



Michigan Health Sciences Libraries Association

MHSLA EXECUTIVE BOARD MEETING
NOVEMBER 12, 1991
MAYFLOWER BED AND BREAKFAST HOTEL
PLYMOUTH MI

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
P A
X Ria Lukes, President
X Marge Kars, Immediate Past President
X Carole Gilbert, President Elect
Conference Planning Committee
X Mary Griswold, Secretary
X Yvonne Mathis, Treasurer
Research Committee
X Bill Nelton, Archivist
X Diane O'Keefe, Local Arrangements Committee
X Judith Barnes, Outgoing Secretary
X Nancy Winslow, FAHSLN
Ethics Committee
X Jane Claytor, MMHSL
X Norma Powers, NMHSLG
X Bonnie Swegles, TAMIC
X Stephanie John, VRHSL
Ad-Hoc Committee on Automation Grants
Ad-Hoc Committee on MSU Community Libraries
X Mary Jo Wyels, WMHSLA
X Doris Blauet, MDMLG
Technology Committee
X Lea Ann McGaugh, Document Delivery Committee
X Brian Simmons, Audit Committee
X Sandra Swanson, Publications Committee
Nominating Committee
X Leslie Behm, Ad-Hoc Collection Development Education Committee Co-chair
X Mary Hanson, Bylaws Committee
Professional Development Task Force
X Dave Keddle, GRM Representative
X Lynn Sorensen Sutton, State Council Representative
X Judy Coppola, Education Committee Co-chair

The meeting was called to order by Ria Lukes at 9:30am.

PRESIDENT'S REMARKS:

Ria Lukes spoke of the challenges the organization and its members will be facing over the next year. Changes in the format and length of the annual educational conference will need to be addressed.

CONFERENCE PLANNING COMMITTEE:

LOCAL ARRANGEMENTS COMMITTEE:

Diane O'Keefe presented ideas for activities which included a mystery dinner, flexible workshops periods, and longer lunch breaks. Consideration for those who can attend only a day or day and a half were made.

EDUCATION COMMITTEE:

Leslie Behm discussed possible CE courses for the conference. The goal of offering various CE's around the state at other times of the year could take the stress off of selecting the CE classes for the conference. Several were discussed and either a basic management or AIDS subject class will be offered. Leslie proposed establishing an "education calendar" which would include educational opportunities available throughout the year.

Keynote speakers were discussed, including: Rya Ben Shir, Bernie Todd Smith, Eugenia Pyme, Blaise Cronin and Robert Cheshier. Lea Ann will check on the speaker for MC/MLA to avoid duplication.

SECRETARY'S REPORT:

Corrections were made to the minutes of 10/1/91 as follows:

- p.1 "invitation hold" changed to "invitation to hold"
- p.2 "FHALN" changed to "FAHSLN" and "Lonesome Doc" to "Loansome Doc"
"Sioux" changed to Soo or Sault / Nancy given a last name - Nicholson
- p.3 "57 were received" changed to "57 were returned"
- p.4 Carol (e added) Gilbert was elected President-elect, not president

Marge Kars moved to accept the minutes as corrected, and Jane Claytor seconded. The motion carried.

TREASURER'S REPORT:

Yvonne Mathis provided a printed report and corrections to some previous reports and stated that the balance is \$37,186.89. She also provided a report of conference expenses and revenue which showed that the conference brought a profit of \$7,771.04.

Mary Jo Wyels moved to accept the report and Doris Blauet seconded. Motion carried.

ARCHIVIST'S REPORT:

No report.

AD-HOC COMMITTEE ON AUTOMATION GRANTS REPORT:

No report. Ria reported Stephanie is holding off until MSU community librarians have completed their task.

AD-HOC COMMITTEE ON COLLECTION DEVELOPMENT REPORT:

Leslie Behm stated that the committee had not met, but that they were working on a manual. There was a discussion about making this a standing committee.

AD-HOC COMMITTEE ON ETHICS REPORT:

Nancy Winslow reported that Betty Marshall has replaced Sandra Martin on the committee and that they are looking at the MLA code of ethics draft.

AD-HOC COMMITTEE ON MEMBERSHIP REPORT:

Marge Kars has sent out the first membership renewal notice and plans on surveying members and non-members in January to determine needs. A membership brochure is being looked into.

AD-HOC COMMITTEE ON MSU COMMUNITY LIBRARIES REPORT:

On 11/20/91, Ria Lukes, Stephanie John, Leslie Behm and two osteopathic hospital librarians will meet with Carol Armstrong, Judy Coppola and Hiram Davis regarding the relationship between MSU and the approximately 32 affiliated hospital libraries.

AUDIT COMMITTEE REPORT:

No report. The audit will be done in January.

BYLAWS COMMITTEE REPORT:

The committee has not met.

EDUCATION COMMITTEE;

Leslie Behm discussed the reimbursement policy and asked for clarification on panel members. The group came to the consensus that the word "panelist" would be deleted from the policy statement.

Further discussion was carried on about the placement of the NLM update and board meeting for next year's conference schedule. By January, Leslie will prepare a calendar of CE's for 1992.

DOCUMENT DELIVERY COMMITTEE REPORT:

Norma Powers had to resign as chair of this committee and Lea Ann McGaugh was named to replace her. The committee has not met. Doris Blauet reported that 37 copies of MISHULS has been sold. The board decided that only one tape would be pulled (in August). Net lenders will be looked at again and Lea Ann McGaugh will submit an article to the newsletter about how and when to update cells and holdings.

NOMINATING COMMITTEE REPORT:

Sandra Swanson had nothing to report. There was a discussion about the problem of finding people willing to run for office. More than one name per position would be a goal to aim for. Sandra will also make sure that each ballot has an official stamp.

PUBLICATIONS COMMITTEE REPORT:

Sandra Swanson had no report. Judy Barnes, outgoing chair, reported that the next newsletter will be going out next week. She suggested that items for publication be submitted in ASCII format on diskettes. She will purchase mailing labels and submit the bill to the treasurer.

The publication guidelines will be printed in one of the next newsletters. Sandra Swanson will check with Bill Nelson to see if there is a policy on providing mailing labels to other organizations or individuals.

RESEARCH COMMITTEE REPORT:

Yvonne Mathis reported that the committee has sent out a mailing requesting MHSLA members support for the research project they will be conducting next January. She also presented an update of the survey tool which will be used. Maureen Watson, the optometry reading room librarian at Ferris State University has enlisted help from a colleague who will do the statistical analysis at no charge. A final report should be ready at next fall's conference.

TECHNOLOGY COMMITTEE REPORT:

Judy Barnes, past chair, reported that the Technology Directory is at the printer and should be mailed out within a week or so. Doris Blauet had nothing to report.

PROFESSIONAL SUPPORT TASK FORCE:

The task force will meet in January.

COMMITTEE REMINDER FROM PRESIDENT:

Timetables and objectives of each committee which were due today were issued an extension of December 15th.

LOCAL AREA REPORTS:

FAHSLN: Met last week and discussed the education meeting and MSU.
MDMLG: They are having a dinner meeting next week.
MMHSL: They will be meeting soon.
NMHSLG: No report.
TAMIC: No report.
UPHSLC: No report; may merge with NMHSLG.
VRHSL: No report.
WMHSLA: They will be offering a Gov Doc CD in April. Next meeting in Feb.

STATE COUNCIL REPRESENTATIVE, Lynn Sorensen Sutton was appointed for the period of Oct 91-Oct 93. The State Council has not met since Lynn was appointed.

GMR REPRESENTATIVE, David Keddle will be attending the 12/6/91 Chicago meeting.

NEW BUSINESS

Judy Barnes made the following motion:

All officers and committee members shall be recognized for their contributions at the annual educational conference. Such recognition could include a certificate handed to officers and chairs at the meeting and mailed to the committee members following the meeting. The outgoing president will write a letter of acknowledgement and thanks to the chairs and officers following the meeting.

Marge Kars seconded and the motion carried.

Jane Claytor suggested updating a list of board members' home phone numbers for use in the case of bad weather on a board meeting day.

Ria Lukes recommended that we look at the committees and their structures and look for support of the committees at local levels.

The next meeting will be held at Hurley Medical Center in Flint on January 21, 1992.

REVIEW OF ACTION STATEMENTS

Mary Griswold - list of names and home phone numbers.
Committee Chairs - goals and objectives for committees due 12/15/91.
Lea Ann McGaugh - newsletter article on updating holdings / cells (Jan 92).
Local Groups - review committee activity by members.
Sandra Swanson - check with Bill Nelton regarding mailing label policy.

Marge Kars moved that the meeting be adjourned. Diane O'Keefe seconded and the motion carried.

The meeting was adjourned at 2:30 pm.

Respectfully submitted,

Mary I. Griswold, Secretary