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**Executive Board Meeting Minutes
Michigan Health Sciences Libraries Association
September 19, 2006
10:00 a.m. at the Michigan Library Consortium**

Board Members:

Voting Members Present: Arlene Weismantel, President; Patricia Martin, President-Elect; Judy Schroeder, Secretary; Jennifer Barlow, Immediate Past President; Marilyn Kostrzewski, MDMLG; Michael Simmons, MMHSL; Mary Fitzpatrick, ERHSLA; Chris Allen, NMHSLA

Voting Members Absent: Marilyn Dow, Treasurer; Linda Winslow, UPHSLC; Eleanor Lopez, WMHSLA

Quorum Present? Yes

Non-Voting Members Present: Mary Hanson, Bylaws; Patricia Martin, Conference Planning; Jennifer Barlow, Group Purchasing and Resource Sharing; Michael Simmons, 2006 Local Arrangements; Maureen Watson, Archivist; Ellen O'Donnell, 2008 Conference Coordinator; Barbara Platts, GMR Regional Council; Sandra Martin, 2008 Local Arrangements; Yvonne Boudreau, 2006 Education

Non-Voting Members Absent: Lea Ann McGaugh, Nominating; Jaime Blanck, Publications; Valeria Long, Technology; Alison Fountain, Research; Joan Emahiser, Audit; Susan Kendall, Membership

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

Agenda Item	Summary of discussion	Action or Assignment
1. Call to Order	Arlene Weismantel called the meeting to order at 10:00 a.m.	
2. President's Remarks Arlene	Arlene Weismantel stated that since the end of the year drawing near, committee annual reports need to be placed on the website prior to the conference. She requested that everyone please submit these reports two weeks prior to the	

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<p>Weismantel</p>	<p>day the conference starts to Michael Simmons so he can update the website.</p> <p>She also stated that each committee and position has a procedure manual on the website, and she asked that everyone please review their manuals and make updates to them before the new person takes over.</p> <p>Arlene Weismantel also stated that there are a couple resignations from the Board which she will announce as we get to those committees.</p> <p>She also stated that a new piece of business, a discussion of the “Librarian of the Year” award, needs to be added to the agenda. According to the rules of the award, the Board votes on this award; however, both of the people who were nominated are on the Board. Arlene asked for advice on how to discreetly handle this discussion; she suggested that the nominees leave the room during the discussion, then she would speak with each of the nominees after the winner had been chosen. Arlene asked for further suggestions, and it was agreed upon to enact Arlene’s suggestion.</p>	
<p>3. Approval of Minutes</p> <p>Judy Schroeder</p>	<p>Judy Schroeder submitted the minutes from the July 18, 2006 Board meeting. There were no corrections. Judy announced that, for health reasons, she will be stepping down as Secretary after the 2006 Annual Membership Meeting at the Conference. She proposed that Mary Cox assume the role of Secretary for the duration of Judy’s second year; Mary is willing to take the position if she is not elected to the Nominating Committee. Jennifer Barlow extended her thanks to Judy for her service and wished her a speedy recovery.</p> <p>Judy Schroeder moved that the minutes from the July 18, 2006 Board meeting be approved. Arlene Weismantel seconded the motion. Motion carried.</p>	<p>The July 18, 2006 Minutes of the MHSLA Board Meeting will be posted on the website.</p>
<p>4. Archivist’s Report</p> <p>Maureen Watson</p>	<p>Maureen Watson submitted a report stating that she is presenting a poster at the annual conference titled “Show Me the Money: MHSLA Treasurers,” which will feature the people who have served as treasurer from 1977 to the present. If she doesn’t have someone’s picture she will only use their name. There are only 2 people for whom she does not have a picture.</p>	

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	<p>Maureen will be taking pictures of MHSLA Board members for her files.</p> <p>Please keep sending Maureen materials you think belong in the archives.</p>																																									
<p>5. Treasurer's Report</p> <p>Marilyn Dow</p>	<p>Marilyn Dow submitted a report.</p> <p style="text-align: center;">MHSLA Treasurer's Report 07/19/2006 to 09/14/2006</p> <p>INCOME</p> <table><tr><td>Membership Dues 2006</td><td>\$45.00</td></tr><tr><td>Conference 2006</td><td></td></tr><tr><td> Vendor payments</td><td>\$2,900.00</td></tr><tr><td> Registrations</td><td>\$7,045.00</td></tr><tr><td> <i>Income total</i></td><td><i>\$9,990.00</i></td></tr></table> <p>EXPENSES</p> <table><tr><td>Ballot mailing</td><td>\$193.98</td></tr><tr><td>Board Lunch</td><td>\$99.70</td></tr><tr><td>Board teleconference fees</td><td></td></tr><tr><td>Surety bond premium</td><td>\$190.00</td></tr><tr><td>Nominating committee</td><td>\$15.60</td></tr><tr><td>Conference 2006</td><td></td></tr><tr><td> Speaker's fee: David Slawson</td><td>\$539.20</td></tr><tr><td> Program printing</td><td>\$452.20</td></tr><tr><td> Postage</td><td>\$94.50</td></tr><tr><td> <i>Expenses total</i></td><td><i>\$1,490.68</i></td></tr></table> <p> <i>Income less expenses</i> <i>\$8,499.32</i></p> <table><tr><td>Beginning checking account balance from 7/18/06 treasurer's report</td><td>\$31,595.98</td></tr><tr><td>Income less expenses</td><td>\$8,499.32</td></tr><tr><td>Ending checking account balance</td><td>\$40,095.30</td></tr><tr><td>Certificate of Deposit</td><td>\$15,000.00</td></tr><tr><td>MLC Deposit account</td><td>\$13,679.41</td></tr></table> <p>Total assets as of 09/14/2006 \$68,774.71</p>	Membership Dues 2006	\$45.00	Conference 2006		Vendor payments	\$2,900.00	Registrations	\$7,045.00	<i>Income total</i>	<i>\$9,990.00</i>	Ballot mailing	\$193.98	Board Lunch	\$99.70	Board teleconference fees		Surety bond premium	\$190.00	Nominating committee	\$15.60	Conference 2006		Speaker's fee: David Slawson	\$539.20	Program printing	\$452.20	Postage	\$94.50	<i>Expenses total</i>	<i>\$1,490.68</i>	Beginning checking account balance from 7/18/06 treasurer's report	\$31,595.98	Income less expenses	\$8,499.32	Ending checking account balance	\$40,095.30	Certificate of Deposit	\$15,000.00	MLC Deposit account	\$13,679.41	
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<p>6. Audit</p> <p>Joan Emahiser</p>	<p>No report.</p>	
<p>7. Bylaws</p> <p>Mary Hanson</p>	<p>Mary Hanson submitted a report.</p> <p>Bylaws changes for September 2006 – version 3</p> <p>Proposed revisions to the Bylaws are indicated in colored italics.</p> <p>ARTICLE VII. Committees</p> <p>Section 1. Standing Committees</p> <p>A. Composition</p> <ol style="list-style-type: none">1. There shall be standing committees established by these Bylaws to assist with the business of the Association.2. The President-Elect, with Executive Board approval, shall designate the chair of each standing committee at the Fall Executive Board meeting. <i>All appointments shall be for one year except the education chair, who shall serve a two-year term.</i> Appointments may be terminated with Executive Board approval.3. Conference Planning Committee<ol style="list-style-type: none">a. The Conference Planning Committee shall be responsible for planning an Annual Education Conference.<i>b. The President-Elect shall serve as Conference Coordinator for all conferences for which any planning activities have begun.</i><i>c. The Conference Planning Committee shall consist of the Conference Coordinator and the Chairs of the Education Committee and the Local Arrangements Committee.</i>4. Education Committee<ol style="list-style-type: none"><i>a. The members, including the chair, shall serve staggered two-year terms with no more than one-half being appointed in any year.</i><i>b. The chair(s) of the Local Arrangements committee(s) shall be ex-officio.</i>c. The Education Committee shall determine, with the approval of the Executive Board, the topics and speaker(s) for the Annual Education	

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Conference and shall assist in the implementation of the Annual Education Conference.

- d. The Education Committee shall advise and make recommendations concerning current educational interests of the membership and shall provide information about educational programs and opportunities to local health sciences groups and others.

Insert Outreach and Advocacy Committee as number 6, then *renumber all subsequent committees....*

6. *Outreach and Advocacy Committee*
 - a. *The Outreach and Advocacy Committee shall promulgate the mission of MHSLA by promoting communication and professional interaction with national, state, and local groups, such as the Michigan Library Association, the Special Library Association, or the Michigan Health & Hospital Association.*

ARTICLE IX. Meetings

Section 4. Annual Conference

C. Local Arrangement Committee Responsibilities

1. Upon acceptance of a Conference site, the Executive Board will notify the chairman of the local group who will select a Local Arrangements Committee. *The Local Arrangements Committee shall include the Education chair as an ex-officio member. The chair of the Local Arrangements Committee shall also serve as an ex-officio member of the Education Committee.*

Discussion of these changes ensued. Concern was voiced that the revisions might be too specific and the length of chair terms was discussed. Arlene Weismantel suggested that perhaps the rules the Board was considering implementing might be difficult to follow. It was agreed upon that, to facilitate communication between the two committees, the chair of the Local Arrangements Committee must be an ex-officio member of the Education Committee,

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	<p>and vice versa. It was also agreed upon that the President-Elect shall serve as Conference Coordinator for all conferences for which any planning activities have begun. It was suggested, however, that all other changes be put into procedural documents as strong recommendations rather than as changes to the Bylaws.</p> <p>It was agreed upon to <u>discard</u> the suggested changes to Article VII, section 1, part A, point 2, regarding appointments.</p> <p>It was agreed upon to <u>retain</u> the suggested changes to Article VII, section 1, part A, point 3b, regarding conferences.</p> <p>It was agreed upon to <u>edit</u> the suggested changes to Article VII, section 1, part A, point 4a by removing a, regarding terms, but retaining b, regarding ex-officio chairs(s).</p> <p>It was agreed upon to <u>verify</u> the correct name of the Special Library Association (SLA) under Article VII, section 1, part A, point 6, regarding the Outreach and Advocacy Committee.</p> <p>It was agreed upon to <u>retain</u> the suggested changes to Article IX, section 4, part C, point 1, regarding ex-officio members.</p> <p>Mary Hanson moved to approve the revised revisions to the Bylaws. Jennifer Barlow seconded the motion. Motion carried.</p> <p>Mary Hanson anticipates getting the changes to the Bylaws and the cover letter to the general membership in the mail the following day.</p>	<p>Mary Hanson will make the approved revisions to the Bylaws and mail both the revisions and the cover letter to the general membership.</p>
<p>8. Conference Planning</p> <p>Pat Martin</p>	<p>Pat Martin submitted a report. She stated that conference costs have gone down somewhat but that she expects we will still take an expected loss on the conference.</p> <p>MHSLA 2006 Conference Budget</p>	

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Table Rentals (MHSLA only)	0.00	
AV Equipment		
Electrical \$3/outlet	60.00	
AV Support	350.00	
Opening Reception		
Entertainer -Robert McCloy	225.00	P
Meal	2,260.88	P
Special Event		
Michigan Historical Museum	600.00	I
Bus	450.00	P
Meal	2,500.00	P
Entertainer - Neil Woodward	500.00	P
Publicity/Promotion		
Postcards	80.00	
Registration Packets	250.00	
Tote bags/w logo	450.00	
Card stock for ballots	6.92	
<u>Local Arrangements Subtotal</u>	<u>16,732.80</u>	
Guest/Hotel Room Expenses		
Scholarship Winners' Rooms	981.00	
Mileage (3 Scholarship Winners)	225.00	
Meals (3 Scholarship Winners)	300.00	
8-Hour CE Deb Dunbar		
Honorarium	1,500.00	
Hotel	218.00	
Airfare		
Shuttle/Cab		
Mileage	320.00	
Meals	100.00	
Miscellaneous	150.00	
4-Hour CE Lynda Baker		
Honorarium	400.00	
Hotel	102.00	
Airfare	0.00	
Shuttle/Cab	0.00	
Mileage	0.00	
Meals	0.00	
Miscellaneous	75.00	

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8-Hour CE David Slawson	
Honorarium	4,000.00
Hotel	327.00
Airfare	400.00
Shuttle/Cab	50.00
Mileage	0.00
Meals	150.00
Miscellaneous	150.00
Keynote Speaker Slawson - fees covered under CE State Librarian - Nancy Robertson	
Honorarium	0.00
Hotel	0.00
Airfare	0.00
Shuttle/Cab	0.00
Mileage	0.00
Meals	0.00
Miscellaneous	
Concurrent Sessions	50.00
NLM Updates	
Expected Expenses	0.00
Healey - GoLocal	50.00
Zimmerman – PubMed	50.00
Closing Speaker - MJ Tooy	
Honorarium	0.00
Hotel	109.00
Airfare	289.20
Shuttle/Cab	0.00
Mileage	0.00
Meals	50.00
Miscellaneous	0.00
Round tables	
Expected Expenses	300.00
<u>Education Subtotal</u>	10,346.20
<u>Total Expenses</u>	<u>27,079.00</u>
Vendor Contributions	<u>4,500.00</u>

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	<p><u>Estimated Cost</u> <u>22,579.00</u></p> <p>Conference Fees <u>22,579.00</u></p> <p>65 Attendees 347.37</p> <p>70 Attendees 322.56</p> <p>75 Attendees 301.05</p> <p>At March meeting board suggested a fee of \$324 for 65 attendees - settled on \$325</p>	
<p>9. Local Arrangements</p> <p>Mike Simmons, 2006</p>	<p>Michael Simmons stated that he is unsure of registration numbers at this time, but the hotel reservations indicate we have enough attendees to get free rooms; meeting rooms will be paid for if everyone who plans to attend does actually attend. Hotel reservation numbers did not correlate to registration numbers, but he suggested that this may be because attendees are securing their rooms before registering, and their institutions may be slow to get checks out.</p> <p>Michael also stated that Local Arrangements are going very smoothly. They will be stuffing bags as soon as they get them, the student scholarship award winner and first-time attendee are communicating with Local Arrangements, and no cancellations have occurred.</p>	
<p>10. Education</p> <p>Yvonne Boudreau, 2006</p>	<p>Yvonne Boudreau submitted a report. She stated that she does not have the registration numbers.</p> <ol style="list-style-type: none"> 1. On August 15th Chris Allen and Yvonne Boudreau drew three names from the three various categories of the 19 received scholarship applications. The following people's names were selected to be recipients: WSU – Heidi Schroeder; U of M – Emily Mazure; MHSLA Member (who has not previously attended conference) - Nancy Bulgarelli, Sladen Library. Award letters were sent out, hotel rooms were secured. 2. Two articles for the <i>MHSLA News</i> were submitted – one to promote the conference, one to announce the three scholarship winners. 	

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3. Arlene reported that MLA had approved the application for Deb Dunbar's CE Course.
4. To date, 20 people have registered for Dr. David Slawson's CE Course, 5 people have registered for Deb Dunbar's CE Course, and 19 people have registered for Dr. Lynda Baker's Friday afternoon CE Class.
5. Preparing course attendance sheets, course evaluation forms, conference evaluation forms and expense forms.
6. Following up on travel arrangements with speakers.
7. The MSHLA scholarship application process is currently being re-worked in order to improve quality of applications, perhaps by requiring essays, letters of recommendation, or greater scrutiny of applicants' library affiliation. The Education Committee will submit its recommendations to the Board in the future for their consideration.
8. The following location has expressed an interest in receiving MHSLA funds in order to host the MLA telecast on November 8, 2006.
 - a. Brett Powers of Lacks Cancer Center at Saint Mary's in Grand Rapids.
 - b. Michigan State University would like to be a host site as well.
 - c. Wayne State University is also planning on hosting a site but will be funded through GMR.

The two locations that have applied for the GMR funding are Wayne State University and Traverse City.

Discussion ensued on funding registration and telecommunication costs. Wayne State University has absorbed such costs in the past and is expected to do the same this time. Yvonne stated that Traverse City could use some support from MHSLA to cover telecommunication costs. It was suggested, however, that the webcast may not entail telecommunication costs.

Arlene Weismantel had a number of questions regarding the telecast. In the past MHSLA has sponsored sites to provide access to educational offerings, and had tried to arrange this

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geographically in such a way as to ensure that no MHSLA would have to drive an excessive distance to attend. But since this is being offered as a webcast and not as a teleconference, there is a possibility for individual registration. The multiple-site registration is \$325 for fewer than 10 sites; early bird registration for individuals is \$75. Arlene asked if a remote site suggests that it would be less expensive for MHSLA to sponsor individual registration in their area; this would occur if fewer than 5 people attended one site.

Discussion ensued on this issue. Attendees get a point and half less of CE credit if they watch it individually at a desk rather than attend as a live participant of the discussion. Registration deadline is October 13th, and fees go up by \$50 after this date. Traverse City usually has 7 attendees; Arlene's group generally has over 5 attendees.

Yvonne Boudreau moved to approve funding of Lacks Cancer Center at St. Mary's and MSU's libraries to be host sites for the November 8, 2006 MLA webcast. Mary Fitzpatrick seconded the motion. Motion approved.

Michael Simmons stated that MLA webcasts are available on DVD, usually within a few weeks, through the GMR lending library, and viewers receive the same number of credits whether they watch the DVD of the webcast or watch the webcast itself. Consequently, the Board is not inclined to approve funding for individual registration, firstly because it is trying to foster community and secondly because the DVD is available and viewers will receive the same number of credits for watching it.

Sandra Martin stated that she is on the Medical Library Association Continuing Education Committee, and one of the things the Committee is looking for is subject matter for the 2007 teleconference. She would like to ask the membership what subject they'd be interested in seeing; one suggestion has been library promotion programs or activities. Arlene Weismantel suggested that this question be put to the MHSLA membership list in general.

Barbara Platts stated that Alpena has usually participated in the webcasts through the Munson bridge. No bridging, however, is necessary for a webcast, so they would have to get the user ID and password from GMR to log onto the site

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	<p>of the webcast, or watch the GMR lending library's DVD of the webcast.</p> <p>Jennifer Barlow noticed a sharp increase in the number of scholarship applicants, and complimented Yvonne Boudreau on her excellent marketing of the scholarships. Discussion ensued on student scholarships, including improving criteria for awarding them and discounted student conference fees as a way to increase attendance and membership and promote health librarianship. It was suggested that a special mailing be done for the 18 student non-winners of the scholarships, and that MHSLA offer them a discount on the conference rate.</p> <p>It was suggested that when applying for student membership to MHSLA, applicants must provide student identification so that MHSLA can verify that they are in fact students. Arlene Weismantel suggested that this could be something the next chair of the Membership Committee might pursue further in 2007. Discussion ensued on how to identify students at the conference.</p> <p>Arlene Weismantel moved that MHSLA offer all library school students 50% off the member conference rates for the 2006 conference, as well as free MHSLA membership for 2007. This discount applies to all library school students, but they must prove they are a library student by supplying an enrollment transcript. Mike Simmons seconded the motion. Motion carried.</p>	<p>Yvonne Boudreau will contact Linda Baker and Jennifer Barlow will contact Pat Vinson regarding the library student discount and free membership offer.</p>
<p>11. Conference Coordinator</p> <p>Ellen O'Donnell, 2008</p>	<p>Ellen O'Donnell submitted a report stating that she and Sandra Martin met on August 16, 2006 to update the timelines, set the agenda for the next planning committee meeting, and discuss additional committee appointments for website design and audiovisual coordination.</p> <p>The planning committee will be meeting on September 19, 2006, after the MHSLA Board Meeting. Priorities for the coming months are logo design, publicity, preliminary</p>	

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	<p>budget preparation, and program and CE planning.</p> <p>Several members of the planning committee will be attending the Midwest Chapter / MLA 2006 Conference in Louisville.</p> <p>Sandra Martin stated that the only update to Local Arrangements is that the hotel is now smoke-free. She also stated that, according to the Midwest Chapter timeline, we are still well on track. Ellen O'Donnell stated that the conference planning chair had said it would be possible to run some expenses through MHSLA and get them reimbursed later.</p>	
12. Membership Susan Kendall	<p>No report.</p>	
13. Nominating Committee Lea Ann McGaugh	<p>Lea Ann McGaugh submitted a report stating that there were no candidates nominated by petition. Judy Schroeder, Secretary, mailed the ballot with its accompanying documentation to the membership on August 11, 2006. Ballots must be postmarked by September 27th to be counted. They must be counted by October 8th.</p>	
14. Publications Committee Jaime Blanck	<p>Arlene Weismantel submitted a report stating that Jaime Blanck, the Publications Committee Chairperson, took a new job at University of Maryland Health Sciences and Human Services Library in Baltimore. Her last day at MSU was Friday, September 1st.</p> <p>You can contact Jaime at the following address:</p> <p>Jaime Friel Blanck 601 West Lombard Street Room 130B Baltimore, MD 21201 jaimeblanck@gmail.com</p> <p>Jaime will be producing the next issue of the MHSLA News and you can expect to see this soon.</p> <p>Based on Board input at the last meeting, the MHSLA Membership Directory will be continuously updated. Arlene Weismantel requested and received the appropriate</p>	

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	<p>documents to update the directory from both Jaime Blanck and Susan Kendall.</p> <p>Based on the survey regarding the electronic-only distribution of the MHSLA News, Arlene Weismantel created a new distribution list to send the News out to the membership. There are members who are not on the MHSLA listserv who never receive notification about new issues.</p> <p>Also as a result of the survey, The MHSLA News will be completely redesigned to facilitate online reading. The two-column format will be eliminated. If you have examples of online newsletter layouts that you think work well, please send them to Arlene Weismantel.</p> <p>Michael Simmons continues to update the website and is currently working on identifying a new host. This should be completed before the end of the year. First, the site will be mirrored in two locations, and then the site at UIC will be brought down.</p> <p>Michael Simmons is also maintaining the two MHSLA electronic discussion lists. This can be a challenge as he often receives notifications about non-receipt of messages that must be pursued.</p> <p>Michael Simmons suggested that MHSLA get away from the newsletter format altogether and instead take Valerie Reed's lead at MDMLG and transform it into a blog. This would require different software, which raises issues regarding changing hosts for the MHSLA website. Michael Simmons stated that he has not yet had time to identify a new host provider but plans to address this issue after the conference.</p> <p>Sandra Martin suggested that MHSLA needs to think about how turning the newsletter into a blog affects our archival records. Discussion ensued on the merits of the newsletter, including receiving points for publication and deadlines that contribute to submission and participation, and it was generally agreed upon not to discard the newsletter format at this time.</p>	
15. Research	No report.	

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Alison Fountain		
16. Resource Sharing and Group Purchasing Jennifer Barlow	<p>Jennifer Barlow submitted a report.</p> <p>Resource Sharing</p> <p>Here is a summary of the year's activity.</p> <ol style="list-style-type: none">1. ILL statistics. Our committee discussed and decided that collecting and posting ILL statistics is not particularly useful to members. Each member has easy access to his/her own statistics through DOCLINE. Comparing statistics across libraries is not very meaningful, since everyone has unique situations.2. MISHULS. I downloaded the July 2006 data from SERHOLD and am still struggling to format it into a usable report. There's been a major learning curve here; I'm using features of Access and Excel that I don't know very well. It's frustrating, but I haven't yet given up. Do people really still use MISHULS? I'd like to gauge the interest level.3. NLM duplicates project. No activity this year, as NLM has been routing all its extras to hurricane-hit libraries. I did contact Tammy Mays at GMR for clarification on where these books will be shipped, when they're available again. She stated that both Betty Marshall at Hackley and John Coffey at MSU are on the list to receive duplicates. John's agreement with GMR is that he adds the books to the MSU collection, since MSU is a resource library for the whole state. Betty was going to propose some procedures for equitable distribution of the books that come to her - but none came, so this hasn't been an issue.4. Weeding NetLibrary. I contacted Kelly Bayee at MLC about removing some of the older NetLibrary titles that MHSLA purchased for MeL in 2003. Her answer was that these books can't be weeded from MeL. Once purchased, they are there forever. Reader, beware!5. DOCLINE's MHSLA group. We had a conversation on the MHSLA discussion list about restricting the DOCLINE MHSLA group to non-charging libraries. This would allow members to use the MHSLA group in	

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routing tables without worrying about incurring charges for ILLs. Most members already loan for free, but there are a few who don't (currently five). I contacted the five charging libraries personally to ask if they would reconsider their policies. One said she might consider it, three said no, and the fifth did not respond. I still think this would be a good change, and I'm planning to make a motion at the general membership meeting that the DOCLINE MHSLA group be used only for libraries that provide free ILLs to other MHSLA members.

6. Member education. I sent a message to the discussion list last spring, reminding folks to update their SERHOLD information. I also wrote an article for MHSLA News about effective use of DOCLINE, to be published this month.
7. Procedure manual. Before I step down from the Resource Sharing Committee next month, I'll update the committee procedures for the MHSLA Board procedure manual.

Group Purchasing

Stat!Ref renewals have been mailed to 50 participants. Sixteen new titles will be added this month, bringing the online collection up to 70 books. Subscription cost for the year will be \$3075.

The Group Purchasing Committee is reexamining its role. Pursuing and negotiating contracts is extremely time-consuming, and the volunteer committee members don't have a lot of time to devote to this. It helps that MLC has taken over much of the logistical work. We think where we can add value is in assessing the quality and usability of resources for health science libraries. We can help MLC identify possible group purchase products, help test them out, and help review contract terms. Rather than put these deals together ourselves, we'd like to serve MLC in an advisory capacity.

Discussion ensued on the role of the Group Purchasing Committee, as well as EBSCO's new platform, Ovid's interface, the Springer collection, and how budgets are impacting new offerings.

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	<p>Arlene Weismantel extended her thanks to everyone who worked on the group's purchases; she realizes just how much time these purchases can take and appreciates everyone's efforts.</p>	
<p>17. Technology</p> <p>Valeria Long</p>	<p>No report.</p> <p>Arlene Weismantel stated that Valeria Long has resigned as chair of Technology. She will be at the conference but has been promoted to a new position with many additional responsibilities and feels she cannot continue as Technology chair. Patricia Martin will be identifying a new chair to replace Valeria.</p>	
<p>18. ERHSLA</p> <p>Mary Fitzpatrick</p>	<p>Mary Fitzpatrick submitted a report stating that ERSHLA met for lunch on August 2, 2006 at the DoubleTree Inn-Riverfront, Bay City. It was a chance for the group to refresh our memory on the facility and surrounding area. Conference 2007 was the agenda.</p> <p>Doris Blauet is busy working with graphics to design our logo. Martha Studaker found a great bag and other promotional ideas were discussed. Melanie Bednarski is busy with the Education Committee working on ideas for classes and programs. Melanie attended SLA in June so she brought back ideas for gifts as well as programming. The group gave her feedback on programming ideas.</p> <p>Mary Fitzpatrick checked into three possible special event venues. Discussion was held and the group decided on a choice for Mary to further explore. The fact that both Traverse City and Lansing scheduled opening events was brought up and it was decided that Mary would look into one of our special events choices becoming an opening event. It was brought up for discussion as to whether Local Arrangement Committee Members should have to pay for the conference if they are only working. Discussion ensued as to whether LAC would then be entitled to meals, bags/gifts, CME class attendance, or attendance at the special event. The group felt that workers should be entitled to breaks/lunches but other items should be for paid registrants. The consensus of the group was that this should be brought up to the Board for discussion and clarification.</p> <p>After the meeting, Mary Fitzpatrick, Diane Gardner and Melanie Bednarski explored the area around the Conference</p>	

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	<p>Center and the Downtown Bay City Area taking photos. Check out our poster at the Conference for a preview of the Bay City Area.</p> <p>Discussion ensued on whether Local Arrangement Committee members who are working at the conference should have to pay. In the past, conference fees have been paid on behalf of such conference workers, whether they participated in the program or not. Clarification was requested as to how much such workers are entitled to receive.</p> <p>It was agreed to revise the procedural manual to state that those working on the conference but not attending it will receive free meals on the days they work. However, all other items, including gift bags such as those given to paying registrants, will not be part of conference workers' compensation, unless extras are available after the conference.</p>	<p>The procedural manual will be revised to clarify conference workers' compensation.</p>
<p>19. GMR</p> <p>Barbara Platts</p>	<p>Barbara Platts submitted a report.</p> <p>NN/LM GMR Funding Opportunities</p> <p>Three types of subcontracts are available at two funding levels, \$40,000 and \$12,000. The GMR recently reviewed funding requests for one public health proposal, one consumer health proposal, and two health disparities proposals. Proposals are evaluated on identified need, target audience, methodology and technical approach, experience of proposal personnel, and support from participating facilities. A second round of applications will be accepted on November 1, 2006, and if funds are available, a third round will be accepted on March 1, 2007.</p> <p>Barbara Platts stated that a round of approval was done a few weeks ago for two awards for health disparity proposals. Typically the GMR would only fund one such proposal, but decided this time to fund both and simply leave less money for the next round of funding. It is expected that there may not be any health disparity proposals in the next round of funding.</p> <p>Other funding opportunities include exhibit awards, outreach express awards, professional development awards, and technical improvement awards. More information can be found at http://nnlm.gov/gmr/funding/</p>	

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GMR Calendar of Upcoming Events

Exhibiting at North Dakota Library Association Annual Conference 9-20-06

"Celebrating our Past, Embracing our Future" Location: Fargo, ND

Exhibiting at South Dakota Library Association Conference 9-20-06

"Librarians in Action" Location: Rapid City, SD

Meeting: Minnesota Library Association Conference 9-27-06

"Creativity and Collaboration: Minnesota Libraries Lead the Way" Location: St. Cloud, MN

NTCC Class - PubMed 9-27-06

Full-day class is designed to teach students how to use PubMed. Includes an overview of MeSH. This is a free class and offers 7.5 MLA CEU's. [Class Agenda](#)

For details on this class visit:

<http://nnlm.gov/ntcc/regions.html#Greater> Location: Chicago, IL

NTCC Class - TOXNET 9-28-06

Full-day class is designed to convey the basics of searching the NLM's TOXNET. This is a free class and is awarded 6 MLA CEU's. [Class Agenda](#)

For details on this class visit:

<http://nnlm.gov/ntcc/regions.html#Greater> Location: Chicago, IL

NTCC Class - Gateway/Clinical Trials 9-29-06

Half-day class is designed to teach students how to use the NLM Gateway and includes a demonstration of ClinicalTrials.gov. This is a free class and offers 3.5 MLA CEU's. [Class Agenda](#)

For details on this class visit:

<http://nnlm.gov/ntcc/regions.html#Greater> Location: Chicago, IL

Exhibiting at Illinois Library Association (ILA) Annual Conference 10-6-06

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	<p>"Illinois Libraries: Generating Value in Dollars and Sense" Location: Chicago, IL</p> <p>Exhibiting at Midwest Chapter MLA 10-11-06</p> <p>"Southern Exposure: A Different Point of View" GMR will be exhibiting, teaching classes, a technology forum, and a presenting a poster. Location: Louisville, KY</p> <p><i>Meeting: Michigan Library Association Conference 2006 10-13-06</i></p> <p>"There's No Place Like a Library" Location: Detroit, MI</p> <p>Exhibiting at Iowa Library Association Annual Conference 10-13-06</p> <p>"Libraries, Literacy & Learning in the 21st Century" Location: Council Bluffs, IA</p> <p>Exhibiting at the American Society of Anesthesiologists 10-18-06</p> <p>To volunteer contact Holly Burt at 312-996-8480 haburt@uic.edu Location: Chicago, IL</p> <p>Exhibiting at Michigan Health Sciences Libraries Association 10-20-06</p> <p>"MHSLA State University: A Capital Conference" Location: Lansing, MI</p> <p>Exhibiting at Wisconsin Library Association Conference & WHSLA 11-3-06</p> <p>"Making Connections" Location: Wisconsin Dells, WI</p> <p>Exhibiting Health Science Librarians of Illinois 11-3-06</p> <p>"Libraries on the Move" Location: Schaumburg, IL</p> <p>Meeting: Academic Library Association of Ohio 11-3-06</p> <p>Recipes for Library Success: Ingredients, Process & Product Location: Akron, OH</p> <p>Exhibiting at the Radiological Society of North America (RSNA) 12-1-06</p> <p>"Strengthening Professionalism" GMR will be exhibiting and teaching PubMed. Location: Chicago, IL</p> <p>Exhibiting at the Society of Teachers of Family</p>	
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	<p>Medicine (STFM) 4-29-07</p> <p>To volunteer contact: Holly Burt at 312-996-8480 haburt@uic.edu Location: Chicago, IL</p> <p>NTCC Class - PubMed 4-30-07</p> <p>Full-day class designed to teach students how to use PubMed. The class includes an overview of MeSH. This is a free class and offers 7.5 MLA CEU's. Class Agenda For details on this class visit: http://nnlm.gov/ntcc/regions.html#Greater Location: Ann Arbor, MI</p> <p>NTCC Class - Gateway/Clinical Trials 5-1-07</p> <p>Half-day class designed to teach students how to use the NLM Gateway and includes a demonstration of ClinicalTrials.gov. This is a free class and offers 3.5 MLA CEU's. Class Agenda For details on this class visit: http://nnlm.gov/ntcc/regions.html#Greater Location: Ann Arbor, MI</p> <p>Exhibiting at the American Academy of Nurse Practitioners (AANP) 6-24-07</p> <p>Location: Indianapolis, IN</p> <p>Meeting: Midwest/MHSLA MLA Conference 10-21-08</p> <p>Midwest/MHSLA MLA Conference - Add this to your calendar today! Location: Troy, MI</p> <p>Each month, the GMR highlights an NLM product or service. Wireless Information System for Emergency Responders (WISER) (http://wiser.nlm.nih.gov/) is a system designed to assist first responders in hazardous material incidents. WISER provides a wide range of information on hazardous substances, including substance identification support, physical characteristics, human health information, and containment and suppression advice. WISER Fact Sheet</p>	
<p>20. MDMLG</p> <p>Marilyn Kostrzewski</p>	<p>Marilyn Kostrzewski submitted a report.</p> <ol style="list-style-type: none">1. The first meeting of the year occurred on Thursday September 7th at the University of Michigan Dearborn, Fairlane Center. Alexia Estabrook, President, welcome everyone and outline her goals for the coming year.	

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	<p>They included library advocacy, creating a mentor program, continued quality programming, growth opportunities and promoting professionalism. This dovetails nicely with the MHSLA Strategic Plan.</p> <ol style="list-style-type: none">2. The updated directory has been posted. Membership is 49 regular members, 3 emeritus, 4 student and 19 institutional. Doris Blauet still accepting membership payments.3. Pat Vinson, Public Relations chair distributed the new MDMLG brochure. She will be promoting MDMLG to the WSU LIS program, etc.4. The Salary Survey is complete and was posted on Monday, September 18th.5. The fall newsletter is available from the website.6. The AirSet calendar has been integrated with the web page and blog for ease in locating information on programs, etc.7. New: At each meeting a drawing, from members who are present, will select one person to receive a ticket for a free CE program. Winners do not have to present at the drawing but must be present to put their name into the drawing.8. Discussion regarding costs of CE programs, etc., for students, members and non-members. Decisions TBD.9. An excellent program was presented on Current Technology Pearls concerning Wikis, Blogs, RSS and Podcasting. Panel members included: Patricia Anderson, Head Librarian at the U of M Dental School, Gilliam Mayman, Informationist at the U of M Public Health Library, who is currently completing the Public Health Informationist Fellowship from NLM, and Alexia Estabrook, Information Services and Intranet Librarian at Providence Hospital. Copies of handouts with links are available on the MDMLG website/blog. Alexia Esatabrook's program was geared specifically towards hospital libraries and received very positive feedback. She has been requested to go to MLA and get CE credit for her program, so it is very possible that	
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	<p>something similar may be presented at the 2008 conference.</p> <p>10. Next business meeting and program will be on Thursday, November 30th at St. Joe Oakland in Pontiac hosted by Patty Scholl. A lunch and learn will be provide by New England Journal of Medicine. The program will be associated but is still in the planning stages. It will be in the format of a panel of discussion on online journals and issues with access, number of users, having to buy online to get the print, etc.</p> <p>11. No dates available yet for Professional Development offerings.</p>	
<p>21. MMHSL</p> <p>Michael Simmons</p>	<p>Michael Simmons submitted a report.</p> <ol style="list-style-type: none">1. The Mid-Michigan Health Sciences Libraries continue to work on and refine the details of the upcoming MHSLA Annual Education Conference being held at the Kellogg Center on the campus of Michigan State University. All is going accordingly.2. MSU has submitted a request to be one of the sites sponsoring the upcoming MLA webcast.3. Jaime Blanck, Health Sciences Librarian at Michigan State University, has resigned her position. Jaime has accepted a position at the University of Maryland in the health sciences library. <p>Michael Simmons stated that we have over 38 registrations coming in. The deadline is September 22nd, and he will be sending out an email encouraging everyone to get their registrations in.</p>	
<p>22. NMHSLA</p> <p>Chris Allen</p>	<p>Chris Allen submitted a report.</p> <p>Northern Michigan Hospital, Petoskey Anne Foster – no report</p> <p>Mercy Hospital, Cadillac Kim Benz reports that we are wrapping up our Let's Get Moving program. I am currently entering all the miles that have been dropped off this past week. We will be drawing for our grand prizewinners on Sept. 18th and presenting the</p>	

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prizes at the Board of Health meeting on Sept. 29th.

We are currently involved in the "America On the Move Week" to be held on Sept. 23-30, 2006. This program encourages participants to record their steps for one week.

I have several new books that still need to be cataloged and shelved and I will be working on that later this month. Our CME program schedule is filling up nicely for the fall. We have several programs in the works for the remainder of the year.

The hospital has new radiology interns working and they use our library services quite a bit.

Medical research requests are starting to pick up now that summer is over. We are busy around here!

Mercy Hospital, Grayling

Kay Petrie – no report

Paul Oliver Memorial Hospital

The Caregiver Resource Center & Library is currently in a state of transition. Sherri Dittman, who managed the library and resource center since it opened 3 years ago, moved out of the region. A current plan to continue library services is under review.

West Shore Medical Center

Brenda Jay – no report

Munson Medical Center Health Sciences Library

Barb Platts reports that the Department of Library Services has taken on several new initiatives.

The department is participating in the development of an Evidence-Based Medicine statewide conference for rehabilitation staff. The conference will be held in Traverse City in the fall of 2007.

The department is moving forward in developing CME Internet Point of Care Learning for physicians at Munson Healthcare.

The department is involved in creating an online course on Patient Sensitivity Training as part of Munson's annual system wide competencies for all employees.

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	<p>Munson Medical Center recently obtained Magnet recognition through the ANA Credentialing Center. Only one other hospital in Michigan (Beaumont, Royal Oak), has received Magnet status. Liz Messing, a library staff member, edited the Magnet application throughout the 2-year approval process. A copy of the final application was housed in the Library for several months during, and after, the site visit from staff at the ANA Credentialing Center.</p> <p>Munson Medical Center Community Health Library Chris Allen reports that the Let's Get Moving Initiative ended the beginning of September and the staff helped with the final events at Crystal Mountain and at Traverse City's Friday street fair, where a grand prize bike was awarded to a lucky participant.</p> <p>Camp Healthy Me was well attended as was our program on Women's Health. Future programming will include presentations on ADHD, Antibiotics and You, in collaboration with the Michigan Antibiotic Resistance Reduction Coalition, Menopause and two brown bag book discussions. The Library staff are presenting programs on Finding Health Information at many community and support groups throughout the Fall.</p> <p>We are working hard to find time to enter data into Michigan GoLocal and are participating in the planning of the Regional Diabetes Initiative to reduce the incidence of Diabetes in Northern Michigan.</p>	
<p>23. UPHSLC Linda Winslow</p>	<p>No report.</p>	
<p>24. WMHSLA Eleanor Lopez</p>	<p>Jennifer Barlow submitted a report. WMHSLA has not met so there is little to report; however, she would like to thank everyone for approving their webcast. They are getting together on that day to have an election and more news will be available next time.</p>	
<p>25. Old Business: Strategic Planning</p>	<p>Jennifer Barlow stated that MHSLA needs to approve the Strategic Plan. She asked if there would be room at the conference for a poster regarding the Strategic Plan in the exhibit area; Michael Simmons stated that there would</p>	<p>Jennifer Barlow will contact Joan Emahiser about</p>

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Jennifer Barlow	indeed be room. Arlene Weismantel moved to approve the Strategic Plan. Marilyn Kostrzewski seconded the motion. Motion carried.	submitting a poster on the Strategic Plan.
26. New Business: Discussion of the “Librarian of the Year” Award Arlene Weismantel	Arlene Weismantel requested that the nominees for the “Librarian of the Year” award, Jennifer Barlow and Marilyn Kostrzewski, leave the room. Arlene passed around documents received as letters of application, then read them aloud. Arlene reiterated that the Board had agreed that the nominees would leave the room during the discussion and the vote, then Arlene would speak with each of them individually after the meeting. Criteria for determining the award winner were read aloud. It was agreed that the voting members were all Board members present. Questions were raised regarding how those attending the meeting via videoconference could vote anonymously. It was suggested that the results of the votes of those at MLC might render voting via teleconference unnecessary, and this was agreed upon. Voting was done by private written ballots which were passed in to Arlene. The results indicated that, even without the votes of the videoconference members, Jennifer Barlow was the winner of the “Librarian of the Year” award. Questions were raised regarding the GMR exhibit award for MLA. Arlene Weismantel stated that it had been decided at a previous Board meeting that MHSLA is not going to pursue applying for the GMR exhibit award this year.	
27. Adjournment Arlene Weismantel	Arlene Weismantel moved to adjourn the Board Meeting at 12:30 p.m. Judy Schroeder seconded the motion. Motion passed. Arlene Weismantel expressed her gratitude to the Board for the past year’s service, and the board expressed their thanks to Arlene for her service.	