



EXECUTIVE BOARD MEETING
November 20, 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:

- Leslie Behm, President
- Mary Hanson, President-Elect
- Deborah Adams, Secretary
- Norma Powers, Treasurer
- Alice Ketchum, TAMIC
- Bonnie Swegles, Education Chair
- Beth Heinlen, NMHS
- Doris Blauet, FAHSLN
- Lorraine Obrzut, ILL Chair
- Patricia Wolfgram, Union List Chair
- Barbara Kormelink, Guest
- Addie Heilbronn, Guest

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

T. Heinlen was corrected to B. Heinlen on page 5. A motion was presented to accept the minutes as corrected. The motion passed.

II. Treasurer's Report

M. Hanson reported a balance of approximately \$10,000 in the treasury. A detailed report will be sent to D. Adams to be distributed for discussion at the next Board meeting.

III. Conference 1984

L. Behm read some of the comments taken from the post-conference survey. A complete report, including expenses, will be presented to the Board at the next meeting. A list of recommended educational programs will be forwarded to the Education Committee.

IV. Conference 1985

H. Joseph presented a report to the MC/MLA Board from the MHSLSA Conference Planning Committee. The MC/MLA Board accepted the report but did not act upon it. The theme of the 1985 conference will be "Optimism and Opportunities" and will focus on marketing library services.

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The Conference Committee will attempt to meet at the same time as the MHSLA Board. Its members consist of the President-Elect, the Education Chair, the Local Arrangements Chair, and all the area representatives.

V. Committee Reports

L. Behm presented a committee roster for the Education, Union List, Inter-library Loan, and Publications Committees. She will be finalizing all committee memberships soon. B. Kormelink reminded the President that she must also appoint the chair to the State Council Committee.

L. Obrzut presented a copy of the corrected interlibrary loan agreement. The ILL Committee will be mailing the agreement with the order form for the MHSLA Union List. Any library which purchases the list must sign the agreement.

M. Hanson reported there was some concern about the requirements for referring ILLs. L. Obrzut explained that the agreement was not intended to supersede existing procedures or agreements, but should be used as guidelines to standardize procedures as much as possible. An enforcement policy for the agreement has not yet been addressed.

P. Wolfgram reported that the responses from the union list survey indicate there will be 99% participation in the list. If any other libraries wish to be included in the list, they should be profiled by December 15 and their holdings input by February 5, 1985. Survey results and a sample of the MLC order form were distributed to the Board. The Union List Committee has chosen MLC to act as the agent. The union list will be sent to MLC and MLC will bill MHSLA. The paper copy will be reproduced in Lansing. The microfiche copies will be produced by OCLC. MLC should receive the MHSLA union list by the end of February. The Committee requested that the list be issued twice a year but this can be waived. The options chosen to be printed were based on the results of the survey.

Based on the cost of the list, including reproduction and mailing, the Committee recommended a price range of \$30 to \$100 for one issue, depending on whether the purchasing library is a participant, a non-participant, or out-of-state.

P. Wolfgram also reported that the holdings of three Michigan health science libraries are in OCLC through processing centers. Their holdings cannot be printed without the holdings of all the other public libraries in their processing centers. These three libraries would need to be profiled individually and their holdings input separately for a cost of not more than \$900.

P. Wolfgram moved that the Board send in the MLC order for the Michigan Statewide Health Science Union List of Serials as recommended by the Union List Committee and requested that the Board commit funds to profile

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those three health science libraries involved in processing centers if funding cannot be found elsewhere. In discussing the motion, it was suggested that the Regions of Cooperation be approached for the funds to profile their three libraries as described above. The motion passed as presented.

The Union List Committee will send a letter to all ROCs, bringing them up-to-date on the MHS LA union list. MLC has refused to act as fiscal agent for the list. Since the agent must be a full OCLC member, Ingham Medical Center or Saginaw Health Sciences Library could be approached to act as fiscal agent. The Committee will determine the final pricing in February within the \$30-100 range as presented. A sample page from a union list directory was distributed to the Board. A similar directory will be printed for the MHS LA union list.

VI. Ad Hoc Committee Reports

The Board approved the establishment of an Ad Hoc Membership Committee. The duties will include the development of a new membership form, the printing of a directory of members on a regular basis, and the maintenance of current mailing lists. This Committee will work closely with the Treasurer.

The Board also approved an Ad Hoc Bylaws Committee. The duties will include establishing a standing Bylaws Committee and developing a mechanism to handle inactive status or affiliate groups. This Committee will include the Parliamentarian.

VII. New Business

The appointment of a State Council chair will be discussed at the next Board meeting.

An ad hoc committee on electronic mail will also be discussed at the next meeting.

D. Adams presented the minutes from the 1984 Annual Business Meeting. These will be discussed at the next meeting.

The next Conference Committee meeting will be February 20 in Grand Rapids. The next Board meeting will be held at MLC on March 7 at 1:30 pm.

A motion to adjourn the meeting at 3:40 pm was presented and passed.

Respectfully submitted,

Deborah L. Adams

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Secretary