



DRAFT

**General Business Meeting Minutes
Michigan Health Sciences Libraries Association
October 19, 2006**

10:30 a.m. at the Kellogg Conference Center, East Lansing, Michigan

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; Eleanor Lopez, WMHSLA

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

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; Yvonne Boudreau, 2006 Education; Susan Kendall, Membership; Lea Ann McGaugh, Nominating

Non-Voting Members Absent: Jaime Blanck, Publications; Valeria Long, Technology; Alison Fountain, Research; Joan Emahiser, Audit; Sandra Martin, 2008 Local Arrangements; Barbara Platts, GMR Regional Council

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

Agenda Item	Summary of discussion	Action or Assignment
1. Call to Order Arlene Weismantel	Arlene Weismantel called the meeting to order at 10:30 a.m. at the Kellogg Conference Center, East Lansing, Michigan	

<p>2. Review of Standing Rules</p> <p>Mary Hanson</p>	<p>Mary Hanson reminded the membership to use paddles for voting. One paddle is used for personal members and the other is used for institutional members.</p>	
<p>3. President's Remarks</p> <p>Arlene Weismantel</p>	<p>Arlene Weismantel welcomed all those in attendance and thanked the Education and Local Arrangement Committees for their work on the 2006 Conference. The Agenda and the 2005-2006 Executive Board Decisions were handed out to the membership. The 2005-2006 Executive Board Decisions were posted on the MHSLA Website. Arlene reviewed some of the Board Decisions for the year.</p> <p>As a result of conference planning for the year, the Board made changes to the bylaws which will be mentioned later in the meeting. These changes came from the need to plan more than a year in advance for conferences. The President Elect was made Conference Coordinator of all conferences that are currently being planned, and the chairs of the Education and Local Arrangements Committees are ex-officio members of each other's committees.</p> <p>The Board approved the appointment of a Conference Coordinator and Local Arrangements Chairperson for the 2008 Joint MHSLA-Midwest Chapter conference.</p> <p>The Strategic Plan was approved.</p> <p>The Outreach and Advocacy Committee was made into a permanent standing committee.</p> <p>The MHSLA Website will be hosted on a new server, and hopefully MHSLA Conference registration will occur on the web in the future.</p> <p>The Treasurer's report shows that we have a balance of \$68,774.71. With this balance we were able to keep Conference fees low.</p> <p>The MHSLA Archives were given a permanent home at Ferris State University.</p>	
<p>4. Approval of minutes</p> <p>Judy Schroeder</p>	<p>Judy Schroeder asked that those who speak or make motions at the meeting please identify themselves for the minutes.</p>	

	<p>The Minutes of the September 22nd, 2005 General Business Meeting were posted on the MHSLA Website. Judy Schroeder asked for additions and corrections. Pat Martin suggested that on the second page, the first line of the President's remarks be changed from LOC to LAC.</p> <p>Judy Barnes moved that the minutes from the September 22nd, 2005 General Business Meeting be approved. Betty Marshall seconded the motion. Motion carried.</p>	<p>The minutes are approved and will be posted on the website.</p>
<p>5. Archivist's Report</p> <p>Maureen Watson</p>	<p>Maureen Watson stated that the MHSLA Archives are housed at Ferris State University, and that MHSLA has an agreement that the archives stay there for ten years.</p> <p>Maureen reminded everyone to look at her poster presentation of all those people who have served as treasurer from 1977 to the present at the conference.</p> <p>Maureen reminded everyone to send in their cards, letters, pictures and anything that should be archived for MHSLA.</p>	
<p>6. Treasurer's Report</p> <p>Marilyn Dow</p>	<p>The Treasurer was not present and submitted no report, however a Treasurer's report was submitted at the September 19th, 2006 Board Meeting and was posted on the MHSLA Website along with the September 19th, 2006 Board Meeting Minutes.</p>	
<p>7. Review of Committee Reports</p> <p>Audit</p> <p>Joan Emahiser</p>	<p>The auditor was not present and submitted no report. Arlene Weismantel stated that Joan reports that the books have been audited, the 2005 Conference has been audited, and everything is in good shape.</p>	
<p>Bylaws</p> <p>Mary Hanson</p>	<p>Mary Hanson stated that a letter was sent out to the membership stating the changes in the bylaws which will be voted on later in the meeting. The Bylaws Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.</p>	
<p>Conference Planning</p>	<p>Pat Martin stated that she worked with the President and the Education Committee on the conference planning for this year. The budget will be posted when completed after the</p>	

Pat Martin	conference. Expenses were kept down so that we can remain at the same point that we were in the budget last year. The Conference Planning Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.	
Local Arrangements 2006 Michael Simmons	Michael Simmons welcomed everyone to the Conference. It took two and one half years for the planning. Michael thanked all who served on the committee, and thanked the Education Committee. They strived to make the programming relevant.	
Education Yvonne Boudreau, 2006	Yvonne Boudreau stated that the Education Committee strived to make the programming timely and applicable. This year they added an extra four hour Continuing Education course and reinstated round table discussions. There were 14 presenters in all. Yvonne thanked the Education Committee for foresight in planning two years ahead of time in order to acquire two excellent speakers. She thanked the Board for extending funds to increase opportunities for scholarship winners. We have three scholarship winners this year, two student and one MHSLA members. Yvonne introduced the scholarship winners. This year they are able to take the Continuing Education courses as well. The Education Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.	
Membership Susan Kendall	Susan Kendall stated that membership has remained steady from year to year. We had 76 Institutional memberships this year which are the same as last year. We had 110 Personnel memberships which is ten more than we had last year. Membership fees remain very affordable at \$15 for Personnel members and \$45 for Institutional members. The Membership Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.	
Nominating Committee Lea Ann McGaugh	Lea Ann McGaugh stated that working as an Officer is a lot of work but very rewarding and urged those asked to serve. Lea Ann announced the winners of the election: President Elect – Janet Zimmerman Treasurer – Pat Vinson Nominating Committee – Robin Terebelo Leslie Behm	

	<p style="text-align: center;">Doris Blauet Linda Winslow</p> <p>The Nominating Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.</p>	
<p>Publications Committee</p> <p>Jaime Blanck</p>	<p>Arlene Weismantel stated 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. Jamie published three issues of the newsletter. She submitted a survey asking the membership if we should change to an electronic only newsletter. As a result of the survey the newsletter was changed to a one column format from two for viewing electronically. She worked with the Membership Committee to obtain a current list of active members. Arlene thanked Micheal Simmons for posting the current Membership Directory and Board Member list. The Publications Committee Annual Report for 2006 was posted on the website prior to the Conference under 2006 Conference Documents.</p>	
<p>Resource Sharing and Group Purchasing</p> <p>Jennifer Barlow</p>	<p>Jennifer Barlow stated that the Resource Sharing and Group Purchasing Committee is no longer handling negotiations with venders for resources. This has been taken over by MLC. MHSLA will continue to evaluate and choose databases which will best serve the MHSLA group. This year Stat!Ref was renewed by Sandy Swanson, the Springer collection was negotiated by Michael Simmons, and CINAHL Plus was negotiated by Diana Mitchell.</p> <p>The 2006 MISHULS Directory was updated and posted on the website.</p> <p>Jennifer stated that the NLM duplicates project had no activity this year. Betty Marshall says that books will be posted to the website, then contact the Resource Sharing Chair to request books.</p> <p>Jennifer proposed that the Docline MHSLA group be limited to only those libraries which offer free lending, then add the group on the routing table. Five libraries which do not offer completely free loans will drop out of the list.</p> <p>Jennifer Barlow moved that membership in MISHULS Docline group only include those libraries which offer</p>	

	<p>free loans. Betty Marshall seconded the motion.</p> <p>Discussion ensued on definitions of free service to not include special services such as color copying. Also, that placing the MISHULS group close to the bottom of the routing cells would put too much burden on larger libraries in the group, thus defeating the purpose of spreading out the small to large libraries through the cells. It was decided to recommend that the HISHULS group be placed higher up in the cells so as not to put a burden on those libraries. The motion was amended to read:</p> <p>Jennifer Barlow moved that membership in MISHULS Docline group include those libraries which offer free loans if they desire to be included, and with the recommendation that the group be placed in cell three or higher. Betty Marshall seconded the motion. Motion passed.</p> <p>The Resource Sharing and Group Purchasing Committee Annual Report for 2006 was posted on the website under 2006 Conference Documents.</p>	
<p>Technology and Research</p> <p>Michael Simmons</p>	<p>The members of the committees were not present and submitted no report. Michael Simmons stated that he was not on either of these two committees this year but he was last year. The members of these two committees had personal commitments which precluded them from being able to work on a joint research project. The project is still underway, but has been postponed. Teleconferencing between Traverse City and Lansing for Board Meetings has continued and connectivity has been good.</p>	
<p>8. Regional group reports</p> <p>ERHSLA</p> <p>Mary Fitzpatrick</p>	<p>Karen stated that the group has been working on the conference planning for the 2007 MHSLA Conference. The ERHSLA Annual Report for 2006 was posted on the website under 2006 Conference Documents.</p>	
<p>GMR</p> <p>Barbara Platts</p>	<p>Chris Allen read the GMR Annual Report which was posted on the website under 2006 Conference Documents.</p>	

MDMLG Marilyn Kostrzewski	Marilyn Kostrzewski stated that among the activities this year were putting a blog and a new calendar on the MDMLG website and they have an active membership forum. The annual benefits survey was just completed, and several of the Librarians have been working on the joint Conference for 2008. MDMLG has most of their information for the year posted on their website.	
MMHSL Michael Simmons	Michael Simmons named the members of MMHSL saying that they are made up of MSU and Sparrow Health System. The MMHSL Annual Report for 2006 was posted on the website under 2006 Conference Documents.	
NMHSLA Chris Allen	Chris Allen summarized the NMHSLA 2006 Annual Report which was posted on the website under 2006 Conference Documents.	
UPHSLC Linda Winslow	Linda Winslow was not present and submitted not report.	
WMHSLA Eleanor Lopez	Eleanor Lopez stated that the WMHSLA group met for instruction on blogs taught by Sandy Swanson. Bret Powers is the new President. They are sponsoring the upcoming web cast at Lacks Cancer Center. The WMHSLA 2006 Annual Report was posted on the website under 2006 Conference Documents.	
9. Presentation of the Librarian of the Year Award	Arlene Weismantel read the nominations statement that was submitted to nominate the candidate for the award. This year's recipient of the Librarian of the Year Award is Jennifer Barlow. Jennifer thanked her staff, boss, family and colleagues amidst applause.	
10. New business Bylaws revisions	Mary Hanson stated the proposed changes to the bylaws were sent out in a letter to the membership. It was also in the Bylaws Committee 2006 Annual Report which was posted on the website under 2006 Conference Documents. These changes were proposed because three different conferences were being planned at the same time, and it was not clear who they were to report to or communicate with. Also a second change to the bylaws is intended to add the Outreach and Advocacy Committee as a standing committee. The proposed changes include:	

<p>Invitation to MHSLA 2006</p>	<p>Article VII, section 1. D. 3. b. The President-Elect shall serve as Conference Coordinator for all conferences for which any planning activities have begun.</p> <p>Article VII, section 1. D. 6. a. Outreach and Advocacy Committee</p> <p>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.</p> <p>Article IX, section 4. C. 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.</p> <p>Discussion ensued which made it clear who is to report to whom. Arlene stated that it was not necessary for ex-officio members to attend meetings, but to communicate with the committee and report on progress.</p> <p>Mary Hanson moved that the President Elect be Conference Coordinator for all Conferences, and that the Local Arrangements Committee shall include the Education chair as an ex-officio member and the chair of the Local Arrangements Committee shall also serve as an ex-officio member of the Education Committee. The motion was seconded by Mary Jo Wyels. Motion pasted.</p> <p>Mary Hanson moved that the Outreach and Advocacy Committee be made a standing committee. The motion was seconded by Marilyn Kostrzewski. Motion pasted.</p> <p>Mary Fitzpatrick and MHSLA members presented a skit welcoming the membership to the 2007 MHSLA Conference. Conference dates are Sept. 26th -28th. The Board has approved one free registration to the next</p>	<p>These new bylaws will become part of MHSLA bylaws.</p>
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	Conference, so please sign up at this year's registration desk	
<p>11. Transfer of gavel</p> <p>Arlene Weismantel and Pat Martin</p>	<p>Arlene Weismantel introduced the new President Pat Martin. Pat presented Arlene with a plack and thanked her for her service as President. Pat expressed her appreciation of MHSLA and the Annual Conference. She introduced the new officers for the year:</p> <p>Auditor – Diane LeBar Bylaws – Mary Hanson Conference Planning – Mary Fitzpatrick Education – Melanie Bednarski Membership – Gale Oren Publications – Arlene Weismantel Resource Sharing & Group Purchasing – Melba Moss Research – Misa Mi Technology – Michael Simmons Secretary – Mary Frances Cox</p> <p>Pat said that our goals for next year will include implementing the strategic plan and bringing in new members.</p>	
<p>12. Inaugural Remarks</p> <p>Pat Martin</p>	<p>Pat Martin moved to adjourn the Board Meeting at 11:30 p.m.</p>	
<p>13. Adjournment</p> <p>Pat Martin</p>		