



MICHIGAN
HEALTH SCIENCES
LIBRARIES
ASSOCIATION
www.mhsla.org

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

January 15, 2002
Sparrow Hospital, Lansing, MI

1. Call to order

The meeting was called to order at 10:05am by Mike Simmons. Members of the UPHSLC and NMHSLG local groups were present via teleconferencing.

2. Approval of minutes

Minutes of the November 13, 2001 meeting were approved with these corrections:

Under call to order: (1) Put space between Alexia AND Estabrook (2) Under GMR: Arlene Weismantel gave the report, not Sheila Bryant. (3) Under Membership: Spelling of John Coffey's name. (4) Cheryl Putnam, ERHSLA representative was present.

3. Archivist's report

Maureen Watson reported that she had started a database, numbered the various boxes of archives and labeled the boxes with the contents. She also stated that she and Cathy Eames were working on the Treasury forms. She indicated that a decision needs to be made as to how long they should be maintained.

4. Treasurer's report

Cathy Eames presented the Treasurer's report, which was approved as read.

5. Committee reports

Standing committees:

Audit

Lea Ann McGaugh reported that Martha Studaker and Debbie Porter have agreed to serve on the Committee.

Bylaws

Mary Hanson had no report.

Conference Planning

Alexia Estabrook reported that the Committee had met just prior to the Executive Board meeting today.

Education

Diane LeBar distributed a tentative schedule. She stated that there has been some difficulty in scheduling computer laboratories at U of M for the Powerpoint class, and the afternoon sessions.

Diane also reported that suggestions for poster sessions included offering presentations by the various committee chairs, in an effort to recruit volunteers for the various MHSLA committees.

Cheryl Putnam suggested that Leslie Behm may be able to teach the NLM gateway.

Diane stated that the Docline tips and tricks class may be hands-on. The consensus agreed that the Docline program should be on the basics. She also stated that there were no designated speakers for the Barbara Johnson and Jeannie Brennan lectures.

Cheryl Putnam said she would coordinate the support staff PubMed program and that Leslie Behm would be the instructor.

Local Arrangements

Doreen Bradley indicated that a museum tour and digital scavenger hunt were planned for the conference.

Joan Emahiser reported that the theme for the Conference will be: "Mastering the Information Maize" and that the colors will be maroon and gray.

Collection Development

Valeria Long distributed a prototype of the order form for the MISHULS directories to be included in the newsletter. It was agreed that the orders should be pre-paid. The form will also be available on the web site.

Document Delivery

Sandy Swanson stated there was nothing additional to report.

Mary Hanson suggested that the Serhhold holdings were incorrect and that members should be encouraged to review and correct their records. She also suggested that MHSLA review electronic funds transfer for interlibrary loans in conjunction with the GMR. Cathy Eames stated that NLM was expected to roll out an EFT program. Sandy will contact the GMR regarding status of the EFT program.

Membership

John Coffey reported that there are 70 paid memberships; 39 personal and 24 institutional; 7 both personal and institutional. This is roughly 62% of the 2001 final membership list. A total of \$2085 was collected in dues.

John raised the question of why there is an institutional membership and what benefits are associated with it. Mike Simmons stated that an ad-hoc committee looked into this issue in 2001 and that institutional membership affords discounts for conference and CE registration to the staff of the participating library.

Nominating

Ken Nelson reported that he had received the Nominating Committee notebook and that his committee were just beginning to recruit candidates for Treasurer and President.

Publications

Arlene Weismantel reported that the MHSLA web site had been moved to the GMR, but was not quite completely functional. The list serve will also move to the GMR soon.

Research

Carole Gilbert had no report. Alexia Estabrook stated that the survey was being tested and will be sent out as soon as testing is completed. She stated that the Research Committee would meet next month. She stated that the Committee needs to recruit a statistician. Subject of the research is "why libraries are good incentive for recruiting active physicians."

Technology

Harvey Brenneise reported that he is trying to identify an appropriate proxy server provider. He stated he would "shop the market" at the ALA conference.

Harvey also reported that StatRef had indicated that MLC was a slow pay; that he had no new information about refunds or any new titles at this time.

Harvey stated that the shared online catalog with MSU was working well. Support includes cataloging of books and electronic resources. He reported that there was shared circulation system, but that confidentiality issues were being raised.

Harvey stated that he will meet with the LSTA reviewers and discuss why the proposal was declined and if it can be revised and resubmitted. He said that the Ariel grant should be resubmitted without computer equipment (for software only).

Harvey reported that the results of the electronic collection development survey will be posted on the web site. Preliminary results indicate that the most requested items were Up-to-Date and MDConsult.

6. Regional group reports:

ERHSLA

Cheryl Putnam stated that the deposit had been made on the site for the 2003 conference. The conference will be at the Bavarian Inn, October 15-17, 2003.

GMR Regional Council

Arlene Weismantel reported that she had no word yet from the GMR regarding replacement of the Michigan representative. She also stated that Chris Shaffer had been very accomodating in getting the MHSLA Web site up.

MACHIS

Mary Hanson reported that Marge Kars would be participating in a panel session at the conference.

MDMLG

Joan Emahiser reported that at the Board meeting, there were proposed bylaws changes in membership charges and classification and length of term for committee services. She stated that the Public Relations committee was developing an outreach survey to determine members who would like to be speakers to community groups. Joan also stated that the MDMLG web site would be linked to the benchmarking site.

Joan reported that MDMLG would host a three day NLM update in June and a CE course on March 6.

M-MHSL

Sheila Bryant reported that M-MHLS had met on November 14, 2001 and hosted a presentation on PDAs. Speakers included Stephanie John and two physicians from Sparrow. The program highlighted library support for PDAs and incorporation of the technology in residency programs.

NMHSLG

Jennette Ransom reported that Munson had hired a new Information Research Assistant. She stated that they would be hosting the PDA teleconference from MLA on February 6, 2002.

Jennette stated that the group had met at Burns Clinic and toured their consumer health library. She had also attended the State of Michigan On the Road program.

UPHSLC

Linda Winslow reported that they too would host the MLA PDA teleconference on February 6, 2002.

WMHSLA

Dick Perrin reported that WMHSLA was planning a CE class on PDAs on February 6, 2002 and on PubMed in March or April.

7. Old Business

There was no old business to discuss.

8. New Business

Mike Simmons reported that Chris Shaffer from the GMR had identified sites for hosting the MLA PDA teleconference. The GMR will provide \$1,000 to cover the costs. Mike indicated that he will send a letter of thanks to the GMR.

Mike also proposed an AdHoc committee to produce a survey and gather information regarding hospital library facts. Mike indicated that he would contact Jill VanBuskirk regarding MLA's benchmarking program, which is also doing this.

Jennette Ransom reported that there would be no charge to MHSLSA for the teleconferencing costs from Munson.

Next meeting will be at Sparrow Hospital, March 19, 2002.

9. Adjournment

The meeting was adjourned by Mike Simmons at 12:15pm.

Respectfully submitted:

Judith A. Barnes, Secretary

MHSLA EXECUTIVE BOARD MEETING

January 15, 2002

Sparrow Hospital, Lansing, MI

ATTENDANCE

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