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**Executive Board Meeting Minutes  
Michigan Health Sciences Libraries Association  
January 16, 2007  
10:00 a.m. at the Michigan Library Consortium**

**Board Members:**

**Voting Members Present:** Patricia Martin, President; Mary Frances Cox, Secretary; Arlene Weismantel Immediate Past President; Janet Zimmerman, President Elect; Pat Vinson, Treasurer; Marilyn Kostrzewski, MDMLG; Michael Simmons, M-MHSL; Mary Fitzpatrick, ERHSLA; Brett Powers, WMHSLA.

**Voting Members Absent:** Linda Winslow; UPHSLC; Chris Allen, NMHSLA.

**Quorum Present?** Yes

**Non-Voting Members Present:** Mary Hanson, Bylaws; Misa Mi, Research; Carole Gilbert, 08 Education Committee; Mel Bednarski, '07 Education; Mary Fitzpatrick, '07 Local Arrangements; Gale Oren, Membership; Doris Blauet, Nominating;. Barbara Platts GRM Regional Council.

**Non-Voting Members Absent:** Maureen Watson, Archives; Diane LeBar, Audit; Mel Moss, Group Purchasing and Resource Sharing; Sandra Martin, '08 Local Arrangements; Yvonne Boudreau, '06 Education.

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**Proceedings:  
Motions are indicated in bold.**

Agenda Item	Summary of discussion	Action or Assignment
<b>1. Call to Order</b>	President Patricia Martin called the meeting to order at 10:00 a.m.	
<b>2. President's Remarks</b>  Patricia Martin		
<b>3. Approval of Minutes</b>  Mary Frances Cox	Mary Frances Cox submitted the minutes from the September 19, 2006 Board meeting.  <b>Mary Frances Cox moved and Doris Blauet seconded that the minutes from the November 21, 2006 Board meeting be approved as amended. Motion carried.</b>	The November 21, 2006 Minutes of the MHSLA Board Meeting will be posted on the website.
<b>4. Archivist's Report</b>  Maureen Watson	Maureen Watson was absent. Patricia Martin read her report.  Archive's Report  I have received a few things in the mail from members. Otherwise, there has been nothing new to report.  I would like to submit the following budget items for the Archives:	

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	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1 Archival box for CD/DVDs</td> <td style="width: 10%; text-align: right;">\$ 35</td> <td style="width: 30%;"></td> </tr> <tr> <td>1 Archival gold DVD-R set (25)</td> <td style="text-align: right;">80</td> <td></td> </tr> <tr> <td style="padding-left: 40px;"><u>Shipping</u></td> <td style="text-align: right;"><u>20</u></td> <td></td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">Approximate Total</td> <td style="text-align: right;">\$ 135</td> </tr> </table>	1 Archival box for CD/DVDs	\$ 35		1 Archival gold DVD-R set (25)	80		<u>Shipping</u>	<u>20</u>		Approximate Total		\$ 135																
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<p><b>5. Treasurer's Report</b></p> <p>Patricia Vinson</p>	<p>Patricia Vinson submitted the Treasurer's Report.</p> <p><b>INCOME</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Membership Dues 2006</td> <td style="width: 10%; text-align: right;">\$2,</td> <td style="width: 30%; text-align: right;">610.00</td> </tr> <tr> <td colspan="2" style="padding-top: 20px;">Income Total</td> <td style="text-align: right;">\$2,610.00</td> </tr> </table> <p><b>EXPENSES</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Board Lunch</td> <td style="width: 10%; text-align: right;">\$205.</td> <td style="width: 30%; text-align: right;">11</td> </tr> <tr> <td>M embership Mailing Materials</td> <td style="text-align: right;">\$127.</td> <td style="text-align: right;">78</td> </tr> <tr> <td>Ar chivist</td> <td style="text-align: right;">\$175.</td> <td style="text-align: right;">45</td> </tr> <tr> <td>2006 Conference</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">56.57</td> </tr> <tr> <td>R EMEC*</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">87.00</td> </tr> <tr> <td>Sur vey Monkey*</td> <td style="text-align: right;">\$200.</td> <td style="text-align: right;">00</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">Total Expenses</td> <td style="text-align: right;">\$851.91</td> </tr> </table>	Membership Dues 2006	\$2,	610.00	Income Total		\$2,610.00	Board Lunch	\$205.	11	M embership Mailing Materials	\$127.	78	Ar chivist	\$175.	45	2006 Conference	\$	56.57	R EMEC*	\$	87.00	Sur vey Monkey*	\$200.	00	Total Expenses		\$851.91	
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	Beginning Checking Account Balance as of 1/15/07                      \$26,188.08 Income Less Expenses    \$ 851.91 Ending Checking Account Balance    \$25,336.17 Certificate of Deposit as of 12/7/06    \$15,743.13 MLC Deposit Account*    \$13,    679.41  Total Assets as of 1/16/2007    \$54,    758.71  *REMEC, Video Conference of 3/21/06 Board Meeting *1 year subscription to Survey Monkey for Research Committee *MLC Deposit Account information will be adjusted once available	The treasurer's report will be placed on file for future audit.
	<b>Review of Committee Reports</b> <b>Standing Committatees:</b>	
<b>6. Audit</b>  Diane LeBar	Diane LeBar was not present. She submitted the following report. It was read by President Patricia Martin.  Diane will meet with MHSLA Treasurer Pat Vinson on January 31 to obtain the 2006 financial documents necessary for the audit.	
<b>7. Bylaws</b>  Mary Hanson	Mary Hanson reported that no one has asked anything of the Bylaws Committee.	
<b>8. Conference Planning</b>	Mary Fitzpatrick submitted a report.	

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## 2007 Conference Planning Budget

Estimated costs

Record of expenditures

Mary  
Fitzpatrick



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Vendor	Amount	Date	Item	Reason	Contact Person
Doubletree Hotel Cafepresses		8/22/2006	magnet	promotional	Doris
			mugs	promotional	Doris
			t-shirts	promotional	Doris
			mousepads	promotional	Doris
			buttons	promotional	Doris
	\$132.45			promotional	Doris
	\$49.25			promotional	Doris
Dead Men Tell No Tales OfficeMax Planetarium					
	\$161.00	9/22/2006	toy compass	promotional	Doris
	\$15.88	9/21/2006	paper	promotional	Doris
	\$25.00	10/11/2006	deposit	special event	Mary
	\$383.58				
<b>Program Costs</b>					
<b>Scholarship Winners Expenses</b>					
Hotel (3 winners/3 nights)				\$913.68	
Mileage				\$291.00	
Meals Pending-Local plans				\$300.00	
				<b>\$1,504.68</b>	

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<b>Keynote Speaker--Unshelved guys</b>	
	\$2,500.0
Honorarium	0
Hotel	\$406.08
Airfare	\$850.00
Shuttle	\$0.00
Meals	\$300.00
Misc	
Session on Thurs. afternoon included in costs	<b>\$4,056.0</b>
á	<b>8</b>
 <b>Dr. James Matarazzo/Library Worth</b>	
Honorarium	\$600.00
Hotel (1 night hotel)	\$101.52
Airfare	\$325.00
Shuttle	\$0.00
Meals	\$50.00
Photocopying/CE app	\$100.00
	<b>\$1,176.5</b>
	<b>2</b>
 <b>Stacy Payne/Generations</b>	
Honorarium	\$600.00
Hotel (1 night hotel)	\$101.52
Airfare	\$0.00
Mileage 292 miles roundtrip	\$141.62
Meals	\$50.00
Misc	\$400.00
	<b>\$1,293.1</b>
	<b>4</b>
 <b>Amy Lyons/Pat Sarchet/ Ethnic Awareness</b>	
Honorarium	?
Hotel	\$406.08
	\$1,000.0

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		0	
Shuttle		\$0.00	
Meals		\$100.00	
Misc			
		<b>\$1,506.0</b>	
		<b>8</b>	
<b>Marianne Ryan/Maribeth Slebdonik/Govt Info</b>			
Honorarium/Reimbursment?		\$200.00	
Hotel		\$406.08	
		\$1,000.0	
Airfare		0	
Shuttle		\$0.00	
Meals		\$100.00	
Misc		\$100.00	
		<b>\$1,806.0</b>	
		<b>8</b>	
<b>Tammy Mays/ Apple a Day &amp; Linkout</b>			
<b>NO COST TO MHSLA</b>			
<b>Bonnie Campbell/MeL Databases</b>			
CE Credit application		<b>\$175.00</b>	
<b>Sandy Swanson/RSS &amp; Blogs</b>			
Honorarium		\$200.00	
Hotel		\$101.52	
Mileage 320 miles roundtrip		\$155.20	
Misc		\$50.00	
CE Credit application		\$175.00	
		<b>\$681.72</b>	
<b>Doc Chocolate</b>			
Honorarium			
Hotel			
Airfare		\$0.00	

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	<table><tr><td>Mileage</td><td>\$107.67</td></tr><tr><td>Meals</td><td>\$50.00</td></tr><tr><td>Misc</td><td></td></tr><tr><td></td><td><b>\$157.67</b></td></tr><tr><td></td><td><b>\$11,342.</b></td></tr><tr><td><b>Conference Education Total</b></td><td><b>58</b></td></tr></table>	Mileage	\$107.67	Meals	\$50.00	Misc			<b>\$157.67</b>		<b>\$11,342.</b>	<b>Conference Education Total</b>	<b>58</b>	
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<p><b>10. Education</b></p> <p>Mel Bednarski 2007</p>	<p>Mel Bednarski submitted the following report. Education Chair report January 16, 2007</p> <p>Navigating the Sea of Information is the theme of the 2007 MHSLA Education conference. Using the theme and the MHSLA strategic plan, the education committee has been able to provide a possible 16 hours of CE credits. We have CE classes planned all 3 days of the conference, which we hope will provide administrators with an incentive to allow their librarians to come as well as give those individuals who are only able to come for one day the opportunity to gain credits.</p> <p>The schedule was posted separately on the web, but here is a summary. Wednesday morning we will have a <b>6 hour CE</b> titled <i>Ethnic Awareness and Health Info. Resources: Chicken Soup and Crawdad Gumbo</i>. It is being presented by Amy Lyons and Pat Sarchet from the Health Sciences Library at the University at Buffalo, New York. Pat Sarchet now resides in Irvine, California, but will be joining us in Bay City. This class fits with a couple of the objectives in the strategic plan. Primarily it fits under the goal of “Adapting to the Changing Information Landscape”, “MHSLA will educate members about new technologies.” The class will discuss ways to develop ethnic health searches using specific databases and has a hands-on portion for investigating ethnic relevant web searching.</p> <p>Concurrent with that class are two classes with a little different appeal. The class running in the morning is <i>Working with Generational Differences</i> a <b>4 hour CE</b>. This class is being taught by Stacy Payne from Oakwood. This class is being offered based on feedback from last year’s conference and it fits with MHSLA’s goal of Communication. This class will teach how to work with and get the best from each generation. Perhaps knowing which form of communication (email, phone call, blogs) that Baby Boomers prefer and which form Gen X prefers and why, would be beneficial to MHSLA members.</p> <p>The second class is being taught by a visiting professor to Wayne State University Dr. James Matarazzo and the Dean and Professor Emeritus of Simmons Graduate School of Library and Information Science, it is</p>													

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entitled *Evaluating the Value of Your Library* a **4 hour CE**. His class fits very specifically with the objective “MHSLA will provide information and strategies to help members articulate the value of their libraries.” During the class, members will acquire the tools they need to evaluate their library and prove its worth.

On Thursday, the fun begins. Our Keynote Address will be given by the authors and illustrators of the Unshelved (library focused) cartoon, Bill Barnes and Gene Ambaum. Their website is [www.overduemedia.com](http://www.overduemedia.com). While their stories take place within a public library many of the stories can easily be transplanted into a health sciences library or any library. The keynote address is crucial to MHSLA’s objective to “...actively recruit new members from all areas of Michigan, inviting those in librarianship, medicine, and related fields to join.” The keynote address could bring many public librarians to the conference. If nothing else, they are funny and laughter is always necessary at the conference.

Thursday afternoon will have concurrent sessions on extremely different topics. The first is *Government Information in the Health Sciences: The Best Medicine* a **4 hour CE**. This class is being taught by Marianne Ryan and Maribeth Slobodnik both from Purdue University. The class will teach how to gain access to materials produced or available from the Federal government. It will teach both print and online sources (websites and databases) and give an overview of general, consumer, statistical info. The class will include how to find medical research, patents, and grant related info. Ryan and Slobodnik’s class pertains to MHSLA’s objective to “...educate members about new technologies.” It will cover popular and scholarly sources, so it also falls under the “...help ensure widespread access to appropriate patient education materials.”

Coinciding with this class are two fun sessions. One is a workshop from the Unshelved guys and the second is a talk by “Doc Choc” Patrick Fields, Ph.D. from Olivet College. “Doc Choc” will be discussing chocolate and its health benefits; we will also be having a tasting.

On Friday the activities move to a computer lab across the street from the conference center at the planetarium. We will be having a two hour class in the morning on *Blogs and RSS feeds*, how to set them up and use them effectively, Sandy Swanson is tentatively set to teach this class. The next two hours will be a class on the *MeL databases* that are relevant to our primary members with official MeL trainer Bonnie Campbell set to teach. *CE credits for these two classes are pending*. These two classes fit nicely with “educating members about new technologies” and “educating members about technological ‘tools of the trade.’”

Running concurrent with that class back at the conference center is a **4 hour CE** taught by Tammy Mays from GMR entitled *Beyond an Apple a Day: Providing Consumer Health Information in the Public Library*. Many health sciences librarians have consumer health collections or are in the process of starting one or offer some type of information occasionally for patients and their families. In keeping with MHSLA’s strategic plan, this class will strive to help reach MHSLA’s goal of “Building Coalitions to Improve Health Literacy.” This class will touch on each of the objectives listed under this goal on the strategic plan.

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	<p>Friday afternoon we are offering a highly requested class on <i>LinkOut/Link Resolvers</i> taught by Tammy Mays from GMR. This class will be at the computer lab at the planetarium as well. It is directly linked to MHSLA's objective to "educate members about technological 'tools of the trade.'"</p> <p>The computer lab classes as well as the Wednesday morning Ethnic Awareness class are hands-on experiences. For Wednesday morning a <u>clear requirement</u> will be that participants have a laptop or can share a laptop.</p> <p>The tentative conference schedule follows MHSLA's strategic plan and will hopefully bring in some new members to our organization.</p>											
<p><b>11. Member-ship</b> Gale Oren</p>	<p>Chairman Gale Oren submitted a report.</p> <p>Memberships in MHSLA for 2007 as of Jan. 15, 2007 (still in process):</p> <p style="padding-left: 40px;"><b>48</b> institutional memberships</p> <p style="padding-left: 40px;"><b>55</b> personal memberships</p> <p><b>1</b> nonpaying membership for serials librarian, Library of Michigan, to receive and archive our newsletter</p> <p>Of the above, 7 people serve as both institutional representative and have a personal membership as well.</p> <p>Development of a welcome kit and communication tools for both renewing and new members is in process, and will be brought before the board.</p> <p>I would like to submit the following budget items for membership mailings:</p> <table data-bbox="294 1185 777 1380"><tr><td>500 Ct Stationary</td><td>\$23.98</td></tr><tr><td>Labels</td><td>16.99</td></tr><tr><td>500 Ct Envelopes</td><td>5.99</td></tr><tr><td>tax for above</td><td>2.82</td></tr><tr><td>Postage</td><td>117.00</td></tr></table>	500 Ct Stationary	\$23.98	Labels	16.99	500 Ct Envelopes	5.99	tax for above	2.82	Postage	117.00	
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	Approx. Total	\$166.81	
<b>12. Nominating Committee</b>  Doris Blauet			
<b>13. Publication Committee</b>  Arlene Weismantel	A decision must be made concerning what format the Newsletter will have. Michael Simmons noted that the listserv is not being used. Submissions for the Newsletter must be made by April 15 <sup>th</sup> . If the Newsletter is no longer viable, we should switch to a blog. Arlene Weismantel has started working on a blog. It must be transferred to a new host.		
<b>14. Research</b>  Misa Mi	<p>Chairman Misa Mi presented this report.</p> <p>The Research Committee presents the Executive Board the following two proposals for approval.</p> <ul style="list-style-type: none"><li>➤ To promote research in the field of health sciences librarianship a research award is established for posters presented at the MHSLA annual conference. First, second, and third place awarded (bookstore gift certificates of \$100, \$50, \$25, and award certificates) and all other presenters issued a certification of poster presentation.</li><li>➤ To encourage MHSLA members to share research, knowledge, and success stories, a collection or list of members' recent publications (journal/book publications) is created and loaded on the MHSLA website.</li></ul> <p>The Research Committee is in the process of getting the subscription to the online survey tool—Survey Monkey (\$200 annually).</p> <p>The Committee is working on designing a short survey to solicit opinions/ideas from the membership on areas of</p>		

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	<p>research (research project ideas/topics) and important issues pertaining to health sciences libraries and librarians. Once information gathered and examined, the committee will launch the first project—a survey study on a specific topic/issue related to the value of hospital libraries.</p>	
<p><b>15. Resource Sharing and Group Purchasing</b></p> <p>Melba Moss</p>	<p style="text-align: center;"><b>MHSLA RESOURCE SHARING REPORT</b></p> <ol style="list-style-type: none"><li>1. Charniel Daniels – called about Foote Hospital not being a member on 1/12/07 Spoke with Foote Hospital about MHSLA offerings.</li><li>2. Deb Adams: has emailed Bob Morrissey for MHSLA quote and requested that nursing titles prices will be added in. She has asked for clarification on what will happen if members renew and then the price offering through MHSLA is better.</li><li>3. NetLibrary books are available as a perpetual access and Library of Michigan will not be removing them from the collection. Members who have newer editions available should remove the NetLibrary collection from their institution’s catalog if they wish only the most current titles to display.</li><li>4. Two boxes of books from the NLM duplicates project have been received and are being prepared for listing. Policy to be reviewed:  Duplicates Project Policy: The NLM Duplications Project will be maintained by the Resource Sharing Committee.</li></ol> <p>One Resource Sharing Committee member will be selected to receive the books from NLM, that member will compile a listing of available books to be published for all MHSLA members through an email on the MHSLA Listserv.</p> <p>The books will be provided on a first come/first served basis.</p>	<p>The board will consult with Jennifer Barlow about her efforts to</p>

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	<p>If two hospitals request the same title on the same day, the hospital with the smallest budget will be given priority. The books will be shipped to requesters by the committee member who will be reimbursed through MHSLA.</p> <p>As a thank you for service, the committee member processing the duplicates will retain two titles of choice prior to compiling the list of available books.</p>	involve the Upper Peninsula.
<b>16. Technology</b>  Michael Simmons	<p>Michael Simmons would prefer a Michigan company to host our website. Though Great Lakes Hosting has their headquarters in Boston, they have some really good apps and are reasonably priced. Michael Simmons and Arlene Weismantel will invest \$39.00 as a set-up fee for Great Lakes Hosting.</p>	
	<p style="text-align: center;"><b>The Standing Committee Reports conclude here.</b></p>	
<b>17. ERHSLA</b>  Mary Fitzpatrick	<p>Mary Fitzpatrick report ERHSLA submitted a report.</p> <p>ERSHLA has been conducting business by e-mail and phone as we prepare for hosting the Fall Education Conference. Our committees have been established and members are working on their assigned tasks. The venue is set for the Doubletree Inn-Riverfront, Bay City. Our special event is scheduled for September 27, 2007 at the Planetarium with a show and dinner to follow. A welcome reception is in the planning stages to be held at the Doubletree on Wednesday Evening. In cooperation with the Education Committee and as part of the strategic plan, the Local Arrangements Committee has scheduled the computer lab at the Planetarium on Friday for a full day of hands-on sessions. Keeping in mind the financial structures of the varying institutions, we are planning this to be an all-inclusive conference with the menu yet to be decided. The committee has been working on a preliminary budget, which will be submitted for approval to the Board at the January 16, 2007 meeting. Conference pricing has yet to be decided.</p> <p>The next ERSHLA meeting is scheduled for January 23, 2007 at Italia Gardens in Flint.</p>	
<b>18.</b>	<p>In December 2006, the GMR held a meeting in Chicago for all regional RAC (Regional Advisory</p>	

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<p><b>GMR</b></p> <p>Barbara Platts</p>	<p>Council) members. Thirty-one RAC members attend from Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, North Dakota, Ohio, South Dakota, and Wisconsin.</p> <p>The day began with an overview and history of NLM and the Regional Medical Library (RML) program. Other topics on the morning agenda included the network's development, mission, program goals, hierarchy, structure, outreach services, funding, and exhibits. Highlights of the past contract were also included.</p> <p>The 2006-2011 contract goals were presented including the budget, the role of resource libraries, the role of the Regional Advisory Council, communication tools, member services, outreach services, resource sharing, funding opportunities, training, and classes. New contract initiatives will focus on four areas 1) increased emphasis on outreach to public health workers and community-based organizations 2) assisting NLM with a national emergency preparedness plan 3) identifying historical and unique collections 4) assisting members with e-licensing issues.</p> <p>Afternoon breakout sessions concluded separate discussions on outreach to public health workers, working with community-based organizations, e-licensing issues, and using communication technologies within the network membership.</p> <p>Member profile by state (as of April 2006):</p> <ul style="list-style-type: none"><li>Iowa 82 (16)</li><li>Illinois 231 (22)</li><li>Indiana 105 (16)</li><li>Kentucky 61 (3)</li><li>Michigan 131 (14)</li><li>Minnesota 57 (5)</li><li>North Dakota 26 (3)</li><li>Ohio 193 (20)</li><li>South Dakota 27 (3)</li><li>Wisconsin 98 (7)</li></ul> <p><i>public library membership noted in parentheses</i></p> <p>For more information visit: <a href="http://n.nlm.gov/gmr/about/">http://n.nlm.gov/gmr/about/</a></p>	
<p><b>19.</b> <b>MDMLG</b></p>	<p>Chairman Marilyn Kostrzewski submitted a report.</p>	

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<p>Marilyn Kostrzewski</p>	<ul style="list-style-type: none"> <li>• General Meeting and Program held on November 30, 2006, at St. Joseph Hospital, Pontiac, hosted by Patty Scholl, with lunch and presentation presented by NEJM. An Educational Program on the “Challenges and Choices in the Changing Journal Market” followed. Panelist included Mike Simmons, Ellen O’Donnell and Patty Scholl. Evaluations and feedback were very positive for both presentations.</li> <li>• Next General Meeting and Program will be March 15, 2007, at the main branch of the Detroit Public Library. Program Topic: <b>"Using Electronic Tools for Library Inventory Control". Exhibit: Changing Faces of Medicine by NLM.</b></li> <li>• CE PROGRAMS:             <ul style="list-style-type: none"> <li>**April 3, 2007, at the Troy Marriott 6 hour program for 8 CE credits. Jonathan Eldridge: Evidence Based Library and Information Practice. Includes 2 hours of preparatory reading. Cost: \$30 members \$95 non-members</li> <li>Class size limited to 50 people. Includes continental breakfast, lunch and two breaks.</li> </ul> </li> </ul> <p><b>**July 26, 2007 @ Wayne State University Shiffman Medical Library Lab M. GMR speaker.</b>  <b>9:00 – Noon: Docline 3.0</b> <span style="float: right;"><b>1:00 – 5:00 Pub Med Basics</b></span>  <b>Class size limited to 30 people.</b> <span style="float: right;"><b>Lunch included.</b></span></p>	
<p><b>20.</b> <b>MMHSL</b></p> <p>Michael Simmons</p>		
<p><b>21.</b> <b>NMHSLA</b></p> <p>Chris Allen</p>	<p>Chairman Chris Allen submitted a report.</p> <p><b>Northern Michigan Hospital, Petoskey</b> Anne Foster no report</p> <p><b>Mercy Hospital, Cadillac</b> Kim Benz reports</p> <p><b>Mercy Hospital, Grayling</b> Kay Petrie –no report</p>	

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	<p><b>Paul Oliver Memorial Hospital</b> The Caregiver Resource Center &amp; Library is continuing library services and is currently in a state of transition.</p> <p><b>West Shore Medical Center</b> Brenda Jay no report</p> <p><b>Munson Medical Center Health Sciences Library</b> Barb Platts reports that the Department of Library Services is seeking LSTA grant funding to provide diabetes education and outreach to public libraries in the Mid-Michigan Library League and the Northland Library Cooperative.</p> <p>Chris Allen and Barb Platts will be presenting a program in May at the Rural Libraries Conference on the topic of health information and consumer-driven healthcare.</p> <p>The Department of Library Services continues to help plan a state-wide conference for rehabilitation staff in September 2007, in Traverse City. The scope of the conference is Evidence Based Practice in Rehabilitation.</p> <p>Munson Medical Center Community Health Library Chris Allen reports that Library programs for December featured a local psychiatrist on childhood depression. January presentations include a dentist discussing myofascial jaw pain and a dietitian discussing the Glycemic Index. Planning for the regional Let's Get Moving summer program is getting underway.</p>	
<p>22. UPHSLC  Linda</p>	<p>No report.</p>	

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Winslow		
<b>23. WMHSLA</b>  Brett Powers	Report deferred in the interest of time.	
<b>24. Old Business: Outreach Committee</b>	Patricia Martin will take the chairmanship of the Outreach Committee next year. This year there will be not Outreach Committee	
<b>25. New Business:</b>  Patricia Martin	<p>“Diana Balint of Oakwood Southshore Medical Center submitted a motion via email on the procedure to choosing a Librarian of the Year.          I would like to recommend the Board change a procedure with regard to the Librarian of the Year award. This is a worthy project that needs more participation and promotion.</p> <p>I believe that ALL the nominees should be revealed at the Annual Business Meeting along with the chosen Librarian of the Year.</p> <p>It is an honor to be nominated and we have not been aware of those members for the last two years the award has been given.</p> <p>It is not necessary to acknowledge those that nominated them in case of self-nomination but I believe we have been remiss in acknowledging excellence in our professional field.</p> <p>Thank you for your consideration.”</p> <p>Discussion ensued. Arlene Weismantel pointed out that the runners-up are not necessarily pleased to have their status publicized. Marilyn Kostrzewski Marilyn Kostrzewski considers it an honor to be nominated. Mary Fitzpatrick suggested that those who do not wish publicity should opt out of the process. Patricia Martin moved and Marilyn Kostrzewski seconded that the motion be tabled..</p>	<p style="text-align: center;">Motion Tabled</p>

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<b>26. Adjournment</b>	Mary Fitzpatrick moved and Mary Hanson seconded to adjourn the Board Meeting at 12:45 p.m. Motion passed.	
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## Budget Reports for 2007 Conference

	Wednesday, October 15	Thursday, October 16	Friday, October 17	SubTotal	Category totals	Notes Committee Totals
Facility Costs					16620.625	
Room Charges						
Meals/Breaks	220	220	620	1060		Includes computer room on Friday
Special Event	2868.75	4090.625	2681	9640.63		Planetarium show plus dinner
Welcome reception				3820		
Printing AV Marketing				2100		
Printing				1033.5	4861	
Marketing				1319		
Postage				253.5		
Audiovisuals				2255		
Local Arrangements						21481.625
<hr/>						
Education						11500
Grand Total						32981.625

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## Record of Expenditures

Vendor	Amount	Date	Item	Reason	Contact Person
Doubletree Hotel					
Cafepress		8/22/2006	magnet	promotional	Doris
		mu	gs	promotional	Doris
		t	-shirts	promotional	Doris
		m	ousepads	promotional	Doris
		but	tons	promotional	Doris
	\$132.45			promotional	Doris
	\$49.25			promotional	Doris
Dead Men Tell No Tales	\$161.00	9/22/2006	toy compass	promotional	Doris
OfficeMaxz	\$15.88	9/21/2006	paper	promotional	Doris
Planetarium	\$25.00	10/11/2006	deposit	special event	Mary
	\$383.58				

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## Estimated Facility Costs

	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Total</i>	<i>Grand Total- Food, Rooms, Parties</i>
Breakfast	\$975.00	#####	#####		
Break 1	\$318.75	\$478.13	\$0.00		
lunch	\$1,125.00	#####	\$0.00		
Break 2	\$450.00	\$637.50	\$0.00		
<b>Food total</b>	\$2,868.75	#####	#####	#####	
Welcome reception	\$2,100.00			<b>\$2,100.00</b>	
Special Event&meal		#####		<b>\$3,820.00</b>	
Room charge	\$220.00	\$220.00	\$620.00	<b>\$1,060.00</b>	
President's suite	\$94.00	\$94.00	\$94.00	<b>\$282.00</b>	
					#####

Wednesday	#people	Per person cost	Cost	tax	gratuity	Total
Breakfast	60	\$13.00	\$780.00		\$195.00	\$975.00
Break 1	60	\$4.25	\$255.00		\$63.75	\$318.75
Lunch	60	\$15.00	\$900.00		\$225.00	\$1,125.00
Break 2	60	\$6.00	\$360.00		\$90.00	\$450.00
Room Charge	1	\$220.00	\$220.00			\$220.00
President's suite	1	\$94.00	\$94.00			\$94.00
Welcome Reception	60	\$28.00	\$1,680.00		\$420.00	\$2,100.00

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Thursday		#people	Per person cost	Cost	tax	gratuity	Total
	Breakfast	85	\$13.00	\$1,105.00		\$276.25	\$1,381.25
	Break 1	85	\$4.50	\$382.50		\$95.63	\$478.13
	Lunch	85	\$15.00	\$1,275.00		\$318.75	\$1,593.75
	Break 2	85	\$6.00	\$510.00		\$127.50	\$637.50
	Special Event	80	\$4.00	\$320.00			\$320.00
	Banquet	80	\$35.00	\$2,800.00		\$700.00	\$3,500.00
	Room Charge	1	\$220.00	\$220.00			\$220.00
	President's suite	1	94	\$94.00			\$94.00
Friday		#people	Per person cost	Cost	tax	gratuity	Total
*Charge is for 2 breaks & breakfast	Breakfast*	65	\$33.00	\$2,145.00		\$536.25	\$2,681.25
	Break 1 & 2						
	Lunch (on own)						
	Break 2				\$0.00	\$0.00	\$0.00
Room charge includes computer room				\$620.00		\$0.00	\$620.00
	President's suite	1	94	\$94.00			\$94.00

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## Printing & AV Costs

Number	Cost per	Total
#####		
		\$ -
		\$ -
		\$
150		160.00
		\$
250		302.00
		\$
100		198.00
		\$
250		39.75
		\$
250		39.75
		\$10.00
		\$
2	12	24.00
		\$
2	32	64.00
		\$
4	\$ 18.00	\$ 72.00

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	1000		\$ -
		\$	\$
	15	6.00	90.00
		\$	\$
	1	12.00	12.00
		\$	\$
	1	22.00	22.00

**\$ 253.50**

		\$	\$
	150	0.39	58.50
		\$	\$
	250	0.78	195.00

#####

		\$	\$
	1		360.00
		\$	\$
	1		-

		\$	\$
	1	350.00	350.00
		\$	\$
	100	6.09	609.00

	Wednesday	Thursday	Friday	Total	
		\$		\$	#####
	\$ 225.00	225.00		450.00	
				-	
	50.00	50.00	50.00	150.00	
				-	
				-	
				-	
				-	
	10.00	10.00	10.00	30.00	
	340.00	340.00	340.00	1,020.00	

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	250.00	250.00	500.00
35.00	35.00	35.00	105.00
	\$	\$	\$
\$ 660.00	910.00	685.00	2,255.00

## Vendor Needs

Income for 2003 MHSLA Conference

Source	Purpose	Requirements	Amount
Proquest		Table/phone	
Swets Blackwell	break sponser	Table/phone	
	cosponsor		
Majors	break	Table/phone	
MDConsult (Elsevier)			
Fennel		table	
Ovid		table/phone	
OVID	co-host break		
Wallaceberg			

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## Program Costs

### Scholarship Winners Expenses

Hotel (3 winners/3 nights)	\$913.68
Mileage	\$291.00
Meals Pending-Local plans	\$300.00
	<b>\$1,504.68</b>

### Keynote Speaker--Unshelved guys

Honorarium	\$2,500.00
Hotel	\$406.08
Airfare	\$850.00
Shuttle	\$0.00
Meals	\$300.00
Misc	
Session on Thurs. afternoon included in costs á	
	<b>\$4,056.08</b>

### Dr. James Matarazzo/Library Worth

Honorarium	\$600.00
Hotel (1 night hotel)	\$101.52
Airfare	\$325.00
Shuttle	\$0.00
Meals	\$50.00
Photocopying/CE app	\$100.00
	<b>\$1,176.52</b>

### Stacy Payne/Generations

Honorarium	\$600.00
Hotel (1 night hotel)	\$101.52
Airfare	\$0.00
Mileage 292 miles roundtrip	\$141.62
Meals	\$50.00
Misc	\$400.00
	<b>\$1,293.14</b>

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## **Amy Lyons/Pat Sarchet/ Ethnic Awareness**

Honorarium	?
Hotel	\$406.08
Airfare	\$1,000.00
Shuttle	\$0.00
Meals	\$100.00
Misc	
	<b>\$1,506.08</b>

## **Marianne Ryan/Maribeth Slebdonik/Govt Info**

Honorarium/Reimbursment?	\$200.00
Hotel	\$406.08
Airfare	\$1,000.00
Shuttle	\$0.00
Meals	\$100.00
Misc	\$100.00
	<b>\$1,806.08</b>

## **Tammy Mays/ Apple a Day & Linkout NO COST TO MHSLA**

### **Bonnie Campbell/MeL Databases**

CE Credit application	<b>\$175.00</b>
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### **Sandy Swanson/RSS & Blogs**

Honorarium	\$200.00
Hotel	\$101.52
Mileage 320 miles roundtrip	\$155.20
Misc	\$50.00
CE Credit application	\$175.00
	<b>\$681.72</b>

### **Doc Chocolate**

Honorarium	
Hotel	

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Airfare	\$0.00
Mileage	\$107.67
Meals	\$50.00
Misc	
	<b>\$157.67</b>
<b>Conference Education Total</b>	<b>\$11,342.58</b>

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