



Michigan Health Sciences Libraries Association

MHSLA EXECUTIVE BOARD MEETING Library, State of Michigan Lansing, Michigan July 21, 1989

Affiliated Groups

- Flint Area Health Sciences Library Network
- Metropolitan Detroit Medical Library Group
- Mid-Michigan Health Sciences Libraries
- Northern Michigan Health Sciences Libraries Group
- Thumb Area Medical Information Consortium
- Upper Peninsula Health Science Libraries Consortium
- Valley Regional Health Science Librarians
- Western Michigan Health Sciences Libraries Association

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Lea Ann McGaugh, President
 Lynn Sorensen Sutton, Past President
 Sandra I. Martin, Secretary
 Jane Claytor, Treasurer
 Bill Nelton, Archivist
 Ria Lukes, FAHSLN
 Mary Ann Wallace, MMHSL
 Kay Kelly, NMHSLG
 Melba Moss, TAMIC
 Mildred Kingsbury, UPHSLC, Local Arrangements Committee 1989, Nominating
 Stephanie John, VRHSL
 Nancy Nicholson, VRHSL
 Sandra Swanson, WMHSLA
 Leslie Behm, Audit Committee, Collection Development Committee
 Marilyn Schleg, Bylaws Committee
 Doris Blauet, CD-ROM, MDMLG
 David Keddle, Document Delivery Committee
 Betty Marshall, Document Delivery Committee
 Judy Barnes, Technology
 Marge Kars, Ad Hoc Long Range Planning Committee

1.0 Call to Order.

Lea Ann McGaugh, President, called the meeting to order at 9:40 a.m.

2.0 Subject: Presidential Remarks.

Discussion: Lea Ann distributed copies of the proposed Annual Meeting agenda. She asked the Board to review the agenda for additions and corrections.

Lea Ann repeated the August 1 deadline for annual reports and asked Board members and committee chairs to submit revised charges and procedures

Lea Ann announced that she has invited Dina Nameth to attend the fall Executive Board meeting to report and receive direction for the state survey and research project.

3.0 Subject: Secretary's Report.

Discussion: Sandra Martin asked for corrections to the minutes of the May 9, 1989 meeting. Lynn Sutton moved and Marilyn Schleg seconded approval of the minutes as corrected. The motion carried.

4.0 Subject: Treasurer's Report.

Discussion: Lea Ann distributed copies of the Treasurer's Report on behalf of Jane Claytor. She reported that the workshop on Library basics was a big success bringing in more income than anticipated. Lynn Sutton moved and Sandra Swanson seconded acceptance of the Treasurer's report. The motion carried.

5.0 Subject: Archivist's Report.

Discussion: Bill Nelton asked for any photos of the membership or MHSLA activities which he could exhibit at the 1989 conference.

6.0 Subject: Committee Reports.

6.1 Subject: Ad Hoc Committee on CD-ROM.

Discussion: In the absence of Doris Blauet, Betty Marshall reported that the Committee has held one meeting.

6.2 Subject: Collection Development.

Discussion: Leslie Behm reported that the Committee would collect interloan statistics for the region and expects to develop a list of the top fifty journals borrowed out of state as well as those borrowed from charging Michigan libraries.

6.3 Subject: Long Range Planning.

Discussion: Lynn Sutton reporting for Marge Kars stated that the Committee tabled revision of the charge until the fall meeting. The Board reviewed and discussed the recommendations of the Committee. The following areas were reviewed in detail:

Research - in reference to the recommendation to establish a research committee and sponsor a course on research methodologies, Carole Gilbert stated that the Education Committee has scheduled a research component for the 1989 Conference. In addition Marilyn Schleg suggested that the course sponsorship may be unnecessary if it will be available during the MLA 1990 conference.

Lea Ann stated that Sheryl Stevens originally suggested coordinating research projects. She said that MDMLG was pursuing the development of a research project as well. Carole Gilbert stated that she, also, is pursuing research concerning the effect of online searching on length of stay at Providence. The project is similar to the MDMLG study.

When asked if the incoming president should appoint a research committee the Board felt that since the idea of the Association's involvement was worthwhile and since a formal research mechanism should be established, an ad hoc committee should be formed.

Action: C. Gilbert moved and B. Marshall seconded charging the President elect with appointing an Ad Hoc Committee to investigate the feasibility of an MHSLA sponsored research project and the Association's liaison with local organizations with similar interests. Further, if after investigation the concept proves viable, the Committee will develop a charge and objectives. The motion carried.

MLA Chapter Status - The recommendation of the Committee was that MHSLA not pursue chapter status. Several members of the Board were opposed to this recommendation because of the Association's status and leadership position. Lynn Sutton said that the recommendation was made because the Committee members were unable to discover any clear benefit of chapter status. Millie Kingsbury reminded the Board that the issue was discussed five years ago. After further discussion the Board accepted the Committee recommendation with the stipulation that because of the continued interest MHSLA should address the issue again at a later date

Dues and Institutional Membership - Lynn Sutton distributed copies of the proposed revision of the dues structure which included an option for a fixed scale and an option for a sliding scale based on the number of institutional journal subscriptions. The Board discussed the benefits of institutional membership and of a sliding scale. The consensus was that although a sliding scale reflected standard practice it was not an attractive option for the Association. The Board, further, recommended that if the change to authorize institutional membership is accepted at the annual meeting, dues should be set at \$15.00 for personal and \$40.00 for institutional membership.

Action: D. O'Keefe moved and N. Winslow seconded acceptance of the fixed scale option.

- 6.4 Subject: Audit Committee
Discussion: Leslie Behm reported that the record keeping format for the treasury was finalized. the books are formatted according to the recommended guidelines. In addition the application for bonding the treasurer has been completed. Leslie recommended that the incoming treasurer assume office in January. This change to the Bylaws allows the incumbent treasurer to close the books for the year.

Action: L. Behm will word the amendment to the Bylaws which changes the date on which the treasurer assumes office to January.

- 6.5 Subject: Document Delivery.

Discussion: Betty Marshall reported that the Committee has revised its goals and objectives. She announced that the new edition of MISHULS will be available August 30, 1989. Order forms will be distributed during the week of July 20, 1989.

Lea Ann asked about the status of the ILL statistical survey. After discussion the Board recommended that surveys be distributed in August, 1989.

Action: B. Marshall will mail copies of the ILL manual and a request for statistics by August 10, 1989.

6.6 Subject: Conference Planning Committee.

6.6.1 Local Arrangements.

Mildred Kingsbury distributed copies of the Committee Report. Millie reported that registration packets were mailed to members, vendors, speakers and others expressing interest in the Conference by June 25, 1989. She announced that based on contributions and donations from vendors the Committee planned to hold the "Grand Cocktail Party" on Thursday, September 14. She added that donations should cover the costs for the party and breaks and still leave a substantial cushion. Lea Ann commended Millie and her committee on a job well done.

6.6.2 Education Committee.

Carole Gilbert voiced the strong concerns of the Education Committee over the recommendations made during her absence from the May Board meeting, which eliminated contingency funds for speakers. She said that the Committee had allowed the projection based on previous experience which showed that it is difficult to project the variances of speaker costs. Diane O'Keefe explained that the Committee was attempting to reduce costs in response to the concern over both Conference registration, speaker costs and the Association's budget.

Carole has received inquires about the availability of tapes of conference sessions/workshops. The general consensus was that the program was not feasible because of the complexities of its administration. Lea Ann offered her thanks to Carole and the Education Committee for the work accomplished during the year.

Carole reported that the June workshop on basic library skills and reference was very well received. She said that there was an interesting mix of participants. Fifty percent of whom had never "turned on" a computer. Participants were very interested in advanced MEDLINE training. Carole said that this type of training may be a good mission for MHS LA.

6.7 Subject: Nominating Committee.

Discussion: Millie announced that she Theresa Scramm and Joanna Wagar would count the election ballots on the afternoon of August 30.

6.8 Subject: Bylaws Committee.

Discussion: Marilyn Schleg distributed copies of revisions to the bylaws, which included a provision for the addition of institutional membership and reviewed the changes. The Board discussed the procedures for the voting which would take place during the annual business meeting. The Board recommended the appointment of Barbara Kormelink as parliamentarian for the business meeting.

Action: L. Sutton moved and N. Winslow seconded Board acceptance of the revisions for institutional membership and term of office of the treasurer. The motion carried.

Action: The Committee will prepare an ammendment, which if accepted, will allow the vote on the dues change to occur during the annual meeting, and will eliminate the necessity of a mail ballot. The bylaws change should provide for either balloting at the annual meeting or by mail.

6.9 Subject: Publications.

Discussion: Nancy Winslow announced that the deadline for the last newsletter before the Conference would be August 8, 1989. The Board discussed production costs, again. In addition members suggested that the issue include an article by Marilyn with the rationale for the bylaws revisions.

Action: M. Schleg will submit an article for the August newsletter which covers the rationale for the bylaws changes, including an in depth discussion of the issue of institutional dues.

The issue will also contain an announcement of the special GMRMLN registration fees for ONLINE 89 in Chicago.

6.10 Subject: State Council.

Discussion: Nancy reviewed that activity which has occurred between GMRMLN and MHSLA. She reiterated that passage of the bylaw revision will remove the State Council section. She recommended that members serve in the capacity of both local area and state council representative. She also suggested that the State Council meet after the annual business meeting.

6.11 Subject: Technology.

Discussion: Judy Barnes reported that the Committee continues work on joint projects with the Publications Committee. In addition members have been busy responding to requests for software recommendations.

7.0 Subject: Local Area Group Reports.

7.1 Subject: FAHSLN.

Discussion: Ria Lukes reported that FAHSLN librarians were investigating possible sites for the 1990 fall conference. Conference attendance is expected to reach 50 participants. Carole Gilbert asked that FAHSLN notify the Education Committee as soon as members develop their program and CE requirements. The Board discussed programming for the conference and asked that Ria bring additional ideas to the next meeting.

Action: R. Lukes will bring suggestions for programming for the 1990 fall conference to the September Executive Board meeting.

7.2 Subject: MDMLG.

Discussion: Lynn Sutton reported that the program for the July MDMLG meeting was humor in the workplace. The subject proved very interesting and the meeting was well attended.

Lynn also reported on the very successful promotional activities at the MLA Boston conference. She said that the MHSLA grant was well spent.

7.3 Subject: MMHSL.

Discussion: Judy Barnes reported that the Lansing librarians were planning for the 1991 MHSLA Conference.

Action: On behalf of MMHSL J. Barnes extended an the invitation for MHSLA to hold the 1991 Conference in the Lansing area.

7.4 Subject: VRHSL.

Nancy Nicholson announced some job vacancies in the area. She also announced the death of Helen Howley, which occurred the first part of July, 1989.

7.5 Subject: WMHSLA.

Discussion: Sandra Swanson announced the previous meeting of WMHSLA

8.0 Subject: Old Business.

Discussion: Lea Ann asked local area representatives to discuss the impending dues increase in their areas.

The Board discussed the possibility of planning a MHSLA meeting to be held during MLA 1990. Members suggested displaying the "Gear up for Detroit" banner, used in the Boston promotion activities at the Mackinac Conference and recommended including a related article in the Newsletter.

Action: L. Sutton will make arrangements to display the Gear up for 1990 banner in Mackinaw. N. Winslow will contact D. Nameth for suggestions for the article.

The meeting was adjourned at 2:55 p.m.



Respectfully submitted

Sandra I. Martin,
Secretary