



**MICHIGAN HEALTH SCIENCES
LIBRARIES ASSOCIATION**

www.mhsla.org

Michigan Health Sciences Libraries Association
2016 Annual Education Conference
Annual Business Meeting
Novi, MI
Thursday, October 13, 2016

Agenda & Minutes

1. Call to Order – Melanie Bednarski called the meeting to order at 10:30AM.
2. Welcoming Remarks - Melanie Bednarski - Mel welcomed everyone to the 2016 conference and thanked all who helped plan and execute the conference.
3. Review of Standing Rules-Jennifer Bowen reviewed the standing rules in Mary Hanson’s absence. 1) Only members are allowed to speak at the Annual Business Meeting. 2) Members must be recognized by the Chair before speaking. 3) Members should address the Chair by identifying themselves: stating their names and institutions. 4) Members shall use voting paddle(s) to vote on any business at the meeting.
4. Archivist’s Report – Alison Konieczny – See Appendix A for the Archivist’s annual report. Ali encouraged members to batch upload photos to the MHSLA Archive (instructions on how to do this were distributed to members).
5. Treasurer’s Report – Jill Turner - See Appendix B for the Treasurer’s annual report. Checkbook register as of the beginning of October 2016: \$47,219.35 (this is before some major conference bills have been paid, so this will go down). We have \$15,382.59 in the CD. Taxes were submitted. Projected vs. actual budget – we came out ahead: \$835.45, since there were no Resource Sharing or Archives funds spent. MHSLA has funded a MLA Instructional Design webinar for MDMLG –this webinar is on-demand only and will be available to MHSLA members too (funds have come out of next year’s budget).
6. Standing Committee Reports
 - a. Audit –Marilyn Kostrzewski – No report was submitted. Jill Turner reported on Marilyn’s behalf. Audit was conducted back in May – books were in order, nothing was outstanding. It will be posted to the MHSLA website.
 - b. Bylaws – Mary Hanson – See Appendix C for the Bylaws annual report. No votes on changes to bylaws this year.
 - c. 2016 Conference Planning / Local Arrangements – Toni Janik – See Appendix D for the 2016 Local Arrangements annual report. Toni thanked everyone for coming. Toni presented highlights from her posted report: we secured same pricing from 4 years ago; vendor committee did a

fabulous job getting support (19 vendors) to keep conference cost down; she also thanked AV, Publicity, Hospitality, Registration, Accommodations, and Special Events; since we met the sleep room quotas to keep meeting room costs down; Special Event dinner tonight will be a three course dinner.

d. 2016 Education –Jill Turner – See Appendix E for the 2016 Education annual report. Jill thanked the entire Education Committee: Melanie Bednarski, Jennifer Bowen, Annette Healy, Kristina Olsen, Carol Shannon. Held three virtual meetings to plan the educational offerings for this conference. Wednesday’s CEs included: Translational Bioinformatics, Lean Process Improvement Demystified, Engaging the 21st Century Learning, best Practices and Classroom Management Techniques, Planning Conducting & Publishing Research. Thursday there is a panel about changes in medical libraries. Friday’s CE’s include: Introduction to Visualization for Librarians, Health Policy Information Seeking: Sources and Strategies for Effective Searching. . There were two colleague connection mentor pairs. Scholarships: student scholarship: Crystal Thomas, Member Scholarships: Lynne Frederickson, First Time Attendee: Sarah Benitez, Diane LeBar Memorial Scholarship: Courtney Mandarino.

e. Membership – Iris Kovar-Gough - See Appendix F for the Membership annual report. MHSLA has 129 members (76 personal, 38 institutional, 9 personal and institutional, 6 student members), which is up from last year. Iris announced a procedural update: as of April 1 next year, all institutional members will automatically get invoices automatically. She thanked 47 MHSLA members who filled out the membership survey. She’s still analyzing results, but preliminary findings can be found in Appendix F.

f. Nominating and Elections – Mark Chaffee – See Appendix G for the Nominating and Elections annual report. This year, nominees were solicited for President-Elect, Treasurer, and Nominating committee (3 positions). There was one nominee for each slot – winners were: Elizabeth Lorbeer for President-Elect, Kristina Olsen for Treasurer. Abe Wheeler, Michael Fitzpatrick and Barbara LeTarte were elected to the Nominating Committee with Barbara serving as Chair.

g. Outreach and Advocacy- Merle Rosenzweig – No annual report was submitted. MHSLA was promoted at a UM School of Information event. She will also promote the 2017 joint MHSLA/MidWest conference at the 2016 MidWest.

h. Communications – Mark Chaffee – See Appendix H for the Communications annual report. The major change this year was the listserv change from the University of Illinois at Chicago to University of Iowa. Two issues of the newsletter were published this year. Listserv membership stands at 195 members.

i. Research – Merle Rosenzweig – No annual report was submitted. There were no research activities this year.

j. Resource Sharing and Group Purchasing – Keith Engwall – See Appendix I for the Resource Sharing/Group Purchasing annual report. This year, one institution ceased their participation in

STAT!Ref (44 instead of 45 from last year) so cost did increase slightly (to \$3452.42 from \$3289.72). No NLM Duplicate Books were received this year.

k. Vendor Relations – Sandra McCarthy – See Appendix J for the Vendor Relations annual report. Sandy thanked the Vendor Relations Committee and all of the vendors represented at this year’s conference (there were 18!). The vendor raffle will be later today – you must be present to win!

7. Regional Group Reports

a. GMR – Update will be given at 11:30 today (GMR PowerPoint will be posted to conference documents section of MHSLA website), so no report was given.

b. MDMLG – Ellen O’Donnell – See Appendix K for the MDMLG annual report. MDMLG will be handling registration for the MLA Instructional Design webinar. On 11/17, there will be a PubMed CE at Wayne State University. MDMLG has a lunch meeting on December 1.

c. MMHSL – Iris Kovar-Gough – See Appendix L for the MMHSL annual report. Mid-Michigan has 18 members, thanks to the MMHSL and ERSHLA merge. It met 5 times, its current treasury stands at \$1,011. New officers will be elected in November.

d. WMHSLA – Valeria Long – See Appendix M for the WMHSLA annual report. WMHSLA has 24 members and the treasury stands at \$1,087.93. They met 4 times, experimented with virtual meetings since WMHSLA covers a large geographic area.

8. 2017 Conference Invitation – Merle Rosenzweig – The 2017 MHSLA meeting will be a joint meeting with MidWest and will take place in Ypsilanti, MI on October 13-16, 2017. A slideshow invitation with music was shown. Magnets and buttons are available

Motion to accept all the reports made by Jennifer Barlow. Second by Merle Rosenzweig. Motion carried.

Old Business –none

New Business -

- a. Acknowledgement of retirees: Diana Balint (Oakwood Southshore), Deb Adams (Botsford).
- b. There was an announcement by Gayle Williams about the panel presentation and lightning rounds at MHSLA. Please see Gayle or Joe to get files to them (or email them) so they can all be on one computer.

9. President’s Remarks – Melanie Bednarski – Mel has had tough year and thanked MHSLA Board for their support. Mel emphasized the importance of MHSLA for educational and networking opportunities.

10. Librarian of the Year – The MHSLA Librarian of the Year Award was presented to Toni Janik.

11. Lifetime Achievement Award—The MHSLA Lifetime Achievement Award was presented to Sharon Williams.

12. Passing of the Gavel – Mel Bardnarski passed the gavel to Jennifer Bowen, 2016-17 MHSLA President. Jennifer presented Mel with flowers and a gift, thanking her for her service as MHSLA President for 2015-16.

Jennifer called for many hands to make light work for our great organization.

13. Adjournment – Jennifer Bowen made a motion to adjourn the meeting. Second by Andrea Kepsel. Meeting was adjourned at 11:29am.

Appendix A.

Archivist's Annual Report

October 2016

At the time of this report, there are over 800 documents in the ***MHSLA Documents Archives***. There are over 3900 photos in the ***MHSLA Picture Archives***; however, some pictures are duplicated and duplicates are removed as they are found.

Mark Chaffee has graciously agreed in the past to archive current MHSLA documents, allowing the current archivist, Ali Konieczny, to focus on the boxes of documents in need of digitization. Mark and Ali plan to meet during the 2016 MHSLA Annual Conference regarding the MHSLA Archives.

If individuals are interested in uploading pictures directly to the ***MHSLA Picture Archives***, it is possible to do a batch upload rather than uploading each picture individually. This makes the process for uploading pictures more facile, although each picture will still need to be individually edited to add information, especially the **Named person(s)** field. An instruction sheet for batch uploads has been created, and will be handed out at the Annual Business Meeting. It will also be appended to the ***Archives Instructions*** located on the Archives tab of the MHSLA webpage: <http://www.mhsla.org/archives.htm>. The *Batch Uploading Photos to MHSLA Picture Archives* document was uploaded to the wiki and handed out at the meeting.

Respectfully submitted,

Alison Konieczny

Treasurer's Annual Report

October 2016

Michigan Health Sciences Libraries Association
Profit and Loss

September 23, 2015 - October 3, 2016

	Total	Notes
Income		
2015 Conference income - Member	1,079.95	
2015 Conference income - Vendor	630.24	
2016 Conference Income - Member	11,636.10	
2016 Conference Income - Vendor	9,323.08	
Diane LeBar Scholarship	500.00	
Membership Dues	3,481.14	
	\$	
Total Income	26,650.51	
	\$	
Gross Profit	26,650.51	
Expenses		
2010 Conference - Expense	21.76	
2015 Conference - Expense	11,131.16	
2016 Conference Expense	644.11	
Bank Charges	21.00	
Dues & Subscriptions	939.10	Survey Monkey, Wild Apricot, etc
Education - Professional	1,125.00	
Insurance	200.00	Bonding Fee
Meals and Entertainment	208.89	Board Lunches
Office Expenses	18.97	Stamps
Rent or Lease	350.00	MCLS room rental
Shipping, Freight & Delivery	18.80	
Taxes & Licenses	40.00	Non-profit Filing Fee (2015, 2016)
Uncategorized Expense	174.73	Flowers, MI Ovarian CA Alliance donation
	\$	
Total Expenses	14,893.52	

Net Operating Income	11,756.99	
Other Income		
Miscellaneous Income	100.53	MI Ovarian CA Alliance donation
Total Other Income	100.53	
Other Expenses		
2015 Conference Expense - Refund	-865.49	
Total Other Expenses	865.49	
Net Other Income	966.02	
Net Income	12,723.01	
Fixed Term CD	\$ 15,382.59	
Checkbook Register	\$ 47,219.35	as of 10/3/16
Projected v Actual Budget (Operational)	\$ 835.45	income over expenses - profit

Respectfully Submitted by Jill Turner, MHSLA
Treasurer



**MICHIGAN HEALTH SCIENCES LIBRARIES ASSOCIATION
PROPOSED BUDGET
2015-16**

SUBMITTED BY:

Jill Turner - Treasurer

Please list any projected expenses and income for the 2015-16 fiscal year.

ITEM / ACTIVITY	Projected Expenses	Projected Income	ACTUAL EXPENSES	ACTUAL INCOME			TOTAL INCOME
			MHSLA FUNDS	INCOME	INSTITUTIONAL DONATION*	VENDOR DONATIONS	
Board lunch (6)							
November (2015)	\$ 130.00		\$ -				
January (2016)	\$ 130.00		\$ 47.90				
March	\$ 130.00		\$ -				
May	\$ 130.00		\$ 56.24				
July	\$ 130.00		\$ 52.59				
September	\$ 130.00		\$ 52.16				
Total	\$ 780.00		\$ 208.89				
Membership		\$ 3,225.00		\$ 3,261.41			

Education (MLA webinars)							
MLA Spring Webcast (2 sites @ \$225 ea)	\$ 450.00		\$ -				
MLA Fall Webcast (2 sites @ \$225 ea)	\$ 450.00		\$ 675.00				
Total	\$ 900.00		\$ 675.00				
Office Supplies							
Treasurer: binder, stamps, etc	\$ 100.00		\$ 39.80				
President's plaque	\$ 50.00		\$ 18.97				
Sympathy Flowers	\$ -		\$ 74.20				
Dues & Subscriptions							
QuickBooks	\$ 150.00		\$ 139.86				
SurveyMonkey	\$ 200.00		\$ 228.00				
Website Hosting	\$ 130.00		\$ 126.75				
Insurance Bonding	\$ 200.00		\$ 200.00				
Non-profit filing fee	\$ 20.00		\$ 20.00				
Wild Apricot	\$ 432.00		\$ 432.00				
Domain Name Renewal	\$ -		\$ 12.49				
Rent: MCLS room							
November (2015)	\$ 50.00		\$ -				
January (2016)	\$ 50.00		\$ 50.00				
March	\$ 50.00		\$ 50.00				
May	\$ 50.00		\$ 50.00				

July	\$ 50.00		\$ 50.00				
September	\$ 50.00		\$ 50.00				
Total	\$ 300.00		\$ 250.00				
Resource Sharing: Shipping costs	\$ 210.00		\$ -				
Archives							
Supplies	\$ 561.00		\$ -				
TOTALS:	\$ 4,033.00	\$ 3,225.00	\$ 2,425.96	\$3,261.41	\$0.00	\$0.00	\$3,261.41

Projected Income over Expenses: \$ (808.00)

Actual Income over Expenses \$ 835.45

Appendix C.

Bylaws Annual Report

October 2016

COMMITTEE: Mary A. Hanson, Chair

Leslie M. Behm

D. Lea Ann McGaugh

During the last year several questions were raised concerning the duties and activities of the Nominating Committee. None of those questions prompted proposals for possible revisions to the bylaws.

A question was raised by the Election Committee concerning their duties, but it will be discussed next year.

There were no other concerns raised that required the attention of the committee.

Respectfully submitted,

Mary A. Hanson, M.S.L., A.H.I.P.

Appendix D.

2016 Local Arrangements Annual Report

October 2016

Submitted by: Toni Janik - Chair

Our first planning meeting for the MHSLA 2016 Conference took place in the fall 2012 after the 2012 conference evaluations had been reviewed. The reports on our 2012 conference site were so positive – many even said “Let’s plan to have the next MDMLG hosted conference back at the Baronette Renaissance Hotel in Novi. Jill Turner and I worked with the hotel to sign the contract securing the closest rates possible to the 2012 rates for the sleep rooms, meeting rooms, free wifi in the sleep rooms and meeting spaces. Agreeing to the menus in 2015 we were able to hold the food prices to 2015 prices. Quite a savings!

In 2014 we developed our sub-committees. Our subcommittee chairs were:

Gayle Williams -Audiovisuals

Exhibits and Vendors – Sandy McCarthy

Hospitality – Janet Zimmerman

Publicity – Bethany Figg

Registration – Ellen O’Donnell

Accommodations – Toni Janik

Special Events – Toni Janik

Accommodations Report MHSLA 2016 - Submitted by Toni Janik

The conference hotel room rate was negotiated as part of the initial contract discussions to be \$139.00 per night with free wifi access in the sleep rooms. This was a modest increase over the 2012 conference room rates.

We also negotiated for the wifi in the meeting rooms to be free and the meeting room rental rates were reduced for MHSLA to \$700 per day for all their meeting spaces. This was a significant decrease from their posted rates. To ensure this rate we needed to spend a minimum of \$8000 on food and beverage over the three days.

We booked a space in the hotel close to the registration area for the storage of registration materials, signs, audiovisual equipment, etc. This was something we learned in 2012 – including this space in the contract saved us money compared to booking it after the contract was signed.

Lessons learned:

Booking early with the hotel saved us in terms of room costs as compared to booking costs the following year and we were able to get our first choice of dates.

Check the event order sheets carefully in the weeks prior to the conference. Particularly in meal number and AV supplies – what we initially ordered did not always make it on to the event order sheet the first time. Careful checking ensured we had what we needed and ordered and only paid for what we required.

Special Events: Submitted by Toni Janik

The Welcome Reception was held in the hotel proper into a meeting space we had included in our contract. The benefits to this choice were: (1) no additional cost to rent this space, (2) the food and beverage totals would be part of the \$8000 minimum we needed to spend to ensure our low room rental rate, (3) more room for our band, (4) more mingling and networking room for our attendees and (5) lower cost for the meal. We choose to go with a buffet style meal rather than hearty appetizers as it allowed us to offer more choice for lower cost per person. Based on attendee feedback in 2012 this decision was well received.

The Special Event was planned with the idea in mind that we would ensure we did not need to budget for transportation to the event. This helped keep our budget in line. The Toasted Oak restaurant – attached to the hotel provided us with a great venue, a customized menu for our event and a wine pairing for each of the dinner courses with a non-alcoholic choice for those interested. They were a delight to work with. The private event coordinator and I put together a four option menu for our attendees to choose their entrée on the evening of the event. Attention was paid to ensure a wide variety of choice including a vegetarian option.

Publicity Committee Final Report MHSLA 2012 - Submitted by Bethany Figg

By the time I came on as Publicity Chair in 2015, both the 2016 conference theme and logo had already been chosen.

The MHSLA Board approved sending Save the Date announcements electronically rather than via regular mail in order to save on the cost of postage and printing. Save the Date announcements were sent to the following listservs or newsletters in April 2016: U of M Student listserv, Wayne State student listserv, Midwest Chapter MLA, SLA, SOHLIN, CHLA, Ontario Health Libraries Association, MDMLG, MHSLA, Ohio Health Sciences Library Association, GMRLIST (Greater Midwest Region), MEDLIB-L, MICHLIB-L (MLA), SLIS Alumni, WSULS Librarians, MLA News. Save the Dates announcements were copied and pasted into the messages to the listservs. Announcements included links to the conference website. Formal conference invitations were sent to the above listservs during the summer of 2016. Regular reminder invitations were emailed to the listservs. A final invitation was sent to the MHSLA and MDMLG listservs on October 5, 2016.

Valerie Reid was the liaison between the conference planning committee and the MHSLA Webmaster, Andrea Kepsel. Andrea did the actual updating of the web pages on the MSHLA web site. Valerie

designed the layout and navigation of the web pages, along with the initial architecture of the sub-site. The conference web site was launched in February 2016.

<http://www.mhsla.org/home/2016/index.htm>

AV COMMITTEE REPORT 2016 MHSLA CONFERENCE – Gayle Williams

The Program Committee sent and received back AV Equipment Request Forms from conference presenters. These, in turn, were sent to Gayle Williams, Conference AV Chair. The forms were reviewed and a spreadsheet was developed outlining equipment needed according to meeting room and day of the week. It was determined that much of the equipment would have to be provided by the hotel. Several libraries were contacted and asked about the availability of projectors and laptops. These libraries and their institutions no longer have ready access to projectors that can be moved from place to place. Most projectors are now fixed in ceilings or, in many cases, computers are directly connected to TV monitors. A price list for equipment was provided by the hotel event manager and the cost of the equipment added to the spreadsheet. An email was sent to the hotel event manager outlining the equipment needed for each room on each day. The Program Committee sent emails to registrants of CE courses that required participants to supply their own laptops letting them know of this requirement. Jill Turner and Jennifer Bowen (U of D) provided easels and a laptop. Henry Ford Hospital also provided a laptop. John DuLong and Joe Escribano from Henry Ford were on hand to help with computer and AV support during the conference.

REGISTRATION COMMITTEE REPORT 2016 MHSLA CONFERENCE – Ellen O'Donnell

As of Oct 5, 2016

Registration income: **\$14,440**

We have a total of 52 registrants –

40 Full, 4 two day, 8 one day

In addition we have 10 Speaker/Instructors (not registered) and 29 individual vendor representatives attending.

Class totals:

Translational Bioinformatics 18

Lean Process Improvement 18

Engaging the 21st Century Learner 24

Planning, Conducting & Publishing Research 15

Finding Information for Health Policy 12

Site Proposal for MHSLA 2016

Dates: Wednesday, October 16 – Friday, October 19, 2012

Hotel: The Baronette Renaissance, 27790 Novi Road, Novi, Michigan 48377

Guest Room Rate: \$139 per night

Meeting room space rental not attached to number of room nights but rather is dependent on the Food and Beverage total of at least \$8000.

Room Block for Standard Rooms

	Tues Oct 11	Wed Oct 12	Thurs Oct 13
Standard Rooms	10	30	30

Nights booked on Monday and Friday also count towards our number of rooms.

These rooms are also available at the conference rate.

- Complimentary Guest Room Internet
- Exclusivity Event (Only Group in House)
- Meeting Room Rental reduced to \$300 per day (by 78%) with a Food and Beverage minimum of \$8,000 for the 3 days.
- **Meeting space:** One large ballroom on the main level that divides into 4 rooms, one meeting room that seats 40 classroom style with private washroom facilities on the first floor, a board room that seats 10, outdoor seating and gathering places, and sunny indoor pre-function spaces.
- Complimentary 24 hour Workout Facility Access
- Food and drink for the Opening Reception on Wednesday evening counts towards our minimum of \$8000
- Easy walk to Special Event Location
- We are welcome to use our own computers, projectors, technical equipment and support personnel to reduce costs. An AV company is in place if we need to rent their equipment, etc.
- within walking distance of Twelve Oaks Mall with 150 stores.

The Baronette has put our guest rooms on a first option hold until October 5, 2016.

We look forward to the board's approval of our proposed site for MHSLA 2016.

Submitted for your approval by:

Toni Janik, Local Arrangements 2016 Chair

Toni.Janik@wrh.on.ca

2016 Education Annual Report

October 2016

2016 Education Committee

Jill Turner – Chair
Melanie Bednarski
Jennifer Bowen
Annette Healy
Kristina Olsen
Carol Shannon

The 2016 Education Committee held three virtual meetings over the past year and completed the remainder of our business via email.

The MHLSA 2016 Annual Conference is a three day conference held at the Baronette Renaissance Hotel in Novi, Michigan from October 12-14, 2016. Wednesday was filled with CE opportunities during the day and concluded with an Opening Reception in the evening. Thursday included the opening keynote speaker, business meeting, a panel discussion, vendor event, and the evening concluded with the Special Event. Friday included more CE opportunities, a closing keynote speaker, and the poster sessions and lightning rounds. A more detailed schedule follows:

Wednesday, October 12:

Morning concurrent sessions:

- Translational Bioinformatics (4 CE's) presented by Diane Rein, Associate Librarian, Bioinformatics and Molecular Biology Information Resource Liaison, University at Buffalo.
- Lean Process Improvement Demystified (4 CE's) presented by Jessi Van Der Volgen, Assistant Director of the National Network of Libraries of Medicine Training Office at the Spencer S. Eccles Health Sciences Library at the University of Utah.

Afternoon concurrent sessions:

- Engaging the 21st Century Learner: Best Practices & Classroom Management Techniques (4 CE's) presented by Erin Wimmer, Teaching and Learning Librarian, Eccles Health Sciences Library, University of Utah.
- Planning, Conducting & Publishing Research (4 CE's) presented by Nancy Allee, Deputy Director, Taubman Health Sciences Library, University of Michigan.
- Opening Reception - Baronette Renaissance Hotel with Odd Enough Band

Thursday, October 13:

- Keynote: “Insured by Obamacare: Early Evidence of the Coverage Effects of the Affordable Care Act” presented by Thomas Buchmueller, Department of Health Management and Policy in the School of Public Health, University of Michigan. Professor Buchmueller is a health economist whose research focuses on the economics of health insurance and related public policy issues.
- MHSLA Business meeting
- GMR Update: Now located at the University of Iowa, the GMR update was presented by Elizabeth Kiscaden, Associate Director, GMR NN/LM.
- Panel Discussion: Ch-ch-ch-ch-Changes: Turn and Face the Strain. Two library directors and an assistant director discussed the radical changes that have occurred in their libraries. Elizabeth Lorbeer, Library Director of the Western Michigan University Homer Stryker School of Medicine spoke about her experience in getting WMU's new medical school up and running. Toni Janik, Library Coordinator Windsor Regional Hospital, has dealt with two hospital library mergers. Jean Song, Assistant Director for Research and Informatics at the Taubman Health Sciences Library spoke about the University of Michigan's experiences with going book-less a year out from the project.
- Vendor Time
- Special Event: Dinner at the Toasted Oak

Friday, October 14th:

- Closing Keynote Speaker: “A Conflict of Interests” presented by Sally Gore, research evaluation analyst for the University of Massachusetts Center for Clinical and Translational Science.

Concurrent sessions:

- Introduction to Visualization for Librarians (2 CE's) presented by Jean Song, Assistant Director for Academic and Clinical Engagement, Taubman Health Sciences Library, University of Michigan and Marci Brandenburg, Bionformationist, Taubman Health Sciences Library, University of Michigan.
- Health Policy Information Seeking: Sources and Strategies for Effective Searching (2 CE's) presented by Judy Smith, Informationist, Taubman Health Sciences Library, University of Michigan and Abe Wheeler, Health Sciences Librarian, College of Osteopathic Medicine, Michigan State University.
- Lightning Rounds & Poster Session: Sessions included 5 Lightning Round presentations and 9 posters. A big thank you to presenters.

Scholarships: The committee continued to use Google Forms for scholarship submissions as was begun last year by Andrea Kepsel. The committee received no negative feedback regarding the online/electronic submission process. On the back end of the process, Google Forms made the review process much faster and easier than a print process would have.

- Student Scholarships: The application period ran from March 31 – April 30, 2016. Announcements were placed on the student listservs for Wayne State University, University of Michigan, and Oakland County Community College as well as the MHSLA and MDMLG listservs.

The committee received one application and awarded the scholarship to Crystal Thomas, Wayne State University.

- Member Scholarships: The application period ran from June 1 – 30, 201. There were 14 applicants for the three scholarships. Each scholarship had more than one applicant. Names were randomly drawn from a hat by Detroit Mercy staff members.
 - Member Scholarship – Lynne Frederickson (Taubman - University of Michigan)
 - The Committee approached the board regarding the contents of this scholarship. It seems unfair that this scholarship requires more service (expected to write a brief summary of their conference experience for MHSLA and assist at the registration/hospitality desk, and serve on a committee for the year directly following receipt of the award or present at the conference to which you will be attending if given the award) but provides less reward (only conference registration is covered not lodging or meals)
 - First Time Attendee Scholarship – Sarah Benitez (Munson Medical Center)
 - Diane LeBar Memorial Scholarship: Courtney Mandarin (Beaumont Hospital - Dearborn)

Colleague Connection: Program continued again this year. There were 2 mentee requests but only 1 mentor volunteer. Chair had to recruit another mentor. Recommend continuing the program as long as there are mentee requests.

NN/LM GMR Professional Development Award: Due to the relocation of the GMR from UIC to Iowa, the timing for the award was not conducive to submitting an application. Additionally, the criteria for eligibility has undergone a massive change with a focus on “unaffiliated users”. The MHSLA conference does not appear to be eligible in light of these new criteria.

I would like to profusely thank the members of my committee. Without their assistance, creativity, and support, this conference would not have occurred.

Respectfully submitted,
Jill Turner, Chair

Appendix F.

2016 Membership Annual Report

October 2016

Renewal reminders were sent in April, June, July, and early August through the MHSLA listserv and to specific individuals via Wild Apricot's internal email system and final reminders from the Membership Committee chair's work email to ensure previous correspondence had not been relegated to junk mail.

We have approximately 16 new members this year including 5 new student members. This was a positive result of the new reciprocal membership protocol – if students join their regional chapter they receive reciprocal membership in MHSLA.

Total renewals are:

Personal Members: 76

Institutional Members: 38

Personal & Institutional Members: 9

Student Members: 6

Total Membership: 129

Procedural Update

Starting next April 1 Iris will send all institutional members invoices automatically. Hopefully this will help with some of the slow renewal issues institutional members face when working with their accounting/finance departments to release funds to pay for the membership.

Preliminary Survey Results

47 members filled out the survey before it closed October 3rd 2016. The Committee will be examining the results in more detail and using them to inform member engagement initiatives and will report in further detail in 2017. Some broad takeaways are:

1. Those that are involved in regional groups value locally-hosted CE's and overwhelmingly found the biggest benefit was networking with colleagues. These were the top reasons for attending the conference too.
2. Members that had not attended the annual conference often cited lack of institutional support, scheduling conflicts, or being new to their role as barriers to attendance.
3. Some improvement suggestions: a MHSLA blog, more opportunities for resources sharing beyond Stat!Ref, increased educational offerings outside of the annual conference, more networking and overall better communication with members.

Goals for Next Year

1. Update the procedures manual for the committee including revised timeline and instructions for using WildApricot
2. Review the 2016 Membership Survey in detail and make recommendations for further directions or engagement strategies.

Respectfully submitted

October 4 2016

Iris Kovar-Gough, Membership Chair

Appendix G.

2016 Nominations & Elections Annual Report

October 2016

In March and April of 2016 calls for nominations were sent out for the following offices:

- President-Elect (1 nominee solicited)
- Treasurer (1 nominee solicited)
- Nominating Committee (3 nominees solicited)

One person was nominated for each of the available slots, and these persons all accepted nomination. The following slate of nominees was distributed to the MHSLA membership by MHSLA Secretary Heidi Schroeder on July 20:

- President-Elect: Elizabeth Lorbeer (Western Michigan University)
- Treasurer: Kristina Olsen (Munson Medical Center)
- Nominating Committee:
 - Abe Wheeler (Michigan State University)
 - Michael Fitzpatrick (Spectrum Health)
 - Barbara LeTarte (Henry Ford Hospital)

The ballot was set up on SurveyMonkey by Heidi Schroeder, and voting took place from August 16 – September 20. Votes were tabulated by the designated Elections Committee (Heidi Schroeder, Alison Konieczny, Mark Chaffee) on Sept. 22, and all of the persons on the slate were determined to have won election (there were two write in votes, one each for the offices of President-Elect and Treasurer). Barbara LeTarte had the highest vote total among the candidates for Nominating Committee, so she will be the Chair of that committee for 2017.

To re-iterate, the final results of the 2016 MHSLA elections are as follows:

- President-Elect: Elizabeth Lorbeer (Western Michigan University)
- Treasurer: Kristina Olsen (Munson Medical Center)
- Nominating Committee:
 - Barbara LeTarte (Henry Ford Hospital), Committee Chair
 - Abe Wheeler (Michigan State University)
 - Michael Fitzpatrick (Spectrum Health)

Respectfully submitted,

Mark Chaffee, MHSLA 2016 Nominating Committee Chair

Appendix H.

2016 Communications Annual Report

October 2016

The following events of note occurred under the purview of the Communications Committee in 2016:

- In May of 2016 the MHSLA Listserv, formerly operated by the University of Illinois at Chicago was moved to the University of Iowa. This was in consequence of the move of GMR from the former location to the latter.
- Thanks to Andrea Kepsel the page on the MHSLA website documenting commands associated with the listserv was updated to reflect the new situation.
- Two issues of the MHSLA Newsletter have been published since the last Annual Meeting
- Membership on the listserv (including both members and non-members now stands at 195.

Respectfully submitted,

Mark Chaffee
MHSLA Communications Chair

Appendix I.

2016 Resource Sharing & Group Purchasing Annual Report

October 2016

Chair: Keith Engwall

Members: Jennifer Barlow, Toni Janik, Merle Rosenzweig

StatRef Subscription

The usage statistics for 2015 & 2016 are listed below. Usage of the StatRef collection remains healthy. The Resource Sharing Committee determined that usage was sufficient to retain all current titles. In order to grow the collection gradually, the committee discussed possible additions and proposed to the membership the addition of Evidence-Based Geriatric Nursing Protocols for Best Practice (2016). The proposal received positive responses from the membership.

Title	2015 (all year)	2016 (1st half)	Total
AHFS Drug Information® (2016)	15891	6889	22780
EKG Plain and Simple - 3rd Ed. (2012)	11382	6485	17867
Scientific American Surgery	13477	3376	16853
Davis's Drug Guide for Nurses® - 14th Ed. (2015)	11676	3507	15183
Dorland's Dictionary of Medical Acronyms & Abbreviations - 7th Ed. (2016)	10301	4658	14959
Taber's® Cyclopedic Medical Dictionary - 22nd Ed. (2013)	11324	3594	14918
AORN Guidelines for Perioperative Practice - 2016 Edition	6982	6825	13807
Essential Evidence Plus™ & AHFS DI® Essentials™	5101	7463	12564
Greenfield's Surgery: Scientific Principles and Practice - 5th Ed. (2011)	9998	2070	12068
Olds' Maternal-Newborn Nursing & Women's Health Across the Lifespan - 10th Ed. (2016)	4742	6593	11335

Nursing Diagnosis Reference Manual, Sparks & Taylor's - 9th Ed. (2014)	5737	4439	10176
Scientific American Medicine	7288	2537	9825
Handbook on Injectable Drugs™ - 18th Ed. (2015)	7080	2232	9312
Red Book®: 2015 Report of the Committee on Infectious Diseases - 30th Ed. (2015)	6482	2397	8879
CPT® Data Files, OPTUM™ (2016)	5873	1961	7834
Neurology Video Textbook (2013)	6338	1135	7473
Lippincott Manual of Nursing Practice - 10th Ed. (2014)	4911	2275	7186
Stedman's Medical Dictionary - 28th Ed. (2006)	4241	2497	6738
Lippincott Nursing Procedures - 7th Ed. (2016)	4445	2010	6455
Fundamental & Advanced Nursing Skills - 3rd Ed. (2010)	4389	1423	5812
ICD-9-CM - VOLUMES 1, 2 & 3 (2015)	4688	872	5560
Guide to Laboratory and Diagnostic Tests - 3rd Ed. (2014)	4516	920	5436
ICU Book, Marino's The - 4th Ed. (2014)	994	3956	4950
AAFP Conditions A-Z (2016)	3744	1146	4890
DrugPoints® System	3345	1218	4563
Wound Management: Principles and Practice - 3rd Ed. (2012)	3968	488	4456
Washington Manual® of Medical Therapeutics, The - 35th Ed. (2016)	3358	952	4310
Diseases and Disorders: A Nursing Therapeutics Manual - 5th Ed. (2015)	2779	1211	3990
DeLisa's Physical Medicine & Rehabilitation: Principles and Practice - 5th Ed. (2010)	2590	455	3045

Clinical Laboratory Hematology - 3rd Ed. (2015)	1793	735	2528
Handbook of Fluid, Electrolyte, and Acid-Base Imbalances - 3rd Ed. (2010)	1724	587	2311
AJCC Cancer Staging Handbook - 7th Ed. (2010)	1218	644	1862
Holland-Frei Cancer Medicine - 8th Ed. (2010)	1239	436	1675
Danforth's Obstetrics and Gynecology - 10th Ed. (2008)	1204	332	1536
Auscultation Skills: Breath & Heart Sounds - 5th Ed. (2014)	377	653	1030
ICD-10-CM: Clinical Modification (2016)	318	451	769
Perinatal Nursing - 4th Ed. (2014)	158	551	709
Maternal Newborn Nursing Care Plans - 3rd Ed. (2016)	118	584	702
ICD-10-PCS: Procedure Coding System (2016)	229	172	401

Participation in the subscription remained relatively flat, with one out-of-state institution (Mercy Medical Center in Dubuque, IA) dropping out of MHSLA and the subscription. The per-institution cost increased by 5%. The participation numbers are included below:

2015

Participating Institutions: 45

Per-institution cost: \$3289.72

2016

Participating Institutions: 44

Per-institution cost: \$3452.42

There was some disparity in institution contact information between MHSLA and MCLS. Going forward, the Resource Sharing Committee should send an updated contact list to MCLS after confirming the list with the membership in the spring/summer.

NLM Duplicates Program

In 2016, MHSLA has not receive NLM Duplicates as of the writing of this report. We have contacted a representative from NLM and as of the time of this report are awaiting a response.

Appendix J.

2016 Vendor Annual Report

October 2016

Committee Members: Sandy McCarthy (Chair), Ali Konieczny, and Sharon Williams

The Vendor Relations Committee began contacting vendors as early as November 2015 with a “Save the Date” email and again in February 2016 with an “Invitation to Attend” email. Follow up emails went out in May 2016 and throughout the summer. Vendor conference information was emailed to all registered vendors late August 2016. The Committee has been in contact with the vendors throughout the year.

Vendors expressed a very positive experience at the 2015 MHSLA Conference, and Ovid/Wolters Kluwer committed to sponsoring the 2016 “Thursday Lunch & Learn” by the close of the 2015 conference in Flint.

Vendor registration for the MHSLA 2016 Conference at The Baronette Renaissance Hotel in Novi, MI increased from the previous year. Eighteen (18) vendors registered for the conference exhibit and contributed a total of \$10,335 (\$6,850 PayPal and \$3,485 checks) in support of the 2016 MHSLA Conference, October 12-14, 2016. The PayPal fees amounted to \$185.20. Grand total minus PayPal fees is \$10,149.80 sponsorship.

An exhibit table for vendor day is \$275 for one representative, an extra \$50 for each additional representative, \$800 for a Breakfast and Learn (2 available), \$500 for an AM break sponsor (3 available), \$1000 for Lunch and Learn (3 available), \$500 for a PM break sponsor (3 available), \$1,000 Welcome Event, and \$1000 for Special Event sponsor. Vendors were charged \$50 for attending the Special Event.

The following vendors will be represented at the conference: bepress.com, EBSCO Health, Elsevier, GMR (NN/LM), The JAMA Network, JoVE, LibLynx Gateway, McGraw-Hill Medical, MCLS, Michigan eLibrary, Ovid/Wolters Kluwer, ProQuest, Rittenhouse, Sage Publications Inc., STAT!Ref, TDNet (Open Athens Channel Partner), Thieme Medical Publishers, and Third Iron. A complete list of all vendors contacted for the 2016 conference is listed at the end of this report.

The Committee would like to thank the following vendors for sponsoring the conference: JoVE (Wednesday Lunch & Learn), McGraw-Hill Medical (Thursday “Breakfast & Learn”), OVID/Wolters Kluwer (Thursday Lunch & Learn), Sage Publications (Thursday break sponsor), EBSCO Health (Friday “Lunch & Learn”), and ProQuest (Friday Breakfast & Learn).

The 2016 Vendor Relations Committee includes Sharon Williams (Hurley Medical Center), Ali Konieczny (Ferris State University), and Sandy McCarthy (Washtenaw Community College). Sandy has announced that 2016 was her last year serving as a member and chair of the Vendor Relations Committee. She thanks MHSLA for providing her with an opportunity to work with the association. Sharon has also announced that she will not be returning to the Committee next year.

Respectfully Submitted,

Sandy McCarthy, Chair

List of Vendors Contacted for the 2016 MHSLA Conference	
AAAS	Micromedex/Truven Health Analytics
American Psychiatric Association	NEJM
Alexander Street Press	NN/LM GMR
Basch Publishing	Nursing Knowledge
Bepress.com	OCLC
Doody's	OpenAthens: http://www.GoComax.com
Dove Medical Press	OVID/Wolters Kluwer Health
EBSCO	Primal Pictures
Elsevier	ProQuest (ebrary/EBL platform)
EOS International	Rittenhouse
F.A. Davis	Sage Publication
Gale/Cengage	Soutron Global
The JAMA Network	Springer
JoVE	STAT!Ref
KwikBoost – Mobile Device Charging Station	Thieme Publishers
Lexicomp (now owned by Wolters Kluwer)	TDNet OpenAthens Channel Partner
LibLynx Gateway	Thomson/Reuters: Global Epidemiology Information
Logical Images	Unbound Medicine
Matthews Book Company	Wallaceburg Book Binding
McGraw-Hill (Access Science)	Wiley
MCLS	Wolper Information Services
Michigan eLibrary	

2016 MDMLG Annual Report

September 30, 2016

Goals and Objectives

- To represent the Metropolitan Detroit Medical Library Group on the Executive Board of the Michigan Health Sciences Libraries Association.
- To serve as an MHSLA board member and participate in the decision making process of MHSLA.
- To provide a communication link between MHSLA and MDMLG members.
- To assist Education chair of MHSLA and other area groups in staying abreast of MDMLG CE offerings and programs to avoid date and topic conflicts.

Accomplishments

- Remotely attended most MHSLA Board meetings.
- Provided reports of MDMLG activities and future plans at each MHSLA board meeting.
- Provided reports on MHSLA activities to the MDMLG Board and membership at the Board meetings and general membership meetings and solicited input on conference planning, reciprocal student memberships and student outreach.
- Concerns, suggestions and input were relayed to each respective organization.
- Continued communication was provided concerning plans for upcoming MHSLA conferences in Troy and the Ann Arbor area.
- Provided information to respective organizations concerning upcoming CE or professional development opportunities.

Respectfully submitted,

Ellen O'Donnell , MDMLG Co-Representative to the MHSLA Board

September 30, 2016

Appendix L.

2016 MMHSL Annual Report

October 2016

The 2016 MMHSL Officers are:

Andrea Kepsel (President)

Susan Kendall (Treasurer)

Iris Kovar-Gough (Secretary/MMHSL Representative to the MHSLA Board)

Andrea Kepsel (Webmaster)

MMHSL has 18 members and was delighted that several former ERSHLA members decided to join our regional chapter. We also had our first student member join. We met 5 times since our last annual report.

Our current treasury is \$1,011.00

We hosted the MLA Webinar ""Getting Started with Statistics for Librarians" September 7th. We had 21 participants many of whom were not health sciences librarians.

MMHSL will elect 2017 officers in November and will plan our annual holiday party for December or January at that time.

Respectfully Submitted,

Iris Kovar-Gough

MMHSL Representative to the MHSLA Board

Appendix M.

2016 WMSLA Annual Report

October 2016

Activities

The WMHSLA held four meetings during 2015-16:

- October 21 2015 – nine members attended this meeting, hosted by Iris Kovar-Gough at MSU’s medical school at the Secchia Center in Grand Rapids. A tour of the Secchia Center was followed by a meeting where officers for the 2015-16 year were chosen: Betsy Williams from GVSU, president-elect; Caralee Witteveen-Lane from Van Andel Institute and Mercy Health Grand Rapids, treasurer; Jennifer Barlow, Borgess Hospital, secretary.
- December 9 2015 – nine members and two guests attended this meeting, hosted by Caralee Witteveen-Lane at the Van Andel Institute. After a tour of the facility and lunch we celebrated Mary Hanson’s retirement and viewed the MLA Precision Medicine webinar. WMHSLA received GMR funding for this webinar. Following the webinar the celebration of Mary’s retirement continued at Harmony Hall brew pub.
- April 25 2016 – 20 WMHSLA members and guests met at the Western Michigan University Homer Stryker Medical School in Kalamazoo. Liz Lorbeer provided a tour of the facility and simulation labs followed by lunch.
- July 26 2016 – an informal brown bag “conference share” held at the GVSU Center for Health Sciences building was attended by eight (five in person, three virtually). Attendees shared highlights from conferences they went to earlier this year. Blackboard Ultra was utilized to facilitate participation by those who are unable to attend physically.

Membership and treasury

There are currently 24 members of WMHSLA, up one over last year. As of October 3 the treasury balance is \$1,087.93.

Respectfully submitted,

Valeria Long, MLIS

2015-16 WMHSLA president