

MHSLSA
 EXECUTIVE BOARD MEETING
 November 21, 1995 - East Lansing Marriott

Affiliated Groups		P	A		
Eastern Regional Health Sciences Libraries Association					
Metropolitan Detroit Medical Library Group	X			Melba Moss,	President
Michigan Association of Consumer Health Information Specialists	X			Deborah Adams,	President Elect & Conference Planning Committee
Mid-Michigan Health Sciences Libraries			X	Sandra Swanson,	Immediate Past President & Marketing Committee
Northern Michigan Health Sciences Libraries Group	X			Laura Friesen-Lynn,	Secretary & ERHSLA
Upper Peninsula Health Sciences Libraries Consortium	X		X	Chris Hunt,	Treasurer
Western Michigan Health Sciences Libraries Association	X		X	Bill Nelton,	Archivist
			X	Lea Ann McGaugh,	Audit Committee
			X	Mary Hanson,	Bylaws Committee
			X	Betty Marshall,	Collection Development Committee & WMHSLA
	X			Jane Claytor,	Document Delivery Committee
	X			Robin Mosher,	Education Committee & MACHIS
	X			Leslie Behm,	Local Arrangements Committee & Publications Committee
	X		X	Mary Griswold,	Membership Committee
	X		X	Martha Studaker,	Nominating Committee
	X			Lynda Baker,	Research Committee
	X			Carole Gilbert	MDMLG
	X			Deb Jankowski,	H-MHSL
	X			Norma Powers,	NHSLA
			X	Ken Nelson,	UPHSLA
	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

Guest: Mike Simmons

The meeting was called to order by Melba Moss at 10:20.

Approval of Minutes

The minutes were accepted with corrections. A corrected copy of the minutes will be submitted to the Archivist at the next Board meeting.

Committee Reports

AUDIT COMMITTEE: Nothing new to report.

BYLAWS COMMITTEE: Mary Hanson has some additions to make to the bylaws that possibly should have been made before. She will keep us posted.

COLLECTION DEVELOPMENT: No report

CONFERENCE PLANNING: The Education Committee is being put together at present. Robin reported on plans to combine the vendor booths with poster presentations in one big room, and to organize the movement of people around the room so that poster presenters are presenting to discrete groups rather than to an ever-changing flow of onlookers. Norma brought up the fact that it had been previously decided to invite vendors to the conference only every other year, because of low participation at exhibits. But vendors want to be at the Lansing conference because of the central location. A motion was made, seconded and carried to allow each conference planning committee to decide along with the local arrangements committee whether or not to have vendors at each conference.

The dates of the conference are September 11-13, 1996. The CEs being discussed are on HTML, Time management and Re-engineering. It was suggested that a workshop on the changes to Medlars databases be offered. There was discussion on the timing of a Medlars update workshop. A motion was made, seconded and carried to hold a mid-year Medlars update workshop for support staff, with another workshop in the afternoon specifically for professional staff.

Deborah Adams asked for more input on the conference plans from the regional reps. Attendance at the January 16 meeting would be especially helpful.

DOCUMENT DELIVERY: Jane reported that order forms were sent out. She has received 20 orders for print copies and 7 for fiche copies of the union list. We had to pay \$2334.46 for printing this year.

MEMBERSHIP: Mary Griswold reported that Tom Van Dam is going to handle putting the directory together. There was some discussion on the issue of transferring institutional memberships among staff from one institution to save money on conference attendance. It was suggested that the following statement become part of our policy: Institutional memberships may not be transferred for the conference. In addition, the following statement will be included on the registration form, either partially or in its entirety: Each person must register for the conference individually. Each attendee must either be a personal member of MHSLSA or the designated institutional member to receive member's rates.

PUBLICATIONS: Leslie is collecting information for the newsletter and hopes to issue it three times per year. She will include reports from the local regions and of any actions taken by the executive board, a list of current committee chairs, and possibly issues of interest pulled off of Medlib-1. Deadline for the next issue is December 8.

RESEARCH: Linda reported that the project for this year is to look at hospital librarians and how their jobs have changed, to whom they are reporting, and how their salaries compare with information services managers. There are eight committee members and they have met once.

AD HOC COMMITTEE FOR TECHNOLOGY AND DOCUMENT DELIVERY: Craig reported that there are 44 people signed up for the MHSLSA-1 listserv. He has received five applications for the Internet grant money MHSLSA is offering. The projects this committee will be working on this year are Internet promotion, document delivery problems within the state, journal storage and/or electronic access to journals. Tom Van Dam is interested in looking at evaluating document delivery equipment.

There was discussion on the interlibrary loan problem currently being experienced with Sparrow Hospital. A

Jane Clayton, of the Document Delivery Committee

motion was made, seconded and carried for ~~the committee~~ to draft an ILL policy to be presented for discussion and vote at the January meeting.

LONG RANGE PLANNING: Marge recommended via memo that we survey the MHS LA members who did not attend the last conference to find out why they did not attend. A motion was made, seconded and carried to have Leslie send out to the MHS LA membership a postcard survey which basically asks a) Did you attend the conference this year? b) If no, why not? c) What educational programs would you like to see at future conferences? Leslie will also receive returned surveys.

ERHSLA: Met in October to bid Ria Lukes farewell. Ria moved to Kokomo, Indiana.

MDMLG: Met last September. Nothing to report.

M-MHSL: Met two weeks ago. Nothing to report.

NMHS LG: Kay's position at the Burns Clinic has not yet been filled.

UPHSLA: No report.

WMHSLA: No report.

OLD BUSINESS: Melba synopsised Chris's treasurer's report. There are still outstanding bills from the conference, so the balance is actually approximately \$36,000.

Norma stated that there were problems with receiving conference registrations late without the late fee being included. There was discussion on whether it is the registration form that needs to be returned on time or the check (they often come separately), and whether it is the postmark that matters or the actual receipt of the item. No decision was made.

There was discussion on giving a per diem to scholarship recipients. Robin will draft guidelines for scholarship recipients to be brought to the January meeting. A motion was made, seconded and carried to include in the guidelines strong encouragement to scholarship recipients to work in some capacity at the meeting (at the registration table, for example).

A suggestion was made to offer a third scholarship to the membership at large, by lottery. No decision was made.

Melba read the letter she wrote to David Keddle commending him for his years of service.

NEW BUSINESS: Leslie reported finding a contact for sending withdrawn library materials to Uganda relatively inexpensively, as a sister library activity. A motion was made, seconded and carried to budget \$1000 for this project this year.

ANNOUNCEMENTS:

The MISHULS updates are due in July.

GMR is ready to produce a new set of fiche.

A motion to adjourn was seconded and carried at 1:15 p.m.