



MHSLSA
 EXECUTIVE BOARD MEETING
 May 21, 1996 - Michigan Athletic Center

Affiliated Groups						
Eastern Regional Health Sciences Libraries Association	P	△				
Metropolitan Detroit Medical Library Group	X		Melba Moss,		President	
	X		Deborah Adams,		President Elect & Conference Planning Committee	
Michigan Association of Consumer Health Information Specialists				X	Sandra Swanson,	Immediate Past President & Marketing Committee
Mid-Michigan Health Sciences Libraries	X		Laura Friesen-Lynn,		Secretary & ERHSLA	
Northern Michigan Health Sciences Libraries Group	X		Chris Hunt,		Treasurer	
	X		Bill Nelton,		Archivist	
Upper Peninsula Health Sciences Libraries Consortium	X		Lea Ann McGaugh,		Audit Committee	
	X		Mary Hanson,		Bylaws Committee	
Western Michigan Health Sciences Libraries Association			Betty Marshall,	X	Collection Development Committee & WMHSLA	
			Jane Claytor,	X	Document Delivery Committee	
	X		Robin Mosher,		Education Committee & MACHIS	
	X		Leslie Behm,		Local Arrangements Committee & Publications Committee	
	X		Mary Griswold,		Membership Committee	
		X	Martha Studaker,		Nominating Committee	
	X		Lynda Baker,		Research Committee	
	X		Carole Gilbert		MDMLO	
	X		Deb Jankowski,		M-MHSL	
	X		Norma Powers,		NMHSLG	
		X	Ken Nelson,		UPPSLA	
	X		Craig Mulder,		ad Hoc Committee on Technology for A.I. and Document Delivery	
	X		Marge Kars,		Long Range Planning Committee	
		X	Ellen Marks,		GMH Representative	

Guest: Mike Simmons

The meeting was called to order by Melba Moss at 10:14 a.m.

Approval of Minutes

Deborah Adams moved to accept the minutes as written; Leslie Behm seconded. The motion carried.

ARCHIVIST'S REPORT: No report.

TREASURER'S REPORT: Chris distributed copies of the treasurer's report covering the period 3/14/96 through 5/16/96. Robin moved to accept the report as written, Leslie seconded, and the motion carried. Chris also reported that he received the information from the IRS which explains whether an organization is or can be tax exempt or not. We are currently classified as a 501C6, which is not tax-exempt (501C3 is the tax-exempt classification). There is a \$150 fee for re-applying for tax-exempt status. The board agreed at this time it would not be worthwhile to apply for tax-exempt status for MHSLA.

COMMITTEE REPORTS

BYLAWS COMMITTEE: Mary Hanson reported that she and Leslie have corrected all the typos and contradictory phrasing they found in the bylaws.

COLLECTION DEVELOPMENT: No report.

CONFERENCE PLANNING: Prices for the conference have been finalized: CE's will cost \$100 for members and \$115 for non-members. The conference inclusive price is \$175, for members only. The two-day price will be \$125 for members, \$140 for non-members. For one day, it will be \$70.00 for members and \$85.00 for non-members (this price does not include the special event on Thursday). Extra tickets for the special event will be \$50.00. Norma moved to approve these prices, and Chris seconded; the motion carried.

The registration form will include a clear explanation of MHSLA's policy that a conference registration is not to be shared by staff members at an institution.

Deborah Adams reported that the CE on right sizing, upon closer examination, was not what the Education Committee had thought it would be, so they have selected two half-day CE's to replace it. The titles of the half-day courses are 'Leadership and Life Designs' and 'Strategic Positioning'. Both of these courses were offered at MLA this year.

DOCUMENT DELIVERY: The OCLC tape reload which was discussed at the last board meeting is in process.

***Action:** A deadline of July 16 (the next board meeting date) was set for the Document Delivery Committee to draft an ILL policy which addresses the timeliness with which MHSLA members respond to ILL requests received on Docline. There is a document on ILL policy issued by GMR which can be used as a model for the MHSLA policy.

MEMBERSHIP: Mary Griswold has received 142 membership applications, and they are still coming in. She sent out 175 directories.

Deborah Adams suggested that lists of the committees and committee members be included in the directory.

***Action:** Mary will issue inserts for the directory which will include committee rosters.

PUBLICATIONS: Leslie reported that she will try to get another issue of the newsletter out during the summer, so articles should be submitted to her for that.

NOMINATING: The slate of candidates was distributed. Leslie moved to approve the slate; Deborah Adams seconded. The motion carried.

RESEARCH: The survey instrument for the project went out at the beginning of April, and the committee has gotten back 35 completed surveys. They will send another mailing soon, and then call recipients to encourage their participation. They need 10 to 15 more completed surveys for it to be useful. They will present preliminary findings at the MHSLA conference as a poster session.

AD HOC COMMITTEE FOR TECHNOLOGY AND DOCUMENT DELIVERY: Craig reported that the Internet

grant applications went out with the last newsletter, and that eight applications have come back in so far. The committee has called all the institutions at which they do not yet have Internet access to encourage them to apply.

Carole asked for clarification on the idea of tying the MLC Internet access group rate to institutional membership of MHSLA, which was discussed at the last board meeting. It was explained that this meant that those institutions that wanted to pay for Internet access through MHSLA would include the payment for that access with the payment of their institutional dues to MHSLA. MHSLA would then pass the payments on to MLA in one lump sum.

It was again suggested that MHSLA apply for an award being offered by MC-MLA called 'Project Achievement' for accomplishments over and above the normal business of the organization. The project to be submitted is the Internet Grants project of which the Ad hoc Committee for Technology and Document Delivery is now offering a second round.

LONG RANGE PLANNING COMMITTEE: No report. This committee has not been dissolved, as was previously suggested.

MARKETING COMMITTEE status: There was discussion on this committee's charge, which was ostensibly to promote libraries at meetings of other professional health care organizations in Michigan, and on whether we want to commit funding to support exhibits at these meetings. We need more information on the meetings to which it is appropriate for MHSLA to send representatives, how many there are, and what they cost. Designating the immediate past president to be the chair of this committee also needs to be examined. Carole moved that an ad hoc Marketing Committee be created to look at the feasibility of a committee like this, to report at the end of 1996/97. Leslie volunteered to chair the ad hoc committee. The plan will be for the ad hoc committee to actually attend other health care professional meetings on a trial basis. Marge suggested that MHSLA commit some funding to the ad hoc committee to support attendance at meetings. The motion carried.

Local Groups:

ERHSLA: Met informally on May 3 with Dave Keddle while he was in Lansing.

MDMLG: Jerry Stuenkle has taken a job at AUC, so Carole Gilbert has taken over at president-elect of MDMLG. They had a speaker on Health and Medicine in Art at a recent meeting.

MACHIS: Margaret Connors and Janette Ransom are the members of a new committee to create a database of consumer health information resources in Michigan, including those at public libraries, health agencies, etc.

M-MHSL: Will be meeting next week to further plan local arrangements for the conference in September.

NMHSLG: Met informally. Jill Van Buskirk is staying in her position at the Burns Clinic in Petoskey.

UPHSLA: No report.

WMHSLA: Will be sponsoring a half-day workshop on copyright at Blodgett on October 11. The presenter will be Ruth Dukelow from MLC, and the cost will be \$30-50. They have decided they will continue to hold CE courses independently of MHSLA.

NEW BUSINESS: Lynda Baker asked that the information about the scholarship for a library school student to attend the MHSLA educational conference be sent to her earlier. It usually comes in early September, which is usually too late for a student to plan to attend.

Deborah Adams announced that committee chairs who need help filling positions on their committees should feel free to call her; she will help find committee members.

Melba asked if she should attend the Michigan Hospital Association meeting in Traverse City, for which she received registration material. The board agreed that she is expected to attend.

ADJOURNMENT: Robin moved to adjourn; Norma seconded. The motion carried, and the meeting was adjourned at 12:10 p.m.