



EXECUTIVE BOARD MEETING

October 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
Mary Hanson, Treasurer
Doris Blauet, FAHSLN
Hildegard Josphe, MDMLG
Norma Powers, NMHSLG
Mildred Kingsbury, UPHSLC
Pat Wolfgram, VRHSL
Bonnie Swegles
Barbara Kormelink
Jackie Raphelson
Carole Colter

I. Minutes - Executive Board Meeting 9/10/84

D. Blauet moved that the minutes be accepted as presented. H. Joseph seconded. The motion passed.

II. Treasurer's Report

D. Blauet moved that the Treasurer's report be accepted as presented. L. Behm seconded. The motion carried. A copy is attached.

Kay Kelly asked if the Board felt that the committee reports should be read or just summarized at the annual business meeting. The feeling of the Board was that it was important to read them. It gives an opportunity for the membership to respond, and some may not have had time to read the reports before the meeting.

III. Education Committee Report

The Education Committee Report is in the packet to be distributed to registrants at the conference.

EXECUTIVE BOARD MEETING

October 10, 1984

Page 2

IV. Conference Committee Report

The Conference Committee Report is in the packet to be distributed to registrants.

V. Publication Committee Report

The Publications Committee Report is in the packet. Mildred Kingsbury, editor of the newsletter, commented that she recommends finding someone other than the Michigan Hospital Association to print the newsletter. She stated that MHA did not meet their deadlines, that they are difficult to deal with, and that they have a high staff turnover rate. She recommends finding a local printer.

VI. Union List of Serials Committee Report

Pat Wolfgram presented both the Union List of Serials Committee Report and the Interlibrary Loan Committee report. Lorraine Obrzut, Chair of the Interlibrary Loan Committee will present both reports at the annual business meeting.

Pat presented three documents for the Board's approval--the Interlibrary Loan Letter of Agreement, the Interlibrary Loan Policy Profile, and the Interlibrary Loan Agreement. Copies are attached.

H. Joseph moved that the Interlibrary Loan Letter of Agreement be accepted as the document by which libraries agree to interlibrary loan and that we agree that this is to be sent out under MHSLA letterhead and that the second line of the address be deleted. D. Blauet seconded. The motion carried.

There was some discussion as to whether signing the agreement meant that the signee agreed to purchase the Michigan Health Sciences Libraries Union List of Serials (MHSSULS). It was agreed that the phrase "have access to" did not mean purchase.

Pat presented the Interlibrary Loan Policy Profile. The plans are to synthesize these profiles for purchasers of the list. J. Raphelson commented that libraries had just completed a similar survey for GMRMLN. The group felt that libraries might fill out the survey differently for different groups and that MHSLA needed the information in any event.

M. Hanson moved to accept the Interlibrary Loan Policy Profile. L. Behm seconded. The motion passed.

M. Kingsbury moved that we add UPS to the options for transport listed on the Policy Profile. H. Joseph seconded. The motion carried.

EXECUTIVE BOARD MEETING

October 10, 1984

Page 3

P. Wolfgram presented the Interlibrary Loan Agreement. She stated it was the result of well-attended meeting on September 20th. Several other interloan agreements, including ALA's and GMRMLN's were reviewed at that meeting.

Some grammatical corrections were suggested. On page 1, item II, paragraph 1, remove the comma between "loan" and "any". On page 1, item IV, paragraph 3, line 1, correct "24 hour" to "24-hour".

M. Hanson suggested that a more direct wording would be to substitute "shall" for "have the responsibility of" at appropriate places in the agreement. For example, page 1, item IV, paragraph 1 would read "Lending libraries shall inform borrowing libraries..." instead of "Lending libraries shall have the responsibility of informing borrowing libraries...".

D. Blauet moved that we accept the Interlibrary Loan agreement corrected as suggested by M. Hanson. H. Joseph seconded. Five voted in favor, five against. K. Kelly, as president, cast the tie-breaking vote against.

The Board accepted the Interloan Agreement as presented.

P. Wolfgram presented the Union List Offline Products Statement of Permission. A copy is attached. H. Joseph moved to accept the Union List Offline Products Statement of Permission as presented. M. Hanson seconded. It passed unanimously.

P. Wolfgram stated that there had been a suggestion that there be a contest to name the new union list. There was no support for the suggestion.

If an order form is to go out with the Interlibrary Loan Agreement, the Board will have to agree on a fiscal agent. S. Fayad of Michigan Library Consortium requests that one person be designated as responsible. P. Wolfgram stated she would be willing to act as the agent with the help of her local group.

There was comment that because of the changing nature of the Board, it might be better to attempt to find someone outside the group to act as fiscal agent.

H. Joseph moved that the Committee be instructed to explore the possibility of Michigan Library Consortium acting as fiscal agent for the list and that the Committee report the results of this exploration to the Board at the November meeting. M. Hanson seconded. The motion passed.

K. Kelly, M. Kingsbury, and the Board as a whole thank P. Wolfgram and L. Obrzut for the tremendous effort they have put into these committees. P. Wolfgram offered thanks to her committee and to Lynn Sorenson-Sutton for their support and help.

VII. Interlibrary Loan Committee Report

See preceding report.

VIII. Legislative Committee Report

The report is in the packet prepared for conference registrants.

IX. Long Range Planning Committee Report

The report will be presented at the annual business meeting on October 11.

X. State Council Report

The report is attached. J. Raphelson also reported the the Management Office of GMRMLN is currently doing a cost survey of interlibrary loans and that the forms for reporting October interloan statistics have been sent out. She urges everyone to complete the survey and forms. She also requests that she be notified of any changes in the local groups representatives to the State Council because she uses these representatives to help her disseminate information from GMRMLN.

J. Raphelson stated that she will be attending a meeting October 25 in Cedar Rapids, Iowa, in her role as State Council Representative. She anticipates her expenses to be between \$350.00 and \$400.00. She thinks her expenses for the year will probably be under \$500.00. The Board voted in the past to support the State Council Representative's official activities and reconfirmed that action. Jackie stated that the National Library of Medicine has cut Region III's budget again so that there may be even fewer meetings in the future.

B. Kormelink announced that there will be a State Council meeting at 7:30 a.m. on October 12. The bylaws for the State Council have been approved by GMRMLN and need only the approval of MHSLA to be official.

XI. Committee Appointments 1984/85

L. Behm has begun selecting committee members for the new year. Her suggestions are as follows.

EDUCATION

B. Swegles, chair
M. Homan, chair alt.
J. Claytor
C. Gilbert

C. Anderson
D. Schwartz

LEGISLATION

F. Van Toll, chair
M. Issacson
R. Russo
E. Joliffe

EXECUTIVE BOARD MEETING
October 10, 1984
Page 5

UNION LIST

P. Wolfgram, chair
L. Sorensen-Sutton
D. Keddle
S. Martin
N. Power
B. Kormelink

PUBLICATIONS

R. Taylor, chair
P. Bristor. chair alt
T. Heinlen
M. Kingsbury

INTERLIBRARY LOAN

L. Obrzut, chair
P. Wolfgram
D. Blauet
A. Heilbronn
D. Crist
J. Mardikian

L. Behm asked for and received a general statement of approval from the Board for these choices. She will begin contacting them.

XII. Archivist

No report given.

D. Blauet moved that the meeting be adjourned. The motion carried.

Respectfully submitted,



Lea Ann McGaugh
Secretary