

**MICHIGAN HEALTH SCIENCES LIBRARIES
ASSOCIATION
EXECUTIVE BOARD MEETING**

May 15, 2002

Sparrow Hospital, Lansing, MI
Minutes

1. Call to order

The meeting was called to order at 10:12am by Mike Simmons. Members of the UPHSLC and NMHSLG local groups were present via teleconferencing.

2. Approval of minutes

Minutes of the March 19, 2002 meeting were approved with these corrections:

Spelling of Joan "Emahiser's" name throughout the document.

Spelling of "Janette" Ransom's first name throughout document.

Spelling of Carol "Aebli's" name throughout document.

Spelling of "Ariel" in Technology report.

Use of the word "whether" instead of "weather" in Research report.

Omission of the word "of" before CINAHL in Technology report.

Misspelling of the word "discussed" in M-MHSL report

Omission of Barbara Platts and Chris Allen from the Attendance report.

3. Archivist's report

Maureen Watson reported in her e-mail report to Mike Simmons that the Library of Michigan does not take archives, ~~and that the person in charge of such decisions was on leave for six months.~~ The Library of Michigan staff person also told Maureen that she did not think that the State of Michigan Archives took private archives, only government archives.

4. Treasurer's report

Treasurer's report was approved as read.

5. Committee reports

Standing committees:

Audit

No report.

Bylaws

Mary Hanson reported that the 2000 edition of the Bylaws had been sent for inclusion on the Web site.

Arlene Weismantel and Alexia Estabrook identified several bylaws that need revision. It was the Board's decision to request that the Committee address those bylaws concerning the following issues:

1. Combining the Document Delivery and Collection Development Committees.
2. The distribution of the "Technology directory."
3. Institutional membership regarding DOCLINE participation and Consortium participation.

Other revisions were tabled until Alexia takes office. Sandra Swanson and Harvey Brenneise will contribute wording for the Bylaws Committee regarding the Technology and Grants committees.

Conference Planning

Alexia Estabrook recommended that the Conference Registration form include the question "Do you wish to become an MHSLA member now and receive the discount rate." The Board agreed that this was appropriate.

Education

Diane LeBar stated that speaker agreement letters had been mailed out. She also reported that Deb Adams would be moderator for the Town Hall session.

Diane also reported that she had sent an e-mail to Committee Chairs regarding the Poster Sessions they would present at the Conference. She suggested that committee chairs have "sign-up" sheets at their posters for potential volunteers.

Cheryl Proctor
Carole Gilbert reported that there were 24 attendees at the Support Staff PubMed class. Net profit was \$63.88.

Barb Platts suggested that the Education Committee promote a "Keeping up with PubMed" class aimed at support staff next year.

Board members agreed that it was important for committee chairs attend the Business Meeting and make reports.

Joan Emahiser or Diane O'Keefe should be contacted regarding media equipment needs for presenters.

Local Arrangements

Joan Emahiser reported that the room reservation deadline was August 10. Registration forms will be sent out the week of July 4.

Collection Development

Sandra Swanson reported that 26 MISHULS lists were printed; that was the break even number. She recommended that participants update holdings in SERHOLD.

Document Delivery

Sandra Swanson distributed her report on Interlibrary Loan statistics. The Board agreed that the Committee should continue to collect these statistics on a regular basis because they assist DOCUSER members in compiling their cells.

Sandra also stated that there was a poor response to the online catalog statistics requested by the Committee.

Membership

John Coffey's report stated that as of May 14, 2002, there were 83 Personal, 46 Institutional, and 12 Institutional / Personal memberships.

Nominating

Ken Nelson reported that the Nominating Committee recommended adding the name of Sheila Bryant's name had been added to the slate for Nominating Committee.

Alexia Estabrook moved and Cheryl Putnam seconded a motion to add Sheila Bryant's name to the slate for the Nominating Committee. The motion was carried.

Publications

Arlene Weismantel reported that she had requested an updated list of committee members through e-mail. She also requested that members submit their newsletter contributions within one week.

Research

Alexia Estabrook reported that the Research Committee survey went out April 15 with a deadline of May 6. Approximately 400 were returned. She stated that the results will be tallied by September and that an abstract would be available for the Poster Session at the Conference.

Technology

Harvey Brenneise stated that he has been receiving inquiries regarding budgeting for StatRef. He has been suggesting that the same amount be budgeted.

Harvey reported that Access Michigan would be continuing CINAHL, but discontinuing Books in Print.

The Online Catalog/Shared Cataloging project has him investigating GLAS as a player since it has a large install base. DALNET also has a seven county consortium. He also indicated that MSU may not wish to "share".

Harvey reported that the Ariel Grant Proposal was due next week and that he would use information from the previous proposal. He stated that he was investigating Prospero because it does not need Ariel.

Harvey stated he and Mike Simmons were investigating talks with OVID, McGraw-Hill, and MDConsult.

6. Regional group reports:

ERHSLA

Cheryl Putnam reported that ERHSLA is planning a poster to promote the 2003 Conference.

GMR Regional Council

Arlene Weismantel reported that three MHSLA members were asked to participate in interviewing candidates for the GMR.

MACHIS

No report.

MDMLG

Joan Emahiser reported their Board Meeting was May 14; that the annual reports will be loaded on their Web page.

Alexia Estabrook reported that Bylaws changes included membership and committee formats changes.

Joan also stated that MDMLG sponsored a team for the "Race for the Cure."

Joan reported that the "Compensation Benefits Survey" will be going out next month.

M-MHSL

Sheila Bryant reported that M-MHSL would be inviting out-state MHSLA members to the Swets Blackwell demonstration.

NMHSLG

Janette Ransom reported that they were going live with Athena OPAC. She also stated that the group's Web site was still a "work in progress."

Janette reported that members who attended the PubMed class requested more "hands on" with a follow-up class.

She stated that their group was pursuing an NLM grant for digital access to resources for rural and affiliates. She also indicated that their group would attend an Access Michigan class and be tours of public libraries.

UPHSLC

No report.

WMHSLA

Dick Perrin reported bylaws changes would be discussed at the September meeting.

7. Old Business

As discussed in the Bylaws Committee report, issues regarding membership and MHSLA Web page access will be investigated by that Committee

8. New Business

No new business.

Next meeting will be at Sparrow Hospital, July 15, 2002.

9. Adjournment

The meeting was adjourned by Mike Simmons at 12:18pm.

Respectfully submitted:

Judith A. Barnes, Secretary

MHSLA EXECUTIVE BOARD MEETING

May 15, 2002

Sparrow Hospital, Lansing, MI

ATTENDANCE

	NAME	POSITION	VOTE	PRESENT	ABSENT
1	Mike Simmons Alexia Estabrook Doris Blauet	President President-elect Immediate Past President	X X X	X X	X
2	Judy Barnes	Secretary	X	X	
3	Maureen Watson	Archivist			X
4	Cathy Eames	Treasurer	X	X	
5	COMMITTEES Lea Ann McGaugh Mary Hanson Alexia Estabrook Diane LeBar Doreen Bradley Joan Emahiser Valeria Long Sandy Swanson John Coffey Ken Nelson Arlene Weismantel Carole Gilbert Harvey Brenneise	Audit Bylaws Conf Plann Education Local Coll Dev Doc Del Membership Nominating Publications Research Technology		X X X X X X X X X X X X	X X X X X X
6	LOCAL GROUPS Cheryl Putnam Arlene Weismantel Marge Kars Joan Emahiser Sheila Bryant Janette Ransom Linda Winslow Sandra Swanson	ERHSLA GMR MACHIS MDMLG MMHSL NMHSLG UPHSLC WMHSLA	X X X X X X X X	X X X X X X X X	X
7	GUESTS:				
	Susan Kendall	MSU		X	