



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. LAWRENCE HOSPITAL, LANSING
 September 14, 1990

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

CALL TO ORDER:

The meeting was called to order by President, Diane O'Keefe at 9:15 am.

PRESIDENT'S REMARKS:

Diane O'Keefe reported that her only remarks were that the Conference planning seems to be going smoothly. She expressed her thanks to the Association members who are working to make the meeting a success.

SECRETARY'S REPORT:

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

TREASURER'S REPORT:

Jane Claytor presented the Treasurer's report. She stated that North Detroit and Holy Cross Hospitals had not responded to the dues notices as yet.

Marge Kars moved and Sandra Swanson seconded the motion to approve the Treasurer's report. The motion was carried.

ARCHIVIST'S REPORT: No Report.

AD-HOC COMMITTEE ON CD-ROM:

Doris Blauet reported that 53 libraries were participating in the grant. She said that 27 of these were small libraries. Doris stated that the grant application would be mailed September 17 to NLM. According to Doris, several letters of support had been received and would accompany the grant request. These included support from Governor Blanchard and from GMRMLN.

Doris also reported that the Committee had selected EBSCO to be the vendor of the CD-ROM product and equipment because they could tailor the software to include MISHULS holdings. The cost per institution is \$7800.00 making the grant total \$418,000. She said that NLM would decide in March and fund in July and that the systems should be up by September, 1991.

AD-HOC COMMITTEE ON COLLECTION DEVELOPMENT:

Norma Powers reported that the Committee had established their goals and that 30 institutions were asked for copies of their collection development policies. She thanked those who responded to the request. Norma also stated that the 1988 ILL information that had been gathered was sent to Leslie and that she would have a student compile the data.

Norma stated that other goals of the Committee were an Online network, a core list and collection development policies.

AD-HOC COMMITTEE ON LONG RANGE PLANNING:

Lynn Sutton reported that a copy of the Long Range Plan was included in the mailing of the last MHSLA News. She said she had received no comments on the document and that the Committee was waiting to take it up at the meeting. Diane O'Keefe suggested that the vote on the Long Range Plan be held to right before the Bylaws at the Annual Meeting. Lynn will coordinate with Diane and Marilyn Schleg at the meeting.

AD-HOC COMMITTEE ON RESEARCH: No report.

AUDIT COMMITTEE: No report.

BYLAWS COMMITTEE:

Marilyn Schleg reported that the Committee had complied and sent copies of the proposed amendments and revisions to the membership. She suggested that a copy be included in the packets to be handed out at the Annual Meeting. She said she had no comments or suggestions for change. Marilyn said that she would coordinate with Diane and Lynn regarding the presentation of the Bylaws changes at the meeting.

CONFERENCE PLANNING COMMITTEE:

EDUCATION COMMITTEE:

Nancy Nicholson reported that the tech workshop was scheduled for Tuesday, September 18,, at MSU's Computer Center. She reported that 15 had registered and that there was one possible late registration. Nancy stated that the Committee had received \$600.00 toward the expenses of \$650.00, but that the Board had already decided to underwrite the expenses.

Lynn Sutton asked how the target group was established. Nancy said that Janet Zimmerman had a list of people who attended last year's workshop and people who had attended the workshop put on by MDMLG. Nancy stated that Carole Gilbert and Janet Zimmerman had worked on the list. Nancy also reported that a survey would be sent out to determine the future needs of the membership.

LOCAL ARRANGEMENTS COMMITTEE:

Ria Lukes reported that there were 59 registrations: 57 members and 2 non-members. Also attending the luncheon would be 5 non registrants including one vendor and the speakers.

Ria stated that vendors had contributed a total of \$1200.00 and that with all the expenses it looks like the conference will see a profit of about \$1000.00.

Ria reported that Doris Blauet would be working on a revision of the evaluation form for the conference.

Ria also reported that there was a small problem with the folders. She said that Readmore had donated the funds to print the folders but that the Committee later learned that the original cost did not include the silk screening. She said the Committee contacted Readmore who agreed to pay the additional cost of the silk screening. She said that after the folders had been printed the Committee learned that they were short about eight or nine folders because of the registration. Ria said that for this reason the Committee was arranging to get the same kind of folders but without the imprinting and that these would go to members of the Committee.

Ria reported that at the last FAHSLIN meeting the members pulled together the give-aways for the meeting and had so many that they would be giving each person attending the conference a plastic bag with the giveaways and brochures, and a folder with the conference information.

Ria said that the Board dinner would be at 6:00 PM at the University Club and dinner would be served at 6:30 PM. There would be a choice of whitefish or filet mignon. Cost for the dinner will be \$16.00 per person. Checks will be made to MHS LA and MHS LA will then pay the University Club upon receipt of the bill in November. Jane Claytor suggested that since she would have the checkbook at the meeting that a check could be written at that time for the cost of the dinner.

Ria also said that for those who wanted drinks, the Club would allow members to pay for drinks as they are served.

Ria said that several annual reports were still outstanding. Jane Claytor agreed to call Bill Nelton to remind him that his report for the Archives was due.

Other reports still outstanding included the Publications Committee Annual Report, Conference Planning Committee Annual Report, Secretary's annual report, agenda for the meeting, financial statement, minutes of the September 14, 1989 Annual Meeting, Executive Board Decision and a statement about the voting paddles. Ria stated that if these reports could be received before September 24, that there would be sufficient time to have them copied for inclusion in the folders.

DOCUMENT DELIVERY COMMITTEE:

Doris Blauet reported that order forms for the MISHULS list or fiche had been mailed out. She said that the original copy of the list had been sent for reproducing the paper copies. Doris said that the Committee would meet on September 25 to assemble and mail the lists. Judy Barnes said that the directory portion would be printed at Lansing General Hospital and that this year it would be printed in two colors so that it was easier to use.

Jane Claytor said that the Committee should try to get the print copy punched with larger holes so that it is easier to use. Norma Powers suggested that the ILL Guidelines be included in the directory. Jane also said that she had not received a notice of the September 25 meeting. Doris agreed to check on these things.

NOMINATING COMMITTEE:

Norma Powers reported that she had received 120 ballots. She said that this is the first time the Association had to deal with both personal and institutional membership and that there may be two ballots in one envelope. She said that she had stamped the envelope with "official ballot" but recommended that the next ballot also be stamped.

Judy Barnes reported that there was some confusion in the requests for membership labels. Norma said that she had received two lists; one labeled personal and one labeled institutional. Judy said that she would check the database to be sure there are no duplicates.

PUBLICATIONS COMMITTEE:

Judy Barnes reported that because there were so many revisions to the MISHULS list that affected the MHSLA Membership List that the list would be reprinted to include the corrections. She said that the list would be printed and mailed as soon as the corrections are made. She recommended that the Committee stick to the cut off date for printing the list next year. Marilyn Schleg referred to the Bylaws which stated that the cut off date for membership was March 1 and that the list should be mailed before May 15.

TECHNOLOGY COMMITTEE:

Judy Barnes reported that the Committee will meet on September 25 at Lansing General Hospital. She reported that a survey form had been drafted and would be reviewed at the meeting. She said that the instructions and the form would appear in the next issue of the MHSLA News.

LOCAL AREA REPRESENTATIVES REPORTS:

FAHSLIN - No report.

MDMLG - No report.

MMHSL - No report.

NMHSLG - Norma Powers said there was no report but that it was good to be in new quarters.

TAMIC - No report.

UPHSLC - Norma reported that there was no report, only a question from Millie Kingsbury. She asked if the educational conference profits were carried over to the next conference. The Board agreed that they did not.

VRHSL - No report.

WMHSLA - Yvonne Mathis reported that the workshop on collection development given by James Bobick went very well. She said that there were 21 participants.

OLD BUSINESS:

Jane Claytor said that Kim Goldman had asked if CE credit was given to those who attended the Docline workshops put on by the Document Delivery Committee about a year ago. Doris Blauet said that the program did not qualify because it was not long enough. Doris said that the program was very informal and did not last longer than two hours.

NEW BUSINESS:

Lynn Sutton said that in talking with Faith Van Toll, there was some discussion about providing the OCLC tape to Docline. She said that this would affect the Document Delivery Committee.

Diane O'Keefe reminded members of the Board that the originals of their annual reports are due to be sent to Ria Lukes and that copies should be sent to her (Diane).

Ria stated that there would be no Archives display since there was limited space at the meeting. Diane agreed to bring the photographs that she had taken of Association members at the MLA conference.

There being no further business to discuss, Norma Powers moved and Nancy Nicholson seconded the motion to adjourn. The motion was passed and the meeting was adjourned at 10:40 AM.

Respectfully submitted,

Judy Barnes,
Secretary

