

Summary of Board Activities
January 24, 1995
East Lansing, MI
Reported by Sandy Swanson

Scott McRee of the Michigan Health & Hospital Association (MHA) met with the Board to discuss the new directions being taken by MHA in an attempt to better meet the needs of its membership. MHA hopes to enter a more collaborative relationship with its affiliate members, of which MHSLA is one. Scott is MHA's representative for our organization. Education programs and legislative issues are among the areas in which MHA hopes to collaborate. Scott also suggested that MHA would hope to rely on its affiliates for expertise in various areas. Scott hopes to attend future Board meetings.

Leslie reported that the letterheads are being regenerated and that the printer suggests having a metal plate cut for the artwork in order to obtain a more crisp image. The Board authorized Leslie to have the metal plate cut (at an estimated price of "around \$100"). In addition, Board members suggested that MHSLA may wish to update its logo. Leslie will conduct a "logo design contest" and present the results as a "poster session" at the Traverse City education conference.

Treasurer Chris Hunt reported that he had completely reorganized the treasurer's materials and had shipped older documents to Bill Nilton. In addition to his report of activities from November '94 through January 20, '95 (showing a current balance of \$41,931.16), Chris presented an income/expense report for the conference for January 1994 through January 1995, indicating that the Association had underwritten the 1994 Conference in the amount of \$2390.01. Also, Chris presented an income/expense report for 1993 through January 1995 showing that in 1993, the Association earned \$1504.24, while in 1994, it lost \$983.98 -- coming pretty close to breaking even for the two year period. The Board was very impressed with these reports and offered to have them bronzed. Chris also reported that, for a mere pittance, we were able to increase the level at which the Treasurer and President are bonded from \$20,000 and \$10,000, respectively, to \$50,000 each, better reflecting the amounts handled by the Association at this time. In addition, Chris was called on to fill out some paperwork for the IRS showing the Association's income and assets.

Another issue raised by Chris was the amount of labor involved in handling dozens of small checks every time the Board meets when each Board member pays for his or her own lunch. Often, the cost of the meeting room is included in the luncheon fee. Given that Board members often travel at their own expense and give considerable work and personal time to Association activities, the Board voted to have the Association pick up the cost of lunches as part of the meeting expense for every Board meeting when necessary (except for those occasions where the Board meets at a hospital that chooses to provide lunch).

Craig Mulder presented the report of the Ad Hoc Committee on Technology for Document Delivery indicating four activities for the upcoming year. These projects include encouraging the MHSLA membership to use the Internet; evaluating communications technologies such as scanners and fax/modems; working with the representatives of the Collection Development and Document Delivery committees to examine the problem of insufficient space for collections; and possibly updating the Technology Directory.

The Board discussed the need to update the Technology Directory. Sandy Swanson had emailed a request that members indicate their interest (or lack of it) in having the Technology Directory updated; results were mixed. Later in the meeting, Jill VanBuskirk

was appointed chair of a new ad-hoc Technology Directory committee, and was asked to work with Craig Mulder and Ken Nelson to develop a plan to address the members needs to be able to network with other members on questions relating to software and hardware.

The Board approved the educational programming scheduled by the Conference Planning Committee for the 1995 Educational Conference. The programming includes Joanne Marshall as keynote speaker; CE Courses "Research methods for Health Sciences Librarians," taught by Joanne Marshall, and "Are you ready for the JCAHO's Information Management Systems? and other JCAHO changes" taught by Peggy Mullaly-Quijas. 3-4 hour workshops will include "Internet Navigational Tools": "Needs assessment & survey techniques panel discussion" (Leslie Behm, moderator); "Train the trainer: improving instruction skills"; and "Basic Automation workshop panel discussion with librarians who recently automated their libraries" (Peggy Zorn, moderator). The Local Arrangements committee is still working with the special event plans.

The Educational Committee also presented for Board approval plans for a Continuing Education workshop for Library Technicians to be held on April 21, 1995 at Michigan State University. Jay Daly will present two half-day sessions, "Basic Quickdoc" and "Advanced Quickdoc." The Board approved registration fees of: half-day session, \$25 members, \$35 non-members; and full-day \$45 members, \$60 non-members. Depending on the suitability of the location for catered lunches, the full-day price may or may not include lunch. (The location IS convenient to lunching out.)

The Document Delivery committee reports that 50 paper and 24 fiche copies of MISHULS have been sold; one paper copy has been given to the Collection Development committee for use in their "unique titles" project. Board members discussed a need for additional information on MISHULS' directory pages, such as "who charges." Barbara Kormelink will again request that libraries who charge include that information with their statistical reports this spring.

In addition, Barbara reported that Lisa Jacob of GMR is working on a DOCLINE problem. Since the last update (apparently), some titles have routed inappropriately, bypassing Basic Libraries and routing directly to a university. (In the cases that I am currently aware of, the requests routed to University of Michigan. Lisa said the serline entry for the specific titles we were looking at showed U. of M. as the only holding library in Michigan, even though MISHULS showed additional holding libraries.) Members who have seen this kind of inappropriate routing should report the journal titles that this is happening with to Barbara Kormelink or to Lisa Jacob at GMR. (Hint: make sure that the MISHULS library that was bypassed actually is in your routing table.)

The Membership Committee reports that about 125 membership renewals have come in to date. Mary Griswald reports that the committee is generating a mailing of our membership brochure to Michigan hospitals from whom we currently have no members. A question was raised about the possibility of members obtaining mailing labels for the membership (for duplicates lists mailings, etc.). The Membership Committee will discuss this.

Committee chairs not present but reporting:

Betty Marshall reports that the Collection Development Committee is developing a database of records from MISHULS indicating unique/nearly unique holdings among MISHULS participants. The Committee is examining its charge, goals and objectives.

The Publications committee, led by Diane Hummel, reports that the Winter 1995 newsletter is "going to press" on Feb. 1st. Please have all news items to Diane (at Butterworth Nursing Library) in advance of this time.

Local Group Rep Reports:

MDMLG reports several meetings, with educational sessions, to be offered in the coming months; call Doris Blauet or Carole Gilbert for details. MMHSL recently had a meeting for support staff on technology issues. Jane Claytor also reports a call from Pam Nail, Pennock Hospital, who is leaving her position this week. Mike Huver at Pennock is hoping to replace her with a part-time staff member with an Associate's Degree and requests that we refer anyone we know who might be interested in this position in Hastings. Mike was looking for a nearby hospital to contract for literature searching needs. (He may already have contacted Bronson.) Ken Nelson reported by phone that UPHSLA was very interested in seeing a technology directory. Betty Marshall reported (also by phone) that WMIISLA will meet on Feb. 21 in Grand Rapids. Due to another cancellation by National Cancer Institute, the proposed PDQ workshop will not be held.

Old Business:

Sandy Swanson reported on the proposed MC/MLA joint conference. Due to unavailability of our hotel of choice and insufficient time to properly plan for a 1997 conference, WMIISLA determined that it would be better to host MC/MLA in 1999 instead. This switch (agreed to by ERHSLA, which would "trade places" with WMHSLA) results in the following tentative schedule for hosting upcoming conferences:

- 1996: MMIISL
- 1997: MDMLG
- 1998: ERHSLA
- 1999: WMIISLA hosting MC/MLA.

On reading the guidelines supplied by MC/MLA, Sandy reports:

- All committees relating to the conference would be headed by MHSLA members; MIISLA would be responsible for both programming and local arrangements
- Financially, MC/MLA is looking for a "break-even" conference. In the event of an "overage", MC/MLA would receive 50% of the overage. In the event of a shortfall, the local group could appeal to MC/MLA for relief, which MC/MLA would consider "based on need."
- Up to \$1000 "advance" funds could be provided in the form of a loan, which must be repaid from proceeds
- Local group could apply for a grant to support a special speaker or educational event

On checking into our desired location (Amway Grand Hotel), Sandy reports that booking cannot be guaranteed very far in advance due to the small size of the group. (Estimated 170-225 participants.) (On further checking, Sandy can report that Amway will book about 2 years in advance if the group is sufficiently flexible at this point.)

Sandy's recommendations:

1. Formally invite MC/MLA to Grand Rapids for 1999.
2. Mid to late 1996, a Planning Committee and an Education Committee be appointed for the event
3. The Planning Committee should "feel out" other groups such as SLA/West Michigan relating to willingness to participate in either a "joint conference" (for 25% of "overage"); otherwise, to consider offering SLA courses in order to attract additional participants.

The Board discussed advantages and disadvantages of hosting MC/MLA. Sandy was directed to talk further with the Anway Grand sales staff and to talk to recent hosting groups for the "scoop" on hosting a conference.

The Board also discussed our "new" relationship with MHA. With their emphasis on legislative issues, Board members thought we should advise MHA that we are interested in keeping tabs on legislation relating to NLM and NIII, to the expansion of the Internet to all libraries including those in not-for-profit organizations, and to the broadening of library funding through Public Law 89 to not-for-profits in addition to its current public library application, especially in light of our involvement in consumer health libraries. Other suggestions would be welcomed.