

**MICHIGAN HEALTH SCIENCES LIBRARIES ASSOCIATION
26TH ANNUAL BUSINESS MEETING**

**October 9, 1999
Grand Rapids, Michigan**

Affiliated Groups

Eastern Regional Health
Sciences Libraries
Association

Metropolitan Detroit
Medical Library Group

Michigan Association
of Consumer Health
Information Specialists

Mid-Michigan Health
Sciences Libraries

Northern Michigan Health
Sciences Libraries Group

Upper Peninsula Health
Sciences Libraries
Consortium

Western Michigan Health
Sciences Libraries
Association

Call to Order

The meeting was called to order by President Diane Hummel at 11:00 a.m.

Standing Rules

Parliamentarian Mary Hanson read the standing rules for the business meeting.

Approval of Minutes

Carol DeJong made a motion to approve the minutes from our 25th annual business meeting as distributed. Marge Kars seconded, and the motion carried.

Review of Executive Board Decisions 1998-99

The summary of Board decisions for the past year was distributed and was accepted by the membership without comment.

Treasurer's Report

Ellen O'Donnell presented her annual report. Our bank balance as of August 25, 1999 was \$37,674.70. Since that time, over \$30,000 in conference registration fees have been taken in, so our current balance stands at over \$60,000. Conference costs have yet to be subtracted.

Ellen stated that we need to report our income annually to the IRS, although we do not pay taxes on it. She has brought our filing up to date and successfully petitioned for a waiver of late filing penalties from the IRS.

Archivist's Report

Rosemary Whelan resigned the position of Archivist last spring. Diane Hummel has appointed Maureen Watson as our new Archivist. Twenty-five boxes of archival materials have been shipped to Maureen at Ferris State University.

Committee Reports

Audit Committee

The audit committee's report was distributed. In April they met and reviewed MHSLSA's financial records for the previous fiscal year. The records were in excellent order and bonding for our Treasurer was current.

Collection Development Committee

Betty Marshall reported that her database of unique journal titles was sent to Michigan State University to be loaded onto the MHSLA web site. Print copies of an individual library's holdings are available on request from Betty at Hackley Hospital or Mary Jo Wyels at Mercy General Health Partners (both in Muskegon).

Betty asked members to let her know if they will be deleting titles from their collections. She will be continuing as Chair of the committee and wants to keep the unique holdings database current.

Education Committee

A detailed report was distributed. Valeria Long expressed thanks to her committee members, to Maureen Watson and Diane Hummel for moderating sessions at the conference, and special thanks to Sandy Swanson for handling crises and dealing with speakers' needs.

Local Arrangements Committee

Sandy Swanson asked her committee members to stand and be recognized for their efforts in planning the conference. Robin Alanen Mosher mentioned that W.B. Saunders has been added as a sponsor. Robin said she was pleased with the vendors' interest and participation in this conference. She also thanked Brian Simmons for recruiting an advertiser for our conference program (the Schnitzelbank restaurant).

Document Delivery Committee

Committee Chair Barbara Kormelink retired in August. The print production of MISHULS has been suspended. Journal holdings information is now available online through SERHOLD and we are still re-evaluating the need for a printed MISHULS list.

Membership Committee

Mike Simmons reported that the total number of members is 133, twelve fewer than last year. The membership directory is available online at the MHSLA web site. Mike is accepting suggestions for revising the membership form. Let him know if you can think of data we should be collecting about members, or questions we should be asking them.

Nominating Committee

Joan Emahiser thanked her committee members and announced the results of our election. Doris Blauet is President-Elect, Diana Balint is Secretary, and the new Nominating Committee consists of Alexia Estabrook, Norma Powers, and Melba Moss (Chair).

Publications Committee

Leslie Behm reported that her committee produced three newsletters, mailed out the membership directory, and maintained the MHSLA web site.

Research Committee

Leslie Behm reported for the Research Committee. They now have all the data from their recent survey and can start to analyze it.

Technology Committee

Mike Simmons reported for the Technology Committee. The electronic journal club has been their primary focus this year. The consumer health and evidence-based medicine discussion groups are going well; a proposed discussion on information technology didn't get off the ground. Any member is welcome to begin a discussion – it's easy to do. We still have not upgraded our Web Crossing license to allow for the increased use we are making of the software.

Betty Marshall moved for approval of all committee reports. Robin Alanen Mosher seconded, and the motion carried.

Regional Group Reports

ERSHLA – Doris Blauet reported that, other than gathering for a retirement party, they haven't done much this year.

MDMLG – Alexia Estabrook reported that MDMLG has had a busy year. They reorganized the structure of the group. The Public Relations Committee was disbanded and its functions (Membership Services and Public Relations) divided between two Board members. The Professional Development and Current Issues Committees were merged, and the Board added positions of Auditor and Web Master. The Newsletter Committee has joined forces with the Web Master to form the Communications Committee and the newsletter is now being produced strictly electronically.

Four general business meetings were held, as well as the Annual Meeting & Summer Luncheon which was held at the Bayview Yacht Club and sponsored by Elsevier. Speakers last year included Francis Buckley from the Government Printing Office and Nettie Seabrook, a former librarian on the staff of Detroit Mayor Dennis Archer. This year's programming got off to a great start with Dorothy Hill speaking at Providence Hospital – her first public speaking engagement since the death of Al Brandon.

The Professional Development Committee sponsored courses on basic HTML and Evidence-Based Medicine, and put together brown bag lunches on such topics as the new SERHOLD system. The Web Master has been busy this fall revamping the web site, moving the listserv, registering a domain name and moving the web site to its new home at <http://www.mdmlg.org>.

Officers this year are: Beth Salzwedel, President; Barbara Platts, President-Elect; Lynda Baker, Past President; Sylvia Graham, Secretary; Sharon Phillips, Treasurer; Gina Hug, Membership Services; Keir Reavie, Public Relations.

Finally, Alexia noted with sadness the passing of long-time MDMLG member Agnes Shoup, former director of the University of Detroit Dental Library.

MACHIS – Mary Hanson reported. Marge Kars started an electronic journal club dealing with consumer health issues. Other than that, the group hasn't been active this year.

M-MHSL – John Coffey reported that Doris Asher is retiring at the end of this month, but plans to continue participating in the group. Leslie Behm is serving as Chair and John is Treasurer. Their meetings move around; they have met recently at the Michigan Department of Community Health and the Michigan Public Health Institute.

Michigan State University has received a Technology Awareness grant. They will be training health care providers to use multi-media resources for patient education.

NMHSLG – Norma Powers said her region has been through many changes. Three of four hospitals have had a change in leadership. Both Mercy hospitals eliminated their libraries. Munson has agreed to do literature searches pertaining to inpatients at those hospitals, but Norma and her staff have not yet been asked to do so.

Northern Michigan Hospital has a new librarian - Anne Foster, taking the position formerly held by Alexander Lyubechansky. Anne is a Petoskey native who has been living in Indiana working in an optometry library.

Norma and Janette Ransom are designing the new community health information library located where the osteopathic hospital used to be. Outpatient clinics are located there too. Norma is requesting that the new library be staffed by a professional librarian.

Munson's medical library will not be moving in the foreseeable future. Its staff took advantage of educational opportunities this year. Support staff enjoyed programming presented by MHSLA. Janette and Norma went to the Medical Library Association annual meeting in Chicago. Norma observed that they are doing a lot more teaching these days. Patrons are very interested in learning how to search MEDLINE. Norma finds the National Library of Medicine's teaching slides useful; these are available online.

UPHSLC – The group did not make a report.

WMHSLA – Sandy Swanson stated that conference planning took all the group's time. Carol Aebli reported that their web site is now operational. The URL is similar to MHSLA's, just add "/wmhsla" at the end. You can also link to the WMHSLA web site from the MHSLA web site – go to the "About MHSLA" section to find the link.

GMR – Jean Sayre reminded us she will be giving an update at the conference this afternoon. Highlights have been printed on a handout and are also available at the GMR web site. Jean mentioned that several outreach projects are beginning in the region. By the end of their contract period (April 2001), there will have been outreach efforts in all 10 states. Funding opportunities come out every March; watch the GMR listserv for details. More grants for consumer projects should be available in 2001.

Jean complimented MHSLA for being an active, well-organized group and for putting on a great conference.

Bylaws Report & Revisions

Mary Hanson explained that the Board has been having trouble getting a quorum for its meetings this year. An amendment to the bylaws was proposed to address this problem. The amendment was distributed in the last MHSLA newsletter. It would allow for an alternate Board member to be named in writing in advance, when a regular member can't attend a specific meeting.

Mary Hanson moved that the amendment be adopted. Betty Marshall seconded, and discussion ensued. Norma Powers questioned whether the alternate has to be from the same area group as the member s/he is replacing. If so, Norma feels that NMHSLG would still have trouble sending a representative. Deborah Adams asked about electronic capability – could teleconferencing solve some of our problems? Carole Gilbert pointed out that electronic participation may pose problems of verification and accountability. She suggested that all chapters nominate an alternate who can represent their group to the Board. Alexia Estabrook said MDMLG has been doing this for a long time.

Several members observed that a person might become incapacitated at the last minute and would thus be unable to provide the written designation of an alternate. If achieving a quorum has been the problem, perhaps we should change the requirements for a quorum. It may have helped simply to raise the question and remind Board members how important their participation is.

Discussion wound down, the vote was called and the motion was not approved. The bylaws will not change. If necessary, we will revisit this issue in the future.

Old Business

Deborah Adams asked when the Research Committee expected to have the results of their survey. Leslie Behm replied that it should be done by the end of the year. At the moment there are no plans to repeat this survey, as the rate of return was disappointing.

Deborah also asked if we will be moving to electronic distribution of our membership directory and newsletter. Mike Simmons responded that there are still some members without Internet access and this would be a disservice to them. The cost of printing these materials is quite low and MSU has been paying the postage to send them out. Several members spoke up to say they like having the directory in print form.

The membership directory has been mounted on our web site, but Mike is still having some problems getting it to work right. Mike said he could add a place on the membership form for special requests, e.g. "don't send me a printed directory." If we want him to revise the form, though, he needs to know *soon*. Mike asked the MHSLA Board to address this question at their next meeting.

New Business

Melba Moss observed that our membership forms used to ask if we were willing to mentor. Is there another way to share information and expertise? If we are working on something that might be useful for someone else to know about, could we perhaps share via a column in the newsletter? Mike Simmons responded that most members don't fill out the mentoring or expertise section of their membership forms. He asked us to please complete the forms fully; he won't enter information that we don't include. Deborah Adams pointed out that the listserv is an appropriate forum for asking for guidance. You might not feel like enough of an "expert" to identify yourself as such in the directory, but you may still have some helpful suggestions to share in a listserv discussion. Mike agreed that the listserv and newsletter are appropriate venues for seeking and offering help. The web site is meant to be more of an archival resource.

Robin Alanen Mosher reminded us of the prize drawing taking place in the vendor room later today.

Betty Marshall announced the new area code for Muskegon and points north: 231. This also covers Big Rapids and Traverse City.

Diane Hummel raised the question: should we offer emeritus and student rates for MHSLA membership and conferences? She proposed forming an ad hoc committee to study the question. Norma Powers moved that such a committee be formed, Joan Emahiser seconded, and the motion carried. Anyone interested in serving should contact Diane.

Stephanie John introduced Elizabeth Smigielski, an NLM Associate currently working at the University of Louisville. Elizabeth is a Michigan native who will be looking for employment next summer, particularly in the Detroit area.

Invitation to the 27th Annual Conference

Norma Powers invited everyone to the 27th Annual Educational Conference, taking place October 18-20, 2000 at the Park Place in Traverse City. Norma reminded us of all the wonderful things there are to see and do around Traverse City and she distributed prizes brought down from up north.

Presidential Remarks

Diane Hummel made remarks as outgoing President. She said the conference has been great. The plenary sessions dealing with the Internet were especially relevant, as the Internet has changed everything we do. Diane mused that her grandmother's generation feared electricity just as we fear some of the new changes technology has brought. Now we don't think about electricity, it's just an accepted part of our lives. There's a lesson there. Our role as librarians will change from storing knowledge to teaching people how to use all the knowledge tools available. Collaboration between people and disciplines must grow.

Doreen Bradley made remarks as incoming President. She is looking forward to a productive year. She thanked the committee members who are staying on, and gave special thanks to Valeria Long and Sandy Swanson for their hard work in planning the conference. Doreen has established an e-mail address for the MHSLA Board; send mail to mhsla.board@umich.edu and it will reach everyone on the Board. Finally, Doreen acknowledged the MHSLA scholarship winners and welcomed them to the conference.

Adjournment

There being no further business, the meeting was adjourned at 12:12 p.m.

Respectfully submitted,

Jennifer Barlow
MHSLA Secretary