



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

MHSLA EXECUTIVE BOARD MEETING
ST. MARY'S HOSPITAL, GRAND RAPIDS
July 20, 1990

Table with columns P and A, listing names and roles such as Diane O'Keefe, President; Lea Ann McGaugh, Past President; Marge Kars, President Elect; Judy Barnes, Secretary Technology; Jane Claytor, Treasurer; Bill Nelton, Archivist; Ria Lukes, FAHSLN; Mary Anne Wallace, MMHSL; Norma Powers, NMHSLG; Melba Moss, TAMIC; Mildred Kingsbury, UPHSLC; Stephanie John, VRHSL; Sandra Swanson, WMHSLA; Doris Blauet, MDMLG; Leslie Behm, Audit Committee Collection Development; Marilyn Schleg, Bylaws Committee; Betty Marshall, Document Delivery; Richard Barnes, Publications; Lynn Sorenson Sutton, Long Range Planning; Yvonne Mathis, Research; Sandra Martin, Nominating; Nancy Nicholson, Education.

CALL TO ORDER:

The meeting was called to order by President, Diane O'Keefe at 10:35 am.

PRESIDENT'S REMARKS:

Diane O'Keefe reported that her only remarks were concerning the Medical Library Association meeting in Detroit. She expressed her thanks to the Association members who made the meeting a success.

SECRETARY'S REPORT:

Judy Barnes reported that the stationary that had been ordered for the Association had been received.

Judy Barnes moved and Ria Lukes seconded a motion to approved the minutes of the April 27 meeting as corrected. The motion was carried.

TREASURER'S REPORT:

On behalf of Jane Claytor, Leslie presented the Treasurer's report. She stated that the bond was updated to include the Presidents name at no charge. She also reported that there was a total of \$1,190 profit from the 1989 MHSLA Annual Conference.

Betty Marshall reported that there were still four unpaid institutional members. She reported that Doris Blauet called two and she also called two and all had indicated they would pay.

Ria Lukes reported that the stationary was included in the bill for the pre-conference announcements.

Nancy Nicholson moved and Betty Marshall seconded the motion to approve the Treasurer's report. The motion was carried.

ARCHIVIST'S REPORT:

Bill Nelton was not present, but Lynn Sorenson Sutton stated that an MHSLA related exhibit was displayed at the Medical Library Association Conference.

Diane O'Keefe thanked Lynn for putting up the exhibit. She reported that many photographs were taken at the MLA Conference and that the MHSLA related photos would be sent to Bill for the Archives.

AD-HOC COMMITTEE ON COLLECTION DEVELOPMENT:

Leslie Behm reported that the Committee would meet on Monday, July 23. She stated that the Committee would be gathering collection development policies from library directors around the state.

AD-HOC COMMITTEE ON LONG RANGE PLANNING:

Lynn Sorenson Sutton called for comments on the Long Range Plan.

Marge Kars suggested that the section concerning research needed attention. She stated that any research in the field should have statewide coordination. She stated that if a group wanted to do something that they could report it to the Committee.

Yvonne Mathis asked if the organization as a whole should be doing research. She said that perhaps the Association should select a topic and request input from the institutional members.

Judy Barnes said the plan could be mailed with the newsletter with instructions to bring comments to the meeting in October.

Lynn Sorenson Sutton agreed to amend the plan and forward it to Judy Barnes for inclusion in the next newsletter.

Lynn also inquired about the deadline for annual reports. Diane O'Keefe stated that annual reports from Committee chairs were due August 31 and should be sent to Ria Lukes.

AD-HOC COMMITTEE ON RESEARCH:

Yvonne Mathis stated that the Committee had not met but were compiling a bibliography on research which they hoped to have ready for the October meeting. Yvonne agreed to send the MLA bibliography on research to Carole Gilbert. Yvonne stated that several topics came out of the survey but the one most mentioned was the value of the library to the institution. She stated that there are still some questions to be answered - who will be involved in the research?; do we need outside assistance?; do we need a budget for materials such as the King report and printing costs?

AUDIT COMMITTEE:

Leslie Behm stated that the Committee looked at the books and found them to be in order. She encouraged individuals to submit costs incurred by institutions for budgeting costs in the future. She stated that these costs should include faxing of materials.

BYLAWS COMMITTEE:

Marilyn Schleg stated that the Committee had worked on changes for the statement of purpose. She submitted the suggested change for the Board to review.

Marilyn Schleg moved and Betty Marshall seconded a motion to approve the statement of purpose as amended. Marilyn will revise the statement and send a copy to Judy Barnes to be mailed with the next newsletter.

EDUCATION COMMITTEE:

Nancy Nicholson stated that the Committee had not met but that the MLA credits had been sent in and AV requests had been sent out to speakers. She also stated that she was having difficulty getting information about Howard Majors.

Leslie Behm stated that MSU had a computer room available for the September workshop for technicians. She stated that the room costs would be approximately \$150.00 and that the room would be available Monday, Tuesday or Wednesday, September 17-19.

Carole Gilbert stated that the class would be on the Basics of Searching Medline, lunch would be on their own. She stated that the workshop would include hands on.

Nancy Nicholson stated she could do a survey of possible participants. Carole Gilbert stated that she would like no more than twenty participants.

Nancy Nicholson moved and Yvonne Mathis seconded a motion to set a fee of \$40.00 for the workshop which would include the handouts and manual.

Nancy Nicholson said that she would get a list of MDMLG participants of Hildegard's workshop in the Spring.

LOCAL ARRANGEMENTS:

Marilyn Schleg reported that the Board meeting would be at the University Club at 6:00 pm October 1. Board members should make reservations at Walley's East. Flint people on the Board will pick up other members and take them to the meeting. Menu options will include a choice of two.

Marilyn will choose a fish and beef choice and a dessert.

Ria Lukes stated that members should phone reservations to (313) 743-8850. The MHSLA rate is \$35.00.

Ria stated that the pre-conference mailing went out to 1989 members of MHSLA, library schools, libraries in hospitals in the American Hospital Association Guide, but not to speakers. Nancy Nicholson will send a copy to the speakers.

Judy Barnes stated that the mailing of labels was due to a delay in receiving membership information. She stated that the change from strictly individual to institutional and individual memberships made compiling the data very difficult.

Ria stated that registration information and form would go to the printer and would be mailed out August 6. She stated that there would be a late charge after September 7 of \$10.00 and that no registrations could be accepted after September 26.

Ria also reported that a Convention Bureau brochure of all hotels would be included in the packet. She said that classes would be on a first come first serve basis with a cut off of 25 persons.

Lea Anne McGaugh stated that she would be handling registration for the conference.

Ria reported that more vendors had contributed including W. B. Saunders,, NCME and Readmore. A total of \$1100.00 had been received. She stated that 10 vendors had donated and most local arrangements fees and some speakers fees would be covered by the donations.

AD-HOC COMMITTEE ON CD-ROM:

Doris Blauet stated that the initial mailing which went out to MHSLA members only netted 25 participating libraries. A second mailing went out to all hospitals in Michigan and gained another 15 small hospitals. She said there would be another meeting next week and that the deadline for participation was September 1.

DOCUMENT DELIVERY COMMITTEE:

Betty Marshall stated that the Committee had met and that she and Doris Blauet were working on communicating with institutions that had not paid their institutional memberships for participating in Docline.

She stated that the Committee had discussed some problems that its members were having with MSU and that Martha Studaker would draft a letter to send to MSU concerning the problems.

Leslie Behm stated that there was a task force at MSU working on the problem and that their own faculty experienced a six to eight week delays in receiving documents.

Betty stated that the Committee would have one more meeting in early September to put the MISHULS list together. The copies of the MISHULS list

and microfiche will go directly to Betty.

NOMINATING COMMITTEE:

Sandra Martin stated that the letter including the slate and petition information went out late because of the delay in the membership list information.

Judy Barnes will send labels to Sandra for MHSLA institutional and individual members.

PUBLICATIONS COMMITTEE:

Judy Barnes reported that the Committee had mailed two newsletters and was in the process of gathering information for the third. She said she would wait for the Long Range Plan and Bylaws revision before mailing the next issue.

TECHNOLOGY COMMITTEE:

Judy Barnes stated that the Committee had been working on the statewide database of membership information but that it was incomplete because the Committee had only recently received copies of the membership applications. She stated that the process was going very slowly because of the change in membership types.

Judy also stated that there would be an article in the next newsletter on computer viruses.

LOCAL AREA REPRESENTATIVES:

Ria Lukes reported that FAHSLN was continuing to work on the 1990 Conference.

Doris Blauet reported that new officers were selected for MDMLG. She stated that Carol Attar was President and Valaire Reid was President-Elect.

On behalf of M-MHSL, Judy Barnes presented an invitation to the Executive Board to host the meeting in Lansing in 1991. She stated that several members of the group had formed a Site Selection Committee and had looked at 7 hotels. She stated that the Harley Hotel was the only one that would not charge for meeting rooms or audiovisuals provided that the Association could fill a total of 90 rooms over the three days.

Betty Marshall moved and Doris Blauet seconded a motion to hold the 1991 conference in Lansing at the Harley Hotel. The motion was carried.

Doris Blauet reported that Norma Powers was in the process of moving the library at Munson Medical Center to new quarters. She said that part of the reason for the move was the flood they had in September of 1989.

Sandra Swanson stated that WMHSLA had their last meeting in Battle Creek and that Glenda Evans and Jack Sewell provided a presentation on patient education libraries. She said that the next meeting would be in October but that the Association would sponsor a CE workshop September 11 with speaker James Bobick on Collection Development.

OLD BUSINESS:

Diane O'Keefe stated that the Board was scheduled to discuss Nancy Winslow's letter regarding an Ethics Committee.

DISCUSSION:

Ria Lukes stated that the group needs to police itself to be more professional.

Nancy Nicholson stated that policing would be difficult without a standard.

Lynn Sorenson Sutton said that one charge of the Document Delivery Committee two years ago was to handle the problem of policing information brokers.

Carole Gilbert said that MLA was going to set guidelines with its Ethics Committee and that perhaps MHS LA could use their guidelines.

Diane O'Keefe suggested an Ad-Hoc Committee to keep in touch with MLA's progress or to be in place if MLA tables it.

Ria Lukes suggested that the State could be pro-active in establishing an Ethics Committee.

Doris Blauet moved and Yvonne Mathis seconded the motion to create an Ad-Hoc Committee on Ethics. The motion was carried.

NEW BUSINESS:

Carole Gilbert requested copies of the Bylaws of MHS LA and MDMLG for review by the Professional Development Committee of the Hospital Library Section of MLA.

Carole said that a movement of the Hospital Library Section of MLA lead to the hospital library facility code in the AHA guide. Carole also stated that members should check the new publication of the AHA (Directory of People in Health Care) to see if their names are in it.


Carole also said that at the time of the MLA conference, 62% had responded to the AHA survey.

She said that she was invited to Washington to a planning meeting to let hospital administrators know about libraries. She said that thirty people from eighteen institutions would be invited to a meeting in November to get them to believe that hospital libraries are necessary. At that meeting she would present a paper on what libraries can do for you.

Carole also reported that AMA did vote that they need hospital libraries.

There being no further business to discuss, the meeting was adjourned at 1:40pm.

Respectfully submitted,


Judy Barnes, Secretary