting, Arlene Weismantel will be taking minutes at the Board meetings. Arlene is currently serving as interim Secretary after the resignation of Mary Cox. Arlene reported that the minutes of the last Board meeting on July 17, 2007, are incomplete. Limited verbal comments or reports are included in these minutes. They consist mainly of the written reports that were submitted prior to the meeting. Arlene will follow up with Judy Schroeder to find out if she has the recording of the last meeting. Mary Hanson moved to defer the approval of the July minutes until the next Board meeting. Marilyn Kostrzewski seconded the motion. Motion approved.

This meeting will not be recorded because of technical difficulties.

Arlene asked for a volunteer to take over ordering food for the Board meetings. The Secretary had been doing this. Arlene suggested that this become a duty of

the Immediate Past President because they do not have many official duties. Heidi Schroeder volunteered because she is in the Lansing area. Pat Martin, who will be Immediate Past President, said that she is happy to help out.

#### **4. Archivist's report**

Archivist Maureen Watson submitted a written report that Pat Martin summarized. Maureen will be presenting a poster at the Annual Conference titled MHSLA Memorabilia. She thanked Mary Hanson and Mary Fitzpatrick for helping her gather the items that will be featured.

Maureen added the photos from last year's Annual Conference to the archives. She has tried to label the photos when possible. She also ordered archival DVDs so that she will be able to save digital copies of transferred documents and pictures.

Maureen reminded everyone to submit items that are important to the MHSLA Archives: Executive Board and Annual Business meeting minutes; minutes, reports, agendas and handouts of all standing committees, ad-hoc committees and special committees; documentation of annual meetings, workshops, seminars and continuing education offerings including information on their planning, organization, financing, reservations, printing, speakers, honorariums, evaluations, etc.; correspondence; photos of incoming officers and Executive Board members; photos of meetings, informal gatherings, preferably with a label affixed to the back of the photo.

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

Treasurer Pat Vinson reported the following from 7/18/07-9/18/07:

Income	\$14,567.50
2007 Conference Expenses:	\$3,746.29
2008 Conference Expenses:	\$5,786.65
Total Expenses:	\$9,532.94
Total Assets as of 9/18/07:	\$44,445.89

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

##### **Audit**

Diane LeBar reported that her Annual Report is on Ctools.

##### **Bylaws**

Bylaws chairperson Mary Hanson reported that the Bylaws Committee has been blessedly calm. The Committee made the changes that were voted upon at the last General Membership Meeting.

## **Conference Planning**

### **2007 Local Arrangements**

Mary Fitzpatrick reported that final arrangements are being completed for next week's Annual Conference. We have \$9,250 in vendor support thanks to Pat Wolfgram. 16 vendors will be exhibiting at the conference. Mary reviewed conference events that were sponsored by the Local Arrangements Committee. There are 41 full registrants at this time plus several types of registrants. The loss is expected to be small because of vendor support.

### **2007 Education Committee**

Melanie Bednarski reported that they are preparing the final program for next week's Conference.

### **2008 Conference Coordinator**

Ellen O'Donnell, the joint Midwest/MHSLA Conference Coordinator reported for Sandra Martin, 2008 Local Arrangements Chairperson, and Carole Gilbert, 2008 Education Committee Chairperson. Those involved with 2008 conference planning will be meeting this afternoon at MLC. The preliminary budget was updated in August. We are currently over budget by roughly \$20,000. A draft program has been prepared and we have verbal commitments from most speakers. There were 225 registrants for the 2007 joint MCMLA conference, so we can perhaps plan for this many next year.

President Pat Martin began a discussion about how close the MHSLA conference has been to MCMLA. The Midwest Chapter has expressed concern that there is virtually no representation at their conference because MHSLA's annual conference is roughly at the same time. Moving our conference could bring us into conflict with other conferences, like MLA. A winter conference is not desirable because of road conditions.

Ellen brought up the issue of who should receive certificates for working on the conference. There was general agreement that if you worked on a conference committee you should receive credit for it even if the conference takes place in 2008. We also agreed to provide certificates for non-member workers. Ellen will make sure that the Publications Committee gets the names so that certificates will be ready at next week's conference.

### **Membership Committee**

Gale Oren reported that there are currently:

70	Institutional Members
104	Personal Members
13	Both Personal and Institutional

This year's ballots were checked against the Membership Directory. It was clarified that ballots should be checked against the Membership Database that is maintained by the Membership Chairperson. The database contains the most current information as well as who the institutional representatives are. The Directory does contain this information.

Misa Mi asked who is on our listserv. Currently, anyone is allowed to join our list, even if they are not members. There are currently 181 email addresses subscribed to the list. Mike receives about two error reports each time a message is sent to the list because an email address is problematic.

This issue was brought up because of a concern about vendors sending out sales information via our list. It was stated that many of the vendors on our list are dues-paying members. Mike said that he has intentionally started conversations about how the price of library resources is increasing faster than library budgets because the vendors are on the list. There was a brief discussion about the practicality of boycotting certain resources because of exorbitant prices/price increases. It was agreed that boycotting was probably impractical because participating libraries would not receive sufficient support from their hospital administrations to make this work. One hospital library reported that that they intended to cancel a resource and once the vendor heard this they provided a price quote \$70,000 less than the previous offer.

### **Nominating Committee**

Pat Martin read Doris Blauet's report because she was not present. The winners of the election are:

President Elect: Judy Barnes  
Secretary: Arlene Weismantel  
Nominating Committee Chairperson: Sheila Bryant  
Nominating Committee: Cheryl Putnam  
Nominating Committee: Ken Nelson

### **Publications Committee**

Chairperson Arlene Weismantel reported that the next MHSLA News deadline is December 15.

Our new website host provides us with many features that we are not yet familiar with. There is lots of open-source software. Someone suggested using a web calendar.

It was suggested that our Board reports should be available on our website, not at another location. We may have the ability to upload reports now, as we did with CTools. Mike will investigate.

Arlene suggested that the committee reports could simply be sent as emails to the list, without attachments. Board members agreed that they would do this.

It was suggested that Arlene summarize the reports in the minutes rather than including the entire report. Arlene will do this.

### **Research Committee**

Misa invited everyone to see the Research Committee poster at the Conference. The poster highlights a survey of MHSLA members completed by the Research Committee. Misa also reminded the Board about the Members' publication section on the MHSLA website. This web page highlights publications written by MHSLA members. If you have a citation you would like to see added to the site, contact Marie-Lise Shams. There is no year limit – older citations can be submitted.

### **Group Purchasing and Resource Sharing**

Heidi Schroeder became the new Resource Sharing Committee Chair at the end of August.

The Committee's Procedure Manual is now available on the Board Procedures page of the MHSLA Web site.

### **DOCLINE**

The MHSLA DOCLINE Group is currently being compared to the most recently updated MHSLA Membership Directory to ensure new member libraries are added and non-member libraries are deleted.

### **MISHULS**

The next MISHULS update will take place in 2008.

### **GROUP PURCHASING**

(Info. from Deb Adams and Mike Simmons)

Natural Standard was added to our group purchase list this year. Details are on the MHSLA Group Purchase webpage. As of 9-11-07, there are 8 subscribers.

Sandy Swanson and Ken Nelson have finalized the Stat!Ref contract renewal so invoices will go out shortly. Members can contact MLC if they would like to participate. The info.on the website has not yet been updated. Ken and Sandy are meeting with Diana Mitchell at MLC today. Because we are purchasing the STAT!Ref as a group, they don't allow each institution to have administrative access. The comment was made that we are paying MLC a lot of money for not much service. Why can't each institution be invoiced directly by Teton Data Systems as with our other group purchases?

Someone also noted that they do not have access to user statistics in Natural Medicines. Mike wants to know if there are issues with this product.

Over 200 books were purchased from the recent Ovid E-book offer, resulting in a price of \$440 per book.

### **Technology**

Mike Simmons stated that he had no report. He questions the purpose of the Technology Committee since, now, technology is integrated in all committees' activities. Since the Mike's work with the website this year was done in coordination with the Publications Committee, Publications and Technology will submit a joint annual report.

Board members noted that the MHSLA blog and You Tube were blocked at their institutions.

### **Outreach and Advocacy**

No report.

### **ERHSLA**

The members of ERHSLA have been busy planning the annual Fall Conference. They met in August to finalize the plans for the Conference. Janet Zimmerman was a guest at this meeting. Jennifer Bluhm the new Public Services Librarian at Hurley was introduced to the group by Sharon Williams the director of the Hurley Medical Library. The group has been communicating by phone and email for the rest of August and September as conference plans were finalized.

### **GMR**

The complete report is on Ctools. The GMR is in their second year of a five-year contract. Barb attended the RAC meeting in Chicago. Next year, the GMR will be focusing on emergency preparedness.

### **MMHSL**

The Mid-Michigan group met on July 30. They are planning a CE class between March 3-7 at MSU.

### **NMHSLA**

No report.

### **WMHSLA**

Brett reported that this group met with NMHSLA and they voted to merge on August 16, 2007. The combined group will be called WMHSLA. They will have face to face meetings twice a year, once in each location. They will be meeting in Big Rapids on Nov. 7 for the MLA webcast. It was noted that this will shorten MHSLA's conference rotation. Each regional group will be responsible for planning conference every 4, rather than every 5, years.

### **Old Business**

Pat Martin mentioned that there would be a meeting with MLC about the STAT!Ref purchase this afternoon. She hopes that this meeting will resolve some longstanding issues including prompt follow up with institutions that have not paid their STAT!Ref invoice or renewed their MHSLA institutional membership, the need for more detailed statistics, and the issue that STAT!Ref treats us as a single user making customization impossible for our individual institutions.

### **New Business**

The next Board meeting will be a transitional meeting. Anyone not continuing on the Board should let Janet Zimmerman know.

Our official mailing address is MLC. The mail is then being forwarded to whom? The President? Mike is reluctant to put our mailing address on our web site because of the uncertainty of when the mail will be picked up and who will deal with it.

Both MHSLA and MDMLG pay incorporation fees each year. Last year both invoices were sent to MLC and they were somehow paid out of our STAT!Ref account.

**Librarian of the Year Award**

Mike Simmons was voted the next Librarian of the Year.

**Adjournment**

The meeting was adjourned at 12:20 p.m.