



MHSLSA
EXECUTIVE BOARD MEETING
 December 3, 1996
 Michigan Athletic Club

| Affiliated Groups | <u>P</u> | <u>A</u> | | |
|---|----------|----------|---------------------------------------|---|
| Eastern Regional Health Sciences Libraries Association | <u>P</u> | <u>A</u> | | |
| Metropolitan Detroit Medical Library Group | X | | Deborah Adams, | President |
| Michigan Association of Consumer Health Information Specialists | X | | Ken Nelson, | President Elect, Conference Planning, UPHSLA |
| Mid-Michigan Health Sciences Libraries | | | | Immediate Past President |
| Northern Michigan Health Sciences Libraries Group | X | | Melba Moss, | Secretary |
| Upper Peninsula Health Sciences Libraries Consortium | X | X | Laura Friesen-Lynn, Mary Griswald, | Treasurer |
| Western Michigan Health Sciences Libraries Association | X | | Rosemary Whelan, Lea Ann McCaugh, | Archivist |
| | X | X | Mary Hanson, Betty Marshall, | Audit Committee Bylaws Committee Collection Development Committee & WMHSLA Document Delivery Committee |
| | X | | Jane Clayton, | Education Committee |
| | X | | Stephanie John, | Local Arrangements Co- chair |
| | X | | Joan Emahiser, | Local Arrangements Co- chair |
| | X | | Diane O'Keefe, | MACHIS |
| | X | | Diane Hummel, | Membership Committee |
| | X | | Mike Simmons, | Nominating Committee |
| | X | | Doris Blauet, | Publications, Marketing Committees |
| | X | | Leslie Behm, | Research Committee |
| | | X | Lynda Baker, | MDMLG |
| | X | | Alexia Estabrook, | M-MHSL |
| | X | | Debbie Jankowski, | NMHSLSA |
| | | X | Norma Powers, | |
| | | X | Craig Mulder, | ad Hoc Committee on Technology for ILL and Document Delivery |

| | | |
|---|--------------|----------------------------------|
| X | Marge Kars, | Long Range Planning Committee |
| X | Ellen Marks, | GMR Representative |

Guests: Judy Barnes (for Craig Mulder, Technology Committee), Robin Mosher

The meeting was called to order by Debbie Adams at 10:40 a.m.

Announcements

Debbie Adams reported that she had sent a thank-you letter to Dr. Teitelbaum for his participation in the 1996 Educational Conference.

Mary Griswald will not be able to continue in her position as treasurer because her position at Bronson has been eliminated. Doris Blauet moved, and Ken Nelson seconded that Debbie Jankowski, as second highest vote-getter in the last election for treasurer, take the position of treasurer for the rest of this year. When a quorum of members were present at the meeting, this motion carried.

Approval of Minutes

The minutes of the September 11 meeting were approved as written.

Archivist Report

Rosemary Whelan reported that Bill Nelton has been preparing to turn the archives over to her. She will meet with him on December 16.

Audit Committee

Lea Ann will meet with Debbie Jankowski to do the audit after the treasurer's records have been received from Chris Hunt.

Conference Planning Committee

Ken reported that he is waiting for a final contract with the Dearborn Inn, the hotel at which the next conference will be held.

Education Committee

Stephanie John reported that Sandra Martin has been paid for the Medline workshop she facilitated in June. Ideas being discussed for educational programs this year are: Dancing with Change, a teleconference produced by DuPage and IAC; Body, Mind and Soul, a program dealing with stresses of library technical assistants; a consumer health presentation with Metta Lansdale from the Michigan Electronic Library; a Windows 95 class; SLA's 'Getting Out of the Box', a teleconference; a workshop on the latest tools for Internet effectiveness; and a virtual journal seminar, on the pros and cons of purchasing journals on CD-ROM, rather than in print.

Leslie distributed copies of a compilation of the evaluations from the 1996 conference, so board members could see program suggestions made by other MHSLA members.

There was discussion on the conference pricing and MHSLA's financial standing. It was suggested that we make the conference price more realistic (i.e. raise the price for members, as the association has been subsidizing the cost of the conferences for the past few years), and perhaps not charge for attendance at teleconferences. It was also suggested that we more assertively pursue vendor donations for the conferences.

Document Delivery Committee

Jane Claytor asks that orders for the MISHULS be sent directly to her by name. She has ordered 60 print copies this year.

Membership Committee

Mike Simmons reported that he converted the membership list to a different database management system. He requested that we let him ^{know} anyone who may want to know about MHSLA who currently doesn't. There was discussion on MACHIS, and how it should appear on the membership application. It should be made clear that there is no additional charge for MACHIS committee membership, though we should establish a membership fee for anyone who wants to join MACHIS but is not a member of MHSLA. The questions asked about consumer health libraries on the membership form are to provide information for the MHSLA directory.

Nominating Committee

Doris reported that this committee has not yet met.

Publications Committee

The first issue of the newsletter has gone out. The deadline for the next issue is January 20, 1997. There was discussion on the MHSLA web page, the responsibility for which is now with this committee. The board agreed that MHSLA newsletters, membership directory, board decisions and meeting minutes should be available on the page. The most current two newsletters, the directory and the minutes should be passworded for members only. The URL for the web page is www.lib.msu.edu/mhsla.

In response to a question from Debbie Adams about smaller libraries having web page space on MSU's server, Mike said that yes, this was possible.

Research Committee

This committee is working on the final report of the project regarding the changing roles and salaries of librarians. The members are to have their portions of the report in to Lynda Baker by January 10, and the committee will meet on January 20.

Technology Committee

This committee is currently wrapping up the details of the Internet access grants. There was discussion on whether making this committee a standing committee required a change in bylaws and thus a vote at the annual business meeting. An official charge has not yet been put together for this committee.

Marketing Committee

In February, Leslie Behm will contact other associations to assess the feasibility of MHSLA exhibiting at

other conferences. Debbie Adams has signed an MOU with the Michigan Health and Hospital Association as an associate of that organization.

Group Reports

ERHSLA: Will meet December 12 for lunch and to exchange local update information.

MACHIS: Robin discussed the plan to put together a consumer health directory for Michigan. There was discussion on the MACHIS meeting held at the conference in September, where many good ideas were brought forth. On April 18 there will be a MACHIS meeting and conference on consumer health on the Web in Lansing.

MDMLG: Michigan Information Network presented at MDMLG's November 19 meeting on linking the entire state of Michigan. Will meet in February at Providence; the librarian of Michigan, George Needham will attend. They are sponsoring a CE on copyright for electronic formats in April. They are working on putting up an MDMLG web site. They are also producing a video on medical librarianship as a career to show at high school career day fairs.

WMHSLA: Sponsored a well-received and well-attended CE course on copyright law for the health science librarian on October 11. Ruth Dukelow from MLC was the presenter. They held elections for officers: Sandra Swanson is president elect, and Brian Simmons is secretary. They are jointly hosting the 1999 MHSLA/Midwest Chapter, MLA conference. Betty Marshall, Sandy Swanson and Rose Ray are the executive committee for this project. It is a four-day conference at the Amway Grand in Grand Rapids in October, 1999. They would like to request educational assistance from members of MHSLA.

M-MHSL: Held a meeting November 12 for conference wrap-up. They are in the process of electing new officers: Leslie is running for president and Tracy Texter is running for secretary. Mike Simmons and Leslie presented a special session of their 'Basics of the Web' training for this group at their November meeting.

NMHSLA: Will be using REMEC (Rural Emergency Medical ^{Education Consortium} ~~Electronic~~ Communication) as a way to virtually meet.

UPHSLA: All hospitals in the upper peninsula except Escanaba will soon be networked as the UP Health Care Network, and Health Source, Health Star and Medline will all be available on that network.

Old Business

Strategic Plan: A copy of the 1990-93 strategic plan for MHSLA was distributed. There was discussion on the goal of getting 90% of the MHSLA membership to attend conferences, and whether that was unrealistic. It was decided to change the 90% to over 50%. Debbie Adams asked that all board members submit suggested changes in the strategic plan to her before the next board meeting. We will also post information about the strategic plan in the newsletter and on the web page. In the future, we will look at the strategic plan every year and make adjustments in it so it is a dynamic document, more reflective of our current activities and direction.

Directory photos: the photos that were taken of all members at the 1994 conference in Frankenmuth

cannot be located. Judy Barnes suggested that an official photographer be designated. It was noted that the archivist is the designated photographer, and that MHSLA should buy a small 35 mm camera for her. Rosemary will submit a budget for the next meeting.

New Business

Leslie suggested that certificate preparation be made part of the Publications Committee's responsibility because it is printed matter. Debbie Adams formally charged the committee with this responsibility.

There being no further business, the meeting was adjourned at 1:27.

Respectfully submitted,

Laura Friesen-Lynn