



EXECUTIVE BOARD MEETING  
September 10, 1984

**Affiliated Groups**

Flint Area Health  
Sciences Library Network

Metropolitan Detroit  
Medical Library Group

Mid-Michigan Health  
Sciences Libraries

Northern Michigan Health  
Sciences Libraries Group

South Central Michigan  
Health Sciences Libraries  
Association

Thumb Area Medical  
Information Consortium

Upper Peninsula Health  
Science Libraries  
Consortium

Valley Regional Health  
Science Librarians

Western Michigan Health  
Sciences Libraries  
Association

PRESENT;

- Kay Kelly, President
- Leslie Behm, President-Elect
- Lea Ann McGaugh, Secretary
- Doris Blauet, FAHSLN
- Hildegard M. Joseph, MDMLG
- Beth Heinlen, MMHSL
- Norma Powers, NMHSLG
- Pat Wolfgram, VRHSL

Kay Kelly called the meeting to order at 10:10 a.m.

I. Minutes - Executive Board Meeting 4/30/84

Kay asked for any additions or deletions or corrections to the minutes. It was noted that Susan Fayad's last name was spelled incorrectly in Item VII on page 2. It was also noted that the first line of the second paragraph of Item XI on page 4 should read, "Pat Wolfgram moved that MDMLG bid to cohost with TAMIC the 1986 conference". H. Joseph moved and D. Blauet seconded that the minutes be accepted as corrected. The motion passed.

II. Treasurer's Report

In M. Hanson's absence, H. Joseph presented the Treasurer's Report. She stated that there are currently 123 members. A copy of the Treasurer's Report is attached. Doris moved that we accept the Treasurer's Report. The motion was seconded and passed.

III. Status of South Central Michigan Health Sciences Library Association

Kay stated that SCMHSLSA's representative, Diane Schwartz, was on her way to Japan and unable to attend. However, Kay had talked with her about the status of SCMHSLSA. Kay stated as background

EXECUTIVE BOARD MEETING  
September 10, 1984

that SCMHSLSA no longer wished to continue as an organization and had approached MDMLG with a request to merge. MDMLG, while welcoming the members of SCMHSLSA as individual members, did not want an actual merger. Gail Williams, president of SCMHSLSA, then approached Kay with the problem. Kay suggested inactive status as a possible solution. SCMHSLSA has a small treasury of approximately \$60.00 which presents some minor problem.

After discussion, L. Behm moved that MHSLSA will hold the treasury of SCMHSLSA in MHSLSA's treasury for a period not to exceed 5 years with interest to be paid at a rate one percent below current bank interest rates and that if no request for the money has been received by the end of 1990 the monies shall become part of MHSLSA funds. H. Joseph seconded and the motion passed.

H. Joseph moved that SCMHSLSA be given the right to attain inactive status upon written request to MHSLSA by current officers of their association. MHSLSA will place SCMHSLSA bylaws in our archives until written request for reinstatement to active status has been received. D. Blauet seconded the motion. It passed.

IV. Membership - M. Hanson

M. Hanson was unable to attend today because of a prior committment, but she asked H. Joseph to present her suggestions about membership. M. Hanson recommends that a standing committee to be called the Membership Committee be created for better continuity of membership information. She feels that the committee is needed to keep a record of who is a member and what year they held/hold membership, to aid in sending membership dues notices, to prepare a membership brochure, to assist in preparing a membership directory, to assist in identifying member interests and channeling their interests to the proper places/persons, and to make out and send membership cards.

Mary had had considerable trouble in establishing who had paid for the current membership year if the dues had come in before she assumed office. L. McGaugh stated that she had had similar difficulties in her role as registrar for the annual conference.

Mary also wondered if the Bylaws need clarification of the membership year, when notices are to be sent, and when a member is in arrears. She feels that the Treasurer should be responsible for sending out membership notices and receiving dues, but that the official records of membership should be handled by a membership committee.

EXECUTIVE BOARD MEETING  
September 10, 1984

After discussion, the Board agreed that the membership committee seemed a good idea. To make it a standing committee would require a Bylaws change. The Board suggests that the President appoint an ad hoc committee to explore the ways in which a membership committee could benefit the organization.

K. Kelly suggested that we design a 3-part form to use as a membership form. One of the copies could be given to the member as a record of their membership and the period which it covered. The Board agreed that this was a good idea, but suggested the design of the form was something that the membership committee should consider.

V. MHSLA Directory - R. Russo

L. McGaugh presented R. Russo's comments on the directory. The directory is basically ready for press, but RoseMary is concerned because she is crossing off some people that she feels would ordinarily be members, but who do not show up on the current members list. Since it is so close to the new membership year, RoseMary wonders if it would be best to hold and try to get a more complete list next year. The feeling of the Board was that there will always be some problem getting a totally accurate list. The Board feels that we should go with the list as prepared. A more timely production of the Directory can be one of the aims of the membership committee.

RoseMary got estimates from her hospital and from the Michigan Hospital Association for printing the directory. Both were in the neighborhood of \$150.00 to \$160.00. She prefers to deal with her own hospital if the Board has no objections. The Board agreed.

RoseMary also asked what format the directory should take. The Board agreed that it should look like past directories and that the title should indicate that it covers the years 1983-84.

VI. Mailing List - L. McGaugh

Lea Ann had been instructed at the last meeting to check whether Michigan Hospital Association did bulk mailing for their members. They do not. She also checked to see which list, the large mailing list or the smaller member list, the newsletter was mailed to. The newsletter is currently mailed to the larger list which has over 400 names on it. The publications committee may want to consider limiting the newsletter mailing to members so that it is a benefit of membership.

EXECUTIVE BOARD MEETING  
September 10, 1984

VII. Nominating Committee Report

The Nominating Committee report is on its way. K. Kelly mentioned that the Committee had again had a problem filling the slate. She said that one possible solution to that problem might be to have only one nominee per position. That would require a bylaws change and is something that we might want to look at in the future.

VIII. Union List of Serials Committee Report

Pat Wolfgram reported that the Michigan Library Consortium has received the initial copies of the Statewide Union List of Serials. Free copies should be distributed to those who requested them through their Region of Cooperation sometime near the end of the month. The list has 10,000 pages in hardcopy and 37 fiche pages.

The Union List of Serials Committee and the Interlibrary Loan Committee have a joint meeting scheduled for September 20. They are working on a Letter of Agreement to mail to every health science librarian and on an interloan agreement. They are also working on a questionnaire to go out to health science librarians which will cover such things as what the scope of the list should be, who will distribute the list, and other related items.

Susan Fayad offered to bring a copy of the list to our annual educational conference, but Michigan Library Consortium is not will to pay the exhibitor's fee. The Board felt it would be unfair to our other exhibitors to give them free exhibit space. However, the Union List of Serials Committee may have exhibit space as part of our organization. The committee may choose to display the union list there.

The current plans are to order the health science list in December.

The MASH Committee has sent out two questionnaires suggesting the revival of MASH. Pat felt that with the health science list so near it was not a good time to reestablish the MASH list. Interested parties are urged to respond to the questionnaires.

IX. Interlibrary Loan Committee Report

See the discussion of the Union List of Serials report.

X. Education Committee Report

EXECUTIVE BOARD MEETING  
September 10, 1984

This report is to be sent to the FAHSLN group for inclusion in the annual conference materials.

XI. Publication Committee Report

This report has already been sent to the FAHSLN group.

XII. Legislative Committee Report

The Legislative Committee Report has been sent to FAHSLN.

XIII. Long Range Planning Committee Report

Kay is compiling the responses to her mailing requesting input on the desired priorities for MHSLA.

XIV. Conference Planning Committee Report

Conference planning is proceeding on schedule. No problems are evident at this point.

XV. Other

K. Kelly sent a report the Michigan Hospital Association about MHSLA, its goals and legislative activities.

There is a problem with our representation to MHA because their year is different from ours. It runs from July to July. Currently our president acts as our representative, but that means that our representative changes in the middle of MHA's year. It is very difficult to get MHA to change our representative's name on their records in the middle of their year. A solution is to let our president-elect be our representative beginning in July and continue through June when the new president-elect can take over. This year L. Behm is unable to go, so K. Kelly will continue to represent us for the time being.

Susan Haskin is retiring from the state library. There will be a retirement party for her on September 21. Leslie Behm will represent our organization.

Hildegard Joseph reported that she had extended our organization's best wishes to the Special Libraries Association at their meeting in Grose Pointe.

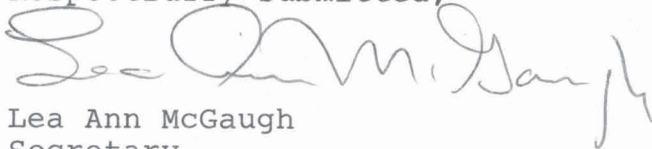
The Board will meet Wednesday, October 10, at Churchill's in Flint at 6:30 p.m.

Doris Blauet moved that we adjourn at 3:45 p.m. The motion

EXECUTIVE BOARD MEETING  
September 10, 1984

was seconded and passed.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lea Ann McGaugh". The signature is written in dark ink and is positioned above the typed name.

Lea Ann McGaugh  
Secretary