



Affiliated Groups

- Eastern Regional Health Sciences Association
- Metropolitan Detroit Medical Library Group
- Mid-Michigan Health Sciences Libraries
- Northern Michigan Health Sciences Libraries Group
- Upper Peninsula Health Science Libraries Consortium
- Western Michigan Health Sciences Libraries Association

MHSLSA
 EXECUTIVE BOARD MEETING
 JANUARY 24, 1995
 MAC, LANSING, MICHIGAN

P	A		
		Sandra Swanson,	President
		Melba Moss,	President Elect & Conference Planning Committee
		Judy Barnes,	Immediate Past President & Marketing Committee
		Leslie M. Behm	Secretary & Research Committee
X		Chris Hunt,	Treasurer
X		Bill Nelton,	Archivist
X	X	Jane Claytor,	Audit Committee & M-MHSL
X	X	Mary Hanson,	Bylaws Committee
X		Betty Marshall,	Collection Development Committee & WMHSLA
X		Barbara Kormelink,	Document Delivery Committee
X		Doreen Bradley,	Education Committee
X		Norma Powers,	Local Arrangements Committee
X		Mary Griswold,	Membership Committee
	X	Ria Lukes,	Nominating Committee
	X	Diane Hummel,	Publications Committee
X		Doris Blauet,	ERHSLA
	X	Glenda Evans,	MACHIS
	X	Kay Kelly,	NMHSLA
	X	Ken Nelson,	UPHSLA
X		Craig Mulder,	ad Hoc Committee on Technology for ILL and Document Delivery
	X	Marge Kars,	Long Range Planning Achievements
	X	Ellen Marks,	GMR Representative

The meeting was called to order by Sandra Swanson at 10:01 am.

Guests: Jill VanBuskirk, Scott McRee

Scott McRee is from MHHA (Michigan Health and Hospital Association). The Association wished to work more closely with their 42 affiliates. Currently the main thrust of their work is legislation especially the state.

PRESIDENT'S REMARKS: none

SECRETARY'S REPORT: The minutes were approved. A motion was made to get a steel plate cut for the stationary. Jane seconded, the motion carried. The secretary will conduct a contest as a poster session for a new logo.

TREASURER'S REPORT: The IRS requested information which was provided. The bond was upgraded to \$50,000 per person. Doris moved that the Association pay for the Board members' lunches, Jane seconded. A friendly amended was proposed that for the convenience of the Treasurer and Association when necessary, the Association will pay, Leslie proposed, Doris seconded, motion carried.

ARCHIVIST'S REPORT: none

AUDIT COMMITTEE:

COLLECTION DEVELOPMENT COMMITTEE: The committee is creating a database of unique or nearly unique titles held in MISHSULS. The charge and goals are being evaluated.

CONFERENCE PLANNING COMMITTEE: Education Committee presented the outline for the conference content. Barb moved it be accepted; Doris seconded; the motion carried. Norma will continue to look into a special event, the theater will be closing a month earlier this year. A trip to the casino was raised as a possibility. Ken is in charge of printing, Kay publicity, Jeannette the vendors, and Norma is coordinating the rest of the local arrangement plans. A note will be placed in the newsletter to see if there is any interest in a charter flight up from the Detroit area. Melba will write it up. *Chris will contact local airports*

EDUCATION COMMITTEE: A workshop on Quickdoc will be held in April for support staff. It will be limited to 25 attendees. A motion was made that members have first chance at the workshop and then open it up to non-members. Leslie moved; Doris seconded; motion carried. Lunch will be included for those attended the full day. Non-member cost will be \$35 for half day and \$60 for full day.

DOCUMENT DELIVERY COMMITTEE: The committee was pleased with the colored slip enclosed with the dues notice regarding institutional membership for DOCLINE participation. Fifty-one paper copies of MISHSULS have sold. A request for statistics will go out in March. In DOCLINE, one can select that a request go to faxing institutions only. If you run into problems with the routing skipping places it should have gone to, contact Lisa Jacobs at the GMR.

MARKETING COMMITTEE:

MEMBERSHIP COMMITTEE: There are 69 institutional member, 15 personal/institution, 54 personal memberships. A mailing for all hospitals not involved will be done. The committee will make a recommendation on selling labels for members to use at the next Board meeting.

NOMINATING COMMITTEE: none

PUBLICATIONS COMMITTEE: The newsletter is due to go to press on February 1.

RESEARCH COMMITTEE: none

AD HOC COMMITTEE ON TECHNOLOGY FOR DOCUMENT DELIVERY: A survey regarding the technology directory indicated a need for software information, some for hardware/systems information. ILL surfaced as an issue

LONG RANGE PLAN ACHIEVEMENTS: none

MACHIS: none

MDMLG: Will switch with WMHSLA for hosting the conference. 1996-Lansing, 1997-Detroit, 1998- ERHSLA, 1999-WMHSLA and MC/MLA. The group met this week, next meeting 3/28. The CE will be the Statistics workshop. In May there will be a workshop on time management for support staff.

M-MHSL: Judy Coppola retired, the group had a luncheon in her honor. Next meeting is 2/7. Officers will be elected at that meeting. Pam Nail of Pennock Hospital is moving. Mike Hoover will be in charge of the library for now. The hospital has contracted with Bronson for library services. The support staff had their meeting at MDPH and looked at various technology issues.

UPHSLA: none

WMHSLA: Will meet 2/21 in Grand Rapids. There will be no PDQ seminar.

ERHSLA: none, will meet in April.

GMR: No report

OLD BUSINESS: Jill VanBuskirk volunteered to work on a Technology Directory. Sandra appointed Jill chair of an ad Hoc Committee on a Technology Directory. A plan will be presented at the next board meeting.

It appears that MC/MLA has reverted to the old method of handling the conference. The local group takes the risk and loss there might be; MC/MLA splits the profits 50-50 if there are any. An advance may be borrowed and then repaid. Sandra will check with the group which sponsored the Rockford conference last year to get the straight story. The planning committee/education committee needs to be in place in 1996.

Previous motion on the storage issue will stand.

NEW BUSINESS: Millie sent a thank you note for the flowers.

Ideas for working with MHHA included wiring for internet, support for NLM bills, staying better informed regarding JACHO, interest in the full text of the federal register on the internet, funding for public libraries, funding for non-profit libraries (special libraries).

The next board meetings are 3/21 and 5/23. They will be held at the MAC in East Lansing. The conference committee to meet at 9 am, and the board at 10 am.



EXECUTIVE BOARD MEETING
TUESDAY, MARCH 21, 1995
MICHIGAN ATHLETIC CLUB

Affiliated Groups					
	<u>P</u>	<u>A</u>			
Flint Area Health Sciences Library Network					
Metropolitan Detroit Medical Library Group					
Mid-Michigan Health Sciences Libraries	x			Sandra Swanson	President
Northern Michigan Health Sciences Libraries Group	x			Melba Moss	President Elect & Conference Planning
Thumb Area Medical Information Consortium	x			Judy Barnes	Immediate Past President & Marketing Committee
Upper Peninsula Health Science Libraries Consortium	x			Leslie M. Behm	Secretary & Research Committee
Valley Regional Health Science Librarians	x			Chris Hunt	Treasurer
Western Michigan Health Sciences Libraries Association	x			Bill Nelson	Archivist
		x		Jane Claytor	Audit Committee & M-MHSL
	x			Mary Hanson	Bylaws Committee
	x			Betty Marshall	Collection Development and WMHSLA
	x			Doreen Bradley	Education Committee
	x			Norma Powers	Local Arrangements Committee
	x			Barbara Kormelink	Document Delivery Committee
	x			Mary Griswold	Membership Committee
	x			Ria Lukes	Nominating Committee
		x		Diane Hummel	Publications Committee
	x			Craig Mulder	ad Hoc Committee on Technology for Ill & DD
	x			Marge Kars	ad Hoc Committee on Long Range Planning achievements
		x		Jill VanBuskirk	ad Hoc Committee on Technology Directory
	x			Glenda Evans	MACHIS
	x			Carole Gilbert	MDMLG
		x		Ken Nelson	UPHSLA
		x		Kay Kelly	NMGSLG
	x			Doris Blauet	ERHSLA
		x		Ellen Marks	GMR

The meeting was called to order by Sandra Swanson at 10:05 a.m.

Guest: Scott McRee

President;s Remarks:

Judith Field sent a letter regarding the action plan for Michigan Libraries. MLA Board endorsed the future of libraries.

Secretary's Report:

Lunch will not be included at the QuickDoc session. The minutes were approved as corrected.

Treasurer's Report:

The IRS has confirmed address changes. The bonding is for \$50,000 per person. Chris will check on sales tax exemption. The report was approved.

Archives:

They are still being used especially information on past conferences.

Audit: No Report

Bylaws: No Report

Collection Development:

The committee is working on goals and objectives and a list of unique titles.

Conference:

Education:

Jay Daly is splitting the cost of his air fare. There is a change in the speaker for the JACHO class. The person will be Chris Jones.

Local Arrangements:

The play "For Ever Plaid" will be the special event. There will be hors d'oeuvres before (more of a meal type). There will be an option to sign up for the Malibar Cruise on Wednesday night. It will be an additional charge with no refunds.

The information about the conference will be posted to the listserv as well as mailings.

A motion for the cost of the conference was made.

Inclusive fee:	\$165.00 (members only)	
CE Classes:	\$100 (Member)	\$125 (Non-member)
One Day Conference:	\$ 65 (Member)	\$ 80 (Non-member)
Two-conference:	\$110 (Member)	\$125 (Non-member)
Late Fee:	\$ 25	

The motion carried.

Document Delivery:

Union list has done well. A separate mailing will be done for statistics. Committee will write up ILL fax guidelines. The tape

run has not been corrected. Send documentation to Lisa at GMR about problem titles. It was a glitch in the serhold merge at NLM.

Membership:

There will be no pictorial directory this year. Tom Van Dam will send listing to every member for verification of information. There will be a sticker for the binder. The mailing will cost about \$50.00. Will have a list of institutional members.

Nominating:

The local groups need to have a name in by April 15 for the nominating committee.

Publications: No Report
Research: No Report

Technology for ILL & DD:

Focus groups are being conducted to see how to facilitate internet use. The committee hopes to have recommendations on how to make life less complicated at the next meeting.

Long Range Plan Achievements:

Marge has reviewed the minutes from 1991-1994 and the 1992 survey. She will have a report at the next meeting.

Marketing:

MHA is in June. There are no vendors at the conference. Melba is unable to attend. Attendance at the June MHA conference was approved.

The Ontario group's president is out of Toronto.

There needs to be a policy worked out regarding the laptop -- how to get it, what's on it, and how things work. Software needs to be purchased for it. Judy, Sandra, and Melba will work on.

Technology Directory:

Jill is polling members for needs. Software issues predominate at present.

MACHIS:

The next meeting will be at Bronson and Borgess April 11. Lunch is on your own. There will be no formal presentation. The fall meeting will be a luncheon on September 28 at the Annual MHSLA conference.

MDMLG:

The CE class on statistics will be held April 7 at Beaumont. Sandra Martin is the new Associate Director at Shiffman. Her position at Harper will probably be replaced at a lower level. Beaumont is not yet filled. U of Detroit and U of Michigan both have openings. The next meeting is the June luncheon, June 22 at Meadowbrook.

M-MHSL:

New officers were elected. Judy Barnes is the chair and Debbie Jankowski is secretary.

WMHSLA:

Bonnie Snow's Alternative Medicine CE course will be offered in June. MC/MLA will be in Grand Rapids in 1999. Planning will start in 1996 or 97. Rose Ray is president-elect.

ERHSLA:

Will meet in April.

MHA: No Report

New Business:

Carole is chairing a MC/MLA task force. They are requesting that state ce course be listed on the Medlib-1 listserv. A mentoring program is starting for new health sciences librarians. In order to coordinate, a volunteer from each state is being requested. A government relations person is also needed from MI. Legislative issues start at MLA then to GMR and on to the states.

The dates for upcoming MC/MLA are:

September 15-18, 1995	Fort Wayne
September 28-Oct 2, 1996	Columbus
October 3-7, 1998	Lexington
? ,1999	Grand Rapids
? ,2000	Chicago/North Dakota

Cheryl Stevens needs to be added to the mailing of the newsletters.

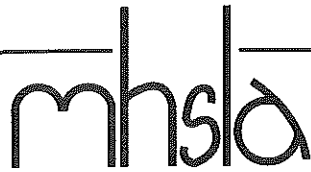
Mary Griswold volunteered for the government relations position and Betty Marshall volunteered for the mentoring contact.

Norma Powers moved that the president's room be paid for at the Annual fall conference. It was seconded and passed.

ICML was requesting donations. A motion to donate \$500 was made, seconded and carried.

Scholarships for 2 students and one member were approved.

Adjourned at 1:45 p.m.



EXECUTIVE BOARD MEETING
TUESDAY, MAY 23, 1995
MICHIGAN ATHLETIC CLUB

Affiliated Groups

Eastern Regional Health
Sciences Libraries
Association

P A

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

X		Sandra Swanson	President
X		Melba Moss	President-Elect & Conference Planning
	X	Judy Barnes	Immediate Past President & Marketing Committee
X		Leslie M. Behm	Secretary & Research Committee
	X	Chris Hunt	Treasurer
X		Bill Nelson	Archivist
	X	Jane Claytor	Audit Committee
X		Mary Hanson	Bylaws Committee
X		Betty Marshall	Collection Development & WMHSLA
X		Doreen Bradley	Education Committee
	X	Norma Powers	Local Arrangements Committee
X		Barbara Kormelink	Document Delivery Committee
	X	Mary Griswold	Membership Committee
X		Ria Lukes	Nominating Committee
	X	Diane Hummel	Publications Committee
X		Craig Mulder	ad Hoc Committee on Technology for ILL & DD
	X	Marge Kars	ad Hoc Committee on Long Range Planning Achievements
X		Jill VanBuskirk	ad Hoc Committee on Technology Directory
	X	Glenda Evans	MACHIS
	X	Carole Gilbert	MDMLG
	X	Ken Nelson	UPHSLA
	X	Kay Kelly	NMHSLG
X		Doris Blauet	ERHSLA
	X	Ellen Marks	GMR

Guest: Scot McRee

The meeting was called to order by Sandra Swanson at 10:10 am.

President's Remarks: None
Secretary's Report: Minutes approved as corrected.
Treasurer's Report: Report approved.
Archives: Nothing to report
Audit: Nothing to report
Bylaws: Nothing to report

Collection Development:

A letter to members identifying unique titles and asking for notification before cancellation before deselection will be sent.

Conference:

Forever Plaid was canceled. It was suggested that free time be planned instead with sign up sheets for social activities. A social time from 5-6 was also suggested.

Education:

The Quickdoc session was successful. Twenty-three were in the introductory sessions and 24 in the advances. Seven were wait listed.

One scholarship for a Wayne State student was given. Barbara Kormelink moved that 2 member and 1 student scholarship be awarded. Ria Lukes seconded, motion carried.

Document Delivery:

A list of non-paid institutional dues was generated and membership was followed up. Ten have not yet paid, most of no libraries. Barbara Kormelink proposes to delete those institutions.

Membership:

Mailed 142 directories. Members with both personal and institutional membership should have gotten two directories and did not. A second copy will be mailed.

Some of the photos came out, others didn't. A photo directory will be on hold till 1996.

Nominating:

The notice of the slate needs to be mailed by June 12. The final ballot needs to be mailed by August 11. Barbara Kormelink moved that the slate be approved, Doris Blauet seconded, motion carried.

Publication: No report

Research: Nothing to report

Technology for Ill & DD

A list of recommendations were presented. Craig Mulder moved that the recommendations be accepted, Doris Blauet seconded, motion carried.

Long Range: No report
Marketing: No Report

Technology:

Because the information changes by the time a directory is written, paper is not practical. It is recommended that an online form -- web page/discussion list be investigated.

Local groups

MACHIS: Met in Kalamazoo and toured libraries.
MDMDLG: not met
M-MHSL: Will meet 5/25
WMHSLA: Workshop is planned for 6/20. Notices mailed this week. Eileen Dechow is retiring 5/24. Glenda Evans in August. The JOA between Mercy Muskegon and Muskegon General is proceeding as if it will be approved. Butterworth/Blodgett are in discussion together. U of M and St Joseph are talking.
NMHSLG: Kay Kelly is retiring
ERHSLA: Did a focus group with Craig Mulder

GMR: No report

OLD BUSINESS:

There is still a problem with document delivery routing to academic instead of local hospitals. Increases the cost of ILL as a result. It will not be corrected until the next tape run.

A charter flight to Traverse City would cost \$310.

WSU meeting concerning education grant -- two puzzles to work out. The group was unable to so the grant will not be applied for.

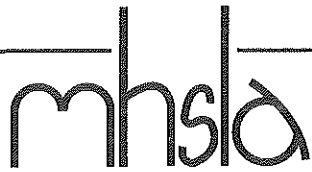
There is strong interest in evaluating CE needs.

Next meeting: August 22, 1995

NEW BUSINESS:

Barb and Leslie moved to work on finding a way of donating materials to a sister library in Africa. Barbara Kormelink moved, Melba Moss seconded, motion carried. Barbara, Scott, Leslie, Betty and Doreen will be the committee.

Doris Blauet moved to adjourn. The motion carried. Meeting adjourned at 12:55pm.



EXECUTIVE BOARD MEETING
TUESDAY, AUGUST 22, 1995
MICHIGAN ATHLETIC CLUB

Affiliated Groups

	P	A		
Eastern Regional Health Sciences Libraries Association				
Metropolitan Detroit Medical Library Group				
Michigan Association of Consumer Health Information Specialists	x		Sandra Swanson	President
Mid-Michigan Health Sciences Libraries		x	Melba Moss	President-Elect
Northern Michigan Health Sciences Libraries Group	x		Judy Barnes	Immediate Past President & Marketing Committee
Upper Peninsula Health Sciences Libraries Consortium	x		Leslie M. Behm	Secretary & Research Committee
Western Michigan Health Sciences Libraries Association	x		Chris Hunt	Treasurer
			Bill Nelson	Archivist
	x		Jane Claytor	Audit Committee
	x		Mary A. Hanson	Bylaws Committee
	x		Betty Marshall	Collection Development & WMHSLA
		x	Doreen Bradley	Education Committee
	x		Norma Powers	Local Arrangements Committee
	x		Barbara Kormelink	Document Delivery Committee
		x	Mary Griswold	Membership Committee
	x		Ria Lukes	Nominating Committee
		x	Diane Hummel	Publications Committee
	x		Craig Mulder	ad Hoc Committee on Technology for ILL & DD
		x	Marge Kars	ad Hoc Committee on Long Range Planning Achievement
		x	Jill VanBuskirk	ad Hoc Committee on Technology Directory
	x		Robin Mosher	MACHIS
		x	Carole Gilbert	MDMLG
		x	Ken Nelson	UPHSLA
		x	Kay Kelly	NMHSLG
		x	Doris Blauet	ERHSLA
	x		Deb Jankowski	M-MHSL
		x	Ellen Marks	GMR

The meeting was called to order at 10:10 a.m. by the President, Sandra Swanson.

Introductions:

Deb Jankowski, the new M-MHSL representative was introduced.

President's Remarks: Sandra attended the MHHA meeting in June on Mackinac Island. The key comment she brought back was that information technology and staffing should be considered an investment not an expense.

Secretary: Report accepted as written.
Treasurer: Report was accepted as presented.
Archives: Nothing to report
Audit: The annual audit will be done 8/22/95.
Bylaws: Nothing to report

Collection Development:

The unique titles letter will go on letterhead and then be copied.

Conference:

Everything is going well. Norma is still working on the special event. There will be a wine tasting trip and then dinner at one of the nicer restaurants in the area. Rental of buses for the evening was approved.

Document Delivery:

The prices for the union list will remain the same. Should see the letter for ordering soon.

Education: No report
Membership: Special thanks to Tom Van Dam for all his work.

Nominating:

One hundred sixty-seven ballots were mailed out, 105 have been mailed back. The Election Committee will include: Doris Blauet, Ria Lukes, and JoAnn Ellis.

Publications: No report
Research: Nothing to report

Technology ILL & DD:

Craig presented the costs for a listserv for MHSLA (\$72.00 per year). The Board approved setting up the listserv. Craig's report also presented several options for providing internet access for membership. GMR is doing a study of internet providers. LSCA funding will be open for access not for building databases. Using MLC for internet access will be looked into further. Providing grants for institutions without internet access to use especially the listserv will be reviewed in further detail in September.

Long Range Planning Achievements:

Report in detail will be included at the Annual meeting. For the most part, we have met many of the goals we set out to accomplish. Recommends a new long range planning committee be implemented.

Marketing: No report

Technology Directory: No report

MACHIS:

There will be a lunch meeting at the conference. Robin will contact attendees for agenda items.

MDMLG: No report

M-MHSL:

Judy Coppola retired. The next meeting will be September 13, with the start of conference planning as the agenda. John Coffey is the new librarian at MSU.

UPHSLA: No report

WMHSLA:

The continuing education course had only 9 attendees. Rosemary Compton and Glenda Evans retired. Glenda's position will be filled by clerical staff. At Borgess, Jennifer Barlow is the new manager. The next meeting will be after the conference.

NMHSLG:

Norma is busy with the conference. There is no further word on the position at Burns Clinic/Northern Michigan Hospital except that Burns Clinic will not be providing any funding for the library.

ERHSLA: Have not meet since last Board meeting

GMR:

Timothy Lammers is the MI representative for the region. Instead of by duty, the region is divided by state for contacts from the various local institutions. Linda Walton is replacing Janice Kelly.

OLD BUSINESS:

Melba moved the idea of a new logo be shelved until 1996, Leslie seconded, motion carried.

Melba stated that the Education Committee will be reminded to do an evaluation form for the conference.

Melba moved that Sparrow Hospital Library be send a copy of the ILL agreement and a letter asking that they adhere to the agreement. A response will be request by the next board meeting. The motion carried.

NEW BUSINESS:

M-MHSL invited the MHSLA to hold the conference for 1996 in East Lansing. The invitation was accepted. The 1996 Annual Educational Conference will be hosted by M-MHSL September 11-13, 1996 at the Mariott in East Lansing, MI.

Meeting adjourned at 1:25 p.m.



Michigan Health Sciences Libraries Association

EXECUTIVE BOARD MEETING
WEDNESDAY, SEPTEMBER 27, 1995
PARK PLACE HOTEL, TRAVERSE CITY

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

AGENDA

President's Remarks:
Secretary's Report:
Treasurer's Report:
Archivist's Report:

Sandra Swanson
Leslie M. Behm
Chris Hunt
Bill Nelson

Committee Reports

Audit:
Bylaws:
Collection Development:
Conference Planning:
Education:
Local Arrangements:
Document Delivery:
Membership:
Nominating:
Publications:
Research:

Jane Claytor
Mary Hanson
Betty Marshall
Melba Moss
Doreen Bradley
Norma Powers
Barbara Kormelink
Mary Griswold
Ria Lukes
Diane Hummel
Leslie M. Behm

Ad Hoc Committee Reports

Technology for ILL & DD:
Long Range Plan Achievements:
Marketing:
Technology Directory:

Craig Mulder
Marge Kars
Judy Barnes
Jill VanBuskirk

Local Group Representative Reports

MACHIS:
MDMLG:
M-MHSL:
UPHSLA:
WMHSLA:
NMHSLG:
ERHSLA:

Robin Mosher
Carole Gilbert
Deb Jankowski
Ken Nelson
Betty Marshall

Doris Blauet

GMR:
Old Business
New Business
Adjournment

Ellen Marks



EXECUTIVE BOARD MEETING
WEDNESDAY, SEPTEMBER 27, 1995
PARK PLACE HOTEL, TRAVERSE CITY, MI

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

P

A

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

x

Sandra Swanson
Melba Moss
Judy Barnes

Leslie M. Behm
Chris Hunt
Bill Nelton

Jane Claytor
Mary Hanson
Betty Marshall
Doreen Bradley
Norma Powers
Barbara Kormelink
Mary Griswold
Ria Lukes
Diane Hummel
Craig Mulder

Marge Kars

Jill VanBuskirk

Deb Jankowski
Robin Mosher
Carole Gilbert
Ken Nelson
Doris Blauet
Ellen Marks

President
President-Elect & Conference Planning
Immediate Past President & Marketing
Committee
Secretary & Research Committee
Treasurer
Archivist
Audit Committee
Bylaws Committee
Collection Development & WMHSLA
Education Committee
Local Arrangements Committee
Document Delivery Committee
Membership Committee
Nominating Committee
Publications Committee
ad Hoc Committee on Technology for U.L.
& DD
ad Hoc Committee on Long Range
Planning Achievements
ad Hoc Committee on Technology
Directory
M-MHSL
MACHIS
MDMLG
UPHSLA
ERHSLA
GMR

Guest:

Laura Friesen-Lynn
Martha Studaker
Deb Adams
Lynda Baker

The meeting was called to order by Sandra Swanson at 7 pm.

President's Remarks: None
Secretary's Report: Minutes approved as corrected.
Treasurer's Report: Report approved.
Archives: See annual report
Audit: Audit was completed and books are in order.
Bylaws: Nothing to report

Collection Development:

The letter to members identifying unique titles and asking for notification before cancellation before deselection will be sent shortly.

Conference:

There will be some door prizes during the special event.

Education:

Alexia Eastabrook and Lucy Marshall received the members scholarships.
Karen Voights received the student scholarship.

Document Delivery:

There was a question of when the letter for ordering the union list will be going out.

Membership:

A sample of the new directory software product was passed out. Doris Blauet moved that the new software be implemented, Chris Hunt approved. The motion carried.

Nominating:

Election results.
President -elect: Deb Adams
Secretary: Laura Friesen-Lynn
Nominating: Martha Studaker, Chair
Judy Barnes
Janet Zimmerman

Publication: Newsletter mailed just prior to conference.

Research: Nothing to report

Technology for Ill & DD

Proposed grant information and application were approved with minor changes. The first round will be for institutions with no access.

Long Range: No report

Marketing: No Report

Technology:

No need for directory, motion to disband the committee carried.

Local groups

MACHIS: No report

MDMDLG: Nothing to report

M-MHSL: David Kedde was laid off and Judy Barnes has been transferred to a new position. A motion was made to send a letter to David commending his years service to the organization, the motion carried.

WMHSLA: Will be meeting 11/7

NMHSLG: Discussions are ongoing about merging with UPHSLA.

ERHSLA: No report

UPHSLA: No report

GMR: No report

OLD BUSINESS:

Document Delivery committee will take up the issue of ILL in regards to Sparrow Hospital Library.

A motion to adjourn was seconded and carried.



EXECUTIVE BOARD MEETING
TUESDAY, NOVEMBER 21, 1995
EAST LANSING MARRIOTT

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

AGENDA

1. Call to order
2. Approval of Minutes
3. Committee Reports

Standing Committees:

Audit

Bylaws

Collection Development

Conference Planning

Education

Local Arrangements

Document Delivery

Marketing

Membership

Nominating

Publications

Research

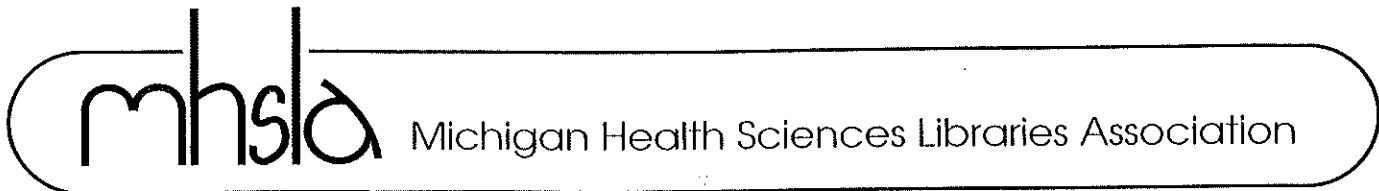
Ad hoc Committees:

Technology for Doc. Delivery and ILL

Long Range Planning

4. Old Business
5. New Business
6. Adjournment

Sec. copy



MHSLSA
 EXECUTIVE BOARD MEETING
 November 21, 1995 - East Lansing Marriott

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

Guest: Mike Simmons

The meeting was called to order by Melba Moss at 10:20.

Approval of Minutes

The minutes were accepted with corrections. A corrected copy of the minutes will be submitted to the Archivist at the next Board meeting.

Committee Reports

AUDIT COMMITTEE: Nothing new to report.

BYLAWS COMMITTEE: Mary Hanson has some additions to make to the bylaws that possibly should have been made before. She will keep us posted.

COLLECTION DEVELOPMENT: No report

CONFERENCE PLANNING: The Education Committee is being put together at present. Robin reported on plans to combine the vendor booths with poster presentations in one big room, and to organize the movement of people around the room so that poster presenters are presenting to discrete groups rather than to an ever-changing flow of onlookers. Norma brought up the fact that it had been previously decided to invite vendors to the conference only every other year, because of low participation at exhibits. But vendors want to be at the Lansing conference because of the central location. A motion was made, seconded and carried to allow each conference planning committee to decide along with the local arrangements committee whether or not to have vendors at each conference.

The dates of the conference are September 11-13, 1996. The CEs being discussed are on HTML, Time management and Re-engineering. It was suggested that a workshop on the changes to Medlars databases be offered. There was discussion on the timing of a Medlars update workshop. A motion was made, seconded and carried to hold a mid-year Medlars update workshop for support staff, with another workshop in the afternoon specifically for professional staff.

Deborah Adams asked for more input on the conference plans from the regional reps. Attendance at the January 16 meeting would be especially helpful.

DOCUMENT DELIVERY: Jane reported that order forms were sent out. She has received 20 orders for print copies and 7 for fiche copies of the union list. We had to pay \$2334.46 for printing this year.

MEMBERSHIP: Mary Griswold reported that Tom Van Dam is going to handle putting the directory together. There was some discussion on the issue of transferring institutional memberships among staff from one institution to save money on conference attendance. It was suggested that the following statement become part of our policy: Institutional memberships may not be transferred for the conference. In addition, the following statement will be included on the registration form, either partially or in its entirety: Each person must register for the conference individually. Each attendee must either be a personal member of MHSLSA or the designated institutional member to receive member's rates.

PUBLICATIONS: Leslie is collecting information for the newsletter and hopes to issue it three times per year. She will include reports from the local regions and of any actions taken by the executive board, a list of current committee chairs, and possibly issues of interest pulled off of Medlib-1. Deadline for the next issue is December 8.

RESEARCH: Linda reported that the project for this year is to look at hospital librarians and how their jobs have changed, to whom they are reporting, and how their salaries compare with information services managers. There are eight committee members and they have met once.

AD HOC COMMITTEE FOR TECHNOLOGY AND DOCUMENT DELIVERY: Craig reported that there are 44 people signed up for the MHSLSA-1 listserv. He has received five applications for the Internet grant money MHSLSA is offering. The projects this committee will be working on this year are Internet promotion, document delivery problems within the state, journal storage and/or electronic access to journals. Tom Van Dam is interested in looking at evaluating document delivery equipment.

There was discussion on the interlibrary loan problem currently being experienced with Sparrow Hospital. A

Jane Clayton, of the Document Delivery Committee
motion was made, seconded and carried for ~~the committee to~~ draft an ILL policy to be presented for discussion and vote at the January meeting.

LONG RANGE PLANNING: Marge recommended via memo that we survey the MHSLA members who did not attend the last conference to find out why they did not attend. A motion was made, seconded and carried to have Leslie send out to the MHSLA membership a postcard survey which basically asks a) Did you attend the conference this year? b) If no, why not? c) What educational programs would you like to see at future conferences? Leslie will also receive returned surveys.

ERHSLA: Met in October to bid Ria Lukes farewell. Ria moved to Kokomo, Indiana.

MDMLG: Met last September. Nothing to report.

M-MHSL: Met two weeks ago. Nothing to report.

NMHSLG: Kay's position at the Burns Clinic has not yet been filled.

UPHSLA: No report.

WMHSLA: No report.

OLD BUSINESS: Melba synopsised Chris's treasurer's report. There are still outstanding bills from the conference, so the balance is actually approximately \$36,000.

Norma stated that there were problems with receiving conference registrations late without the late fee being included. There was discussion on whether it is the registration form that needs to be returned on time or the check (they often come separately), and whether it is the postmark that matters or the actual receipt of the item. No decision was made.

There was discussion on giving a per diem to scholarship recipients. Robin will draft guidelines for scholarship recipients to be brought to the January meeting. A motion was made, seconded and carried to include in the guidelines strong encouragement to scholarship recipients to work in some capacity at the meeting (at the registration table, for example).

A suggestion was made to offer a third scholarship to the membership at large, by lottery. No decision was made.

Melba read the letter she wrote to David Keddle commending him for his years of service.

NEW BUSINESS: Leslie reported finding a contact for sending withdrawn library materials to Uganda relatively inexpensively, as a sister library activity. A motion was made, seconded and carried to budget \$1000 for this project this year.

ANNOUNCEMENTS:

The MISHULS updates are due in July.

GMR is ready to produce a new set of fiche.

A motion to adjourn was seconded and carried at 1:15 p.m.



Michigan Health Sciences Libraries Association

November 21, 1995

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

TO: MHSLA Board
FROM: Ad Hoc Committee on Sister Libraries
RE: Shipping Costs

Barbara Kormelink and I have found a contact for sending materials over to a hospital library in Uganda. The contact is a faculty member in the College of Osteopathic Medicine.

Shipping via M-bag postage is \$.79 per pound. Boxes must be no heavier than 11 pounds (cost \$9.48). Six boxes may be sent per M-bag.

We propose a budget for this year of \$1000.00 which would ship 100 boxes (1100 lbs) of books.

If the project is successful, we will investigate other places in Africa and elsewhere to send materials to as well as other avenues of shipping.

TO: MHSLA Board
FROM: Marge Kars, Chair, Ad Hoc Committee Long Range Planning *JK*
DATE: November 20, 1995
SUBJECT: Report of Committee Activity

I talked to Lynda Baker, chair of the Research Committee about the possibility of including in a membership survey a question that would deal with the changing role of health sciences librarians. This came out of my conversation with Melba after the annual meeting. The Research Committee is developing a survey that will examine the "new environment for Hospital Librarians."

Part of the fourth goal in the Long Range Plan; Provision of a Professional Support System, includes "Opportunities for Meeting and Sharing". Under that heading we said that "Ninety percent of the membership should choose to attend the Annual Meeting." The committee selected that percent as an attainable goal. In 1995, 51% of the membership attended the annual meeting. The Board might want to consider surveying those people who did not attend the meeting to find out why they chose not to attend.

I'd like to recommend for motion that the Board direct the Publications Committee to include an evaluation of the annual meeting in the newsletter. That evaluation could include the list of suggested educational offerings and an opportunity for members to suggest other education programs.