

MICHIGAN HEALTH SCIENCE LIBRARY ASSOCIATION  
EXECUTIVE BOARD MEETING

July 18, 2000

Michigan Athletic Club, East Lansing

**Call to order**

The meeting was called to order at 10:06am by President Doreen Bradley. A quorum was present.

**Approval of minutes**

A motion was made by Mary Hanson and seconded by Betty Marshall that the minutes be approved. Motion carried.

**Archivist's report**

Maureen Watson is awaiting contact from MDMLG archivist Sandra Martin with regard to guidelines. She has reviewed 23 boxes of materials. Maureen noted that Norma Powers will have a table ordered at the conference so an archival display can be generated.

**Treasurer's report**

Ellen O'Donnell provided a written treasurer's report and an analysis of income and expenses over the years 1995 to 1999. It was noted that we are financially secure, but dues income has steadily declined. There was consensus that there should be some benefit of an institutional membership. After dues structure was extensively discussed, a motion was made by Mike Simmons and seconded by Betty Marshall that a committee be formed to develop and propose dues scenarios for the September meeting. Motion carried. Mike Simmons, Ellen O'Donnell, and Mary Hanson agreed to serve on this committee.

Discussion began as to our IRS standing as a 501c(3) non-profit organization. Diana Balint noted that our organization meets the three major concerns of the IRS; that of percentage of income from non-related activities, payment of officers, and government lobbying activities. At this time, a motion was made by Betty Marshall and seconded by Diane Hummel that \$10,000 be placed in a 12-month certificate of deposit at Michigan National Bank, the same bank our account is in. Motion carried. The treasurer's report was approved by affirmation.

**COMMITTEE REPORTS**

**Audit**

Lea Ann McGaugh noted that the audit was completed as reported last meeting.

**Bylaws**

Mary Hanson noted that a report is pending.

**Conference planning**

Doris Blauet noted that she e-mailed suggested conference pricing to Board members and received favorable replies. Suggested prices include \$200 for full conference, \$150 for two-day, \$125 for CE only, and \$75 for half-day CE only. Prices would be increased by \$50 for non-members. Mike Simmons reported that access to the MHSLA web page could only be completed

MHSLSA EXECUTIVE BOARD MEETING

Sept 19, 2000

10:00 am

Michigan Athletic Club, East Lansing

AGENDA

**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

- |                        |                 |
|------------------------|-----------------|
| 1. Call to order       | Doreen Bradley  |
| 2. Approval of minutes | Diana Balint    |
| 3. Archivist's report  | Maureen Watson  |
| 4. Treasurer's report  | Ellen O'Donnell |

5. Committee reports

Standing committees

- |                        |                  |
|------------------------|------------------|
| Audit                  | Lea Ann McGaugh  |
| By Laws                | Mary Hanson      |
| Conference Planning    | Doris Blauet     |
| Collection Development | Betty Marshall   |
| Education              | Alexia Estabrook |
| Local Arrangements     | Norma Powers     |
| Document Delivery      | Diane Hummel     |
| Membership             | Mike Simmons     |
| Nominating             | Melba Moss       |
| Publications           | Leslie Behm      |
| Research               | Connie Bongiorno |
| Technology             | Harvey Brenneise |

6. Regional group reports

- |                      |                  |
|----------------------|------------------|
| ERHSLA               | Bonnie Swegles   |
| GMR Regional Council | Stephanie John   |
| MACHIS               | Marge Kars       |
| MDMLG                | Alexia Estabrook |
| MDMLG alt.           | Joan Emahiser    |
| M-MHSL               | John Coffey      |
| NMHSLG               | Norma Powers     |
| UPHSLC               | Linda Winslow    |
| WMHSLA               | Sandy Swanson    |

- |                 |                |
|-----------------|----------------|
| 7. Old business |                |
| 8. New business |                |
| 9. Adjournment  | Doreen Bradley |



by an MSU employee so the conference web page would be updated by Leslie Behm.

### **Collection development**

Betty Marshall reported that she is still waiting for the print copy of MISHULS.

### **Education committee**

Alexia Estabrook distributed copies of suggested reimbursement guidelines for review. A motion was made by Diane Hummel and seconded by Betty Marshall that the guidelines be approved with the following corrections; travel mileage will be reimbursed according to per diem Federal guidelines (IRS), the word 'reasonable' was added to 'transportation from airport', Federal guidelines on meal/per diem rate will be utilized, contributed paper honorarium will be \$50.00, and panel participation honorarium will be \$25.00. Motion carried. It was determined that late renewal membership issue with regard to conference registration will be tabled.

### **Local arrangements**

Doris Blauet referred to the previous report on Conference Planning.

### **Document delivery**

Doreen Bradley indicated to the Board that Judy Barnes had resigned from the committee for personal reasons.

### **Membership committee**

Mike Simmons mentioned that he had received one renewal from the Battle Creek VA Hospital for Arlene Weismantel.

### **Nominating committee**

No report. All consent forms were received.

### **Publications committee**

Leslie Behm provided an e-mail report indicating that Mike Simmons had resigned from the committee. The directory will be in the mail next week. The conference information will be on the web page when she returns from vacation. Mike Simmons reminded the Board that an MSU employee will have to access the web site.

### **Research committee**

No report.

### **Technology committee**

After discussion, Harvey Brenneise felt that responsibility for WebCross promotion should belong to the Education Committee. A motion was made by Harvey and seconded by Mike Simmons that this be so. Motion carried. Harvey discussed some aspects of the MSU project involving MSU, several hospitals, and Michigan Community Health Library. He also indicated that AMECHII had submitted proposals for a grant for acquisition of electronic journals. There was still interest in the digitizing of historical collections. A listing of holdings earlier than 1923 should be sent to Harvey for support documentation.

### **Regional group reports**

ERHSLA--No report..

GMR Regional Council--No report..

MACHIS--Mary Hanson indicated that there was still interest in another electronic journal club.

MDMLG--Alexia Estabrook reported on the success of the summer luncheon meeting. The September 21st meeting will be at the new Sinai-Grace library.

M-MHSL--John Coffey reported his personal thoughts on DOCLINE and listservs in general. He also indicated that the DOCLINE classes were filled for the morning session and had a few openings for the afternoon session. The Board noted that there would really be no need for DOCLINE classes at the Traverse City conference. The 2001 conference would be in Mt.Pleasant at the Soaring Eagle Casino Resort on October 10 through 13, 2001. There may be a potential conflict with MC/MLA. This will be explored.

NMHSLG--No report..

UPHSLC--No report..

WMHSLA--Sandy Swanson reported no activity as yet.

### **Old business**

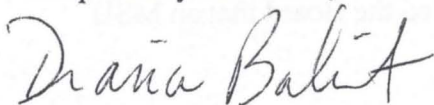
There was some discussion that the web site may be moved to a commercial site in the future if an MSU employee cannot access and maintain the site.

### **New business**

Doris Blauet mentioned that she must fill some positions for next year. She asked all to consider suggestions for chairs and members of committees. It was decided to table the acquisition of a corporate credit card.

There being no further business, meeting adjourned at 1:30pm. Next meeting, Tuesday, September 19th, East Lansing, Michigan Athletic Club, Coaches Corner room. **FINAL REPORTS ARE DUE FROM ALL COMMITTEE CHAIRS AND BOARD MEMBERS.** It was noted that there will be no Board dinner or meeting at the Traverse City Conference.

Respectfully submitted,



Diana Balint, secretary