



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

MHSLA EXECUTIVE BOARD MEETING
Michigan Hospital Association
Lansing, Michigan
July 15, 1988

- F___A
X___ Lynn Sorensen Sutton, President
X___ Lea Ann McGaugh, President-Elect
X___ Stephanie C. John, Past-President
___X Sandra I. Martin, Secretary
X___ Carol Aebli, Treasurer
X___ Bill Nelton, Archivist
X___ Marilyn Schleg, FAHSLN
___X Diane O'Keefe, MDMLG, Publications
___X Mary Anne Wallace, MMHSL
___X Kay Kelly, NMHSLG
___X Helba Moss, TAMIC
___A Mildred Kingsbury, UPHSLC
X___ Sandra Swanson, WMHSLA
X___ Leslie Behm, Bylaws Committee
X___ David Keddle, Document Delivery Committee
___X Caryl Scheuer, Document Delivery
X___ Carole Gilbert, Education Committee
X___ Betty Crawford, Local Arrangements
X___ Doris Blauet, Nominating Committee
X___ Judy Barnes, Technology Committee
X___ Nancy Winslow, State Council
X___ Lorraine Obrzut, Legislation
X___ Patricia Bristol, Collection Development

Lynn Sutton, President, called the meeting to order at 11:05 a.m.

1. Subject: Presidential remarks

Discussion: Lynn noted that the September 16 meeting will be at McLaren Hospital in Flint. She commented that Sandy Swanson will be replacing Marge Kars as the WMHSLA rep.

Lynn said that she has received most of the position descriptions. She asked the Board to bring all the committee manuals to the September meeting. She is compiling an overall policy & procedure manual.

Lynn reminded Lea Ann to start thinking about committee

appointments. Annual reports are also due in September. They need to be included in the registration packets. Lynn asked Board members to send copies of their annual reports to Nancy Nicholson at SHSL for duplication so they will be available for the packets.

Action: All Officers and Committee chairs will complete their Annual Reports by September 1 and mail one copy to Lynn and one copy to Nancy Nicholson.

2. Subject: Secretary's Report

Discussion: Lynn asked for additions and corrections to the minutes of the May 6 meeting.

Action: The minutes were approved as corrected.

3. Subject: Treasurer's Report

Discussion: Carol distributed copies of her report as well as a projected budget for 1987-88. She noted tht only two committees had submitted a budget. Lynn noted that our dues income is approximately \$1,400.00 and our projected spending is \$2,600.00. She felt this shows the value of budgeting and indicates a need for income. Judy Barnes commented that the MISHULS project usually brings in money. There was a discussion of the Publication costs. The amount spent on the Newsletter itself is more than our dues income. Dave Keddle brought up the possibility of making more money on MISHULS now that we're going to one issue a year. He predicts a complete recovery of DOCLINE costs. Lynn felt that we should be watching for trends in spending -- we may need to consider a dues increase.

Action: Treasurer's report was accepted.

Action: Dave Keddle will send budgetary projections for the Document Delivery Committee to Carol.

4. Subject: Archivist's Report

Discussion: Bill stated that he will be reviewing the HIRA documents with the state archivist. He asked if there was any objection to placing them in the state archives instead of ours. Lynn felt that they should stay with us as they were given to MHSLA not the state. Lea Ann felt they would be more accessible at a state level. Carole Gilbert felt that MHSLA should look into putting our archives into the state's archival system.

Action: Lynn will contact Candy Winfield for a reaction about storing HIRA's archives with the state.

5. Subject: Committee Reports

5.1 Subject: Ad Hoc Committee on Collection Development

Discussion: Pat commented that NLM will no longer provide a statewide list of journals borrowed through DOCLINE. The committee is sending out their own survey which will be included with David's mailing. The committee will meet once the survey has been returned. Pat said the committee will publish a list of what is only owned out of state and will ask the membership to buy these titles. She further stated that there is no grant money available to buy these titles. Therefore, if the title is picked up by a charging library, the borrower will be liable for any charges. Judy Barnes questioned the availability of grant funding. Pat felt it unlikely as this is an ongoing expense. Dave felt it might be possible as GMRMLN is involved in an ongoing funding project for collection development. Lynn asked about the format of the survey. Judy said that it will ask for information regarding out-of-state borrowing as well as borrowing from charging institutions.

Action: Dave will talk to Irwin Pizer and Ruby May about funding for journal subscriptions.

Action: The Collection Development survey will be mailed on Monday, July 18 along with the ILL survey.

5.2 Bylaws

Discussion: Leslie distributed copies of the proposed changes to the bylaws. She pointed out that the proposed changes had been highlighted in the distributed copies. A discussion of "removal from office" followed. Leslie wondered if perhaps due process should be written in. The word "mandatory" should be changed to "excused". Nancy Winslow suggested that the next committee work on including these procedures. Leslie asked the Board to notice that the Legislation Committee had been removed as a standing committee. Lynn asked Lorraine to comment. Lorraine stated that she felt that there was not enough activity for the committee to warrant it being a standing committee. Lynn stated that these issues are covered so well at other levels that it may not be necessary to have a separate committee.

Stephanie felt that the Document Delivery description was too generic. Leslie recommended that the next committee look at this.

Action: Dave will send a copy of the Illinois State Library bylaws to Leslie.

overall arrangement and quality. The Board wishes to continue working on a single membership database. They also want to change the wording on the institutional listing.

5.8 Subject: State Council

Discussion: Nancy Winslow stated that much of her work was being done by other groups. Dave reported on the Regional meeting he attended on June 28. He reported that there was much discussion over the cost and production of the GMRMLN union list. He said it was discussed whether or not GMRMLN should remove the contract from the hands of U of Louisville. There was also discussion about a Collection Development prospectus. He said they also discussed opening DOCLINE up to non-SERHOLD members. The next meeting is Nov.11.

The Board suggested that the State Council meet at the annual meeting to talk about what we want from GMRMLN and NLM.

Action: Nancy will contact the State Council reps to bring their suggestions about GMRMLN and NLM to the annual meeting.

5.9 Subject: Technology

Discussion: Judy said that the committee had reviewed five fax machines but had not yet come to any conclusions. Judy is working on the membership database with Bonnie Swegles. Judy said that apparently no one is interested in working on a demo disk library. She is putting one together with Mollie Lynch. Judy said that both Stephanie John and Dave Kedde had invited CD ROM vendors to set up equipment in their libraries. Judy has had problems getting the committee together to evaluate the products. The Technology Directory Update is in the works. It is due the end of August.

6. Subject: Local Group Representatives

6.1 Subject: FAHSLN

Discussion: Marilyn reported that they had met in June. The group met with Dave Palmer to discuss cooperation between the hospitals and colleges. Marilyn also said that a new rep. would be coming in September.

Action: All representatives who will be leaving the Board will notify Sandra Martin before September.

7. Subject: Old Business

Discussion: Dave said the committee had met Monday to review the DOCLINE tape from the Western RML. They decided it was not worth using, and they will go to live workshops instead. They plan workshops in Detroit, Muskegon, Lansing, and Flint. They will take place between Oct. 15 and Nov. 15. The committee will meet in Muskegon on Aug. 12 to discuss plans.

The rough draft of the ILL guidelines are complete. A discussion followed on changes to be made. An ILL manual written by Barb Kormelink and Betty Marshall will be available at the end of July. David said that after discussion with Kim Goldman, we now can update DOCLINE at any time. Dave has requested updates from the membership for the MISHULE directory. Stephanie asked if any guidelines had been established for ILL statistics. She was referred to the article Dina Nameth wrote for the MHSLA Newsletter.

5.5 Subject: Legislation

Discussion: Lorraine reported that a database is available through MLC which tracks state legislation. The Hannah Information System also has a state directory available online. Lynn recommended that Lorraine write an article for the Newsletter about this system.

Action: The Legislation Committee will prepare a story about the H.I.S. for the Newsletter.

5.6 Subject: Nominating

Discussion: Doris Blauet submitted the slate of business. On August 10 she will mail the ballots. Lynn noted that Janis van Tiflin was not a member. Lynn stated that we need to establish an Election Committee to count the ballots. This is a change in the By-laws from previous years. The committee is to be made up of the Nominating Committee chair and at least two other MHSLA members. Lynn instructed Doris to include this in her procedures manual. Leslie felt it should be in the Newsletter that any member may witness the count.

Action: Lynn appointed Doris Blauet, Lea Ann McGaugh, Marilyn Schleg and Nancy Winslow to the Election Committee.

5.7 Subject: Newsletter

Discussion: Lynn reported for Diane. The latest issue will be out soon. The new Directory is out and much of it is incorrect. There was much discussion about the overall arrangement and quality. The Board wishes to

Library bylaws to Leslie.

Action: The Board and Committee members will provide feedback to Leslie for any further changes in the Bylaws by July 27.

Action: Lea Ann moved that the Board accept the changes made to the Bylaws. Nancy seconded. Motion passed.

5.3 Subject: Conference Planning

Discussion: Lea Ann said that they met this a.m. Everything seems to be going very well.

5.3.1 Subject: Education

Carole said that they had received a document from keynote speaker, Wanda Rocha, on 71 trends that may affect health science libraries in the future. She would like to include this in the registration packets. The Board was in favor of inclusion.

Carole said that they were in the process of getting MLA credit for the two 3 1/2 hour classes. Carole asked Sandy how the class went on the Western side of the state. Sandy said that they had 13 attendees so they should break even.

5.3.2 Subject: Local Arrangements

Discussion: Betty asked for suggestions for topics for the banquet speaker. She said that several drug reps. are contributing paper and pens. She has spoken with Mildred Kingsbury and sent her materials so that she can get started on next year's meeting.

Menus are still to be selected. Rooms will be assigned after registration. Late fee for registration after Sept. 12 will be \$20.00. Stephanie will handle photography. Lynn remarked that only the incoming and outgoing President's speeches need to be taped. Bill will handle that. The prebanquet cocktail hour will be paid for by a vendor. No special event is planned. Binding Unlimited donated \$200.00 for the packet holders. The total cost is \$306.

Action: Area groups will send their mailing lists to Barb Kormelink immediately, if they have not yet done so.

Discussion: Carole recommended sending registration information to Toledo.

Discussion: Lynn reported that the Kellogg Foundation had elected not to fund the telefax grant. Lynn distributed a copy of the notifying letter. It was discussed whether or not we should send the grant request to another foundation, such as Mott. It was decided to reactivate the committee to survey the participants to see if they're still interested. Judy Barnes recommended sending a thank you letter to the Kellogg Foundation.

Discussion: Lynn distributed a letter from Dina Nameth regarding the LOM Task Force on Interdependency and Funding.

Action: Send comments to Dina and suggestions to Dina.

Discussion: Lynn reported that MLA has appointed an adhoc committee to investigate staffing and budget cuts in health science libraries. Mickey Cook is chairing. Lea Ann reported that "The Value of the Health Information Professional", a special report, is available from SLA.

8. Subject: New Business

Discussion: Lynn announced that MHSLA had received its official invitation for the 1990 conference from Flint.

Action: Carole Gilbert moved that we accept Flint's invitation to hold the one day MHSLA conference in Flint in 1990. Leslie Behm seconded. Motion passed.

Discussion: Lynn announced that Rittenhouse is willing to offer a 12% discount to MHSLA members. Carol Aebli will send her membership list to Sandra to forward to Rittenhouse.

Discussion: Lynn introduced a proposal from Sharon Phillips. Chair of the MLA LAC, 1990. Lynn distributed a copy of the letter and proposal requesting funds from MHSLA to support promotional activities. The Board supports the concept, but Marilyn and Lea Ann felt that the reps. should discuss it with their individual groups.

Action: Stephanie John moved that as the Board supports the concept of funding the conference publicity, local reps. should consult with their groups before making a final decision.

Discussion: Lynn asked if the Board had any ideas about the funds from HIRA. It will be discussed in September. Lynn recommends using the money for something significant.

Discussion: Stephanie reported that she had attended a

meeting with Michigan State librarians to discuss reimbursement for students and faculty. She has written an article for the Newsletter and highlighted some of the topics they covered.

Discussion: Carol Aebli distributed a recommended format for the new Directory Information sheet. She would like comments by the next meeting.

Discussion: Dave recommended that the 1990 meeting be set up to interest support staff as well as librarians.

The meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Lorraine Obrzut