HSLI Board Minutes

June 28, 2013

Minutes Submitted by Miranda Shake

Board members present in Peoria: Linda Feinberg, Roy Jones, Stacey Knight-Davis, Fran Kovach, Daneen Richardson, Miranda Shake and Michael Wold.

Members present on conference call: Eric Edwards, Virginia Gale, Molly Horio, Dianne Olson and Beth Robb

Absent: Rhona Kelley, Joyce Pallinger

Guests: none

Stacey called the meeting to order at 12:15 pm

Review of the agenda, no additions.

Minutes from the November meeting were distributed. Motion made by Fran to approve the minutes, seconded by Michael. Motion carries.

President’s report: Stacey reported some informational items: she has made contact with ILA about a $25 co-membership with HSLI. This has passed through their membership committee but not their executive committee. Stacey has also been in contact with IACRL who are having an open access conference in March of 2014, she would like to see if we can get some MLA credit for that conference.

As of February we have the new video camera available for the membership. 2014 conference-we have no committee formed yet, a call for interest has been placed, if no one wants to take it on we will plan the conference for the Champaign-Urbana area.

Treasurer’s Report: Dianne submitted a report; in summary the checking balance is $24,563.26 however half of that is a very generous donation made by Fran Kovach in honor of her mother.

Past-President : Fran reported she has been working on keeping the consortia information updated on the website to reflect changes. Also been working with Stacey and Dianne to update business, gift and travel policies. In addition to these things Fran has been serving on the 2013 joint Midwest/HSLI conference planning committee.

Archives: Miranda reported that items have been sorted, foldered, boxed and labeled for storage. Finding aids have now been created for each box; storage at the U of I is the next step. Contacting the U of I has been challenging.

When Miranda became secretary she was given a box of items that had been handed down from the previous secretary. In sorting through the items to see if some of it could go to archives, it was discovered that the box contained mostly minutes from past meetings. I will determine which minutes need deposited in the archives and all will be scanned for depositing on our website. This way the minutes will be more searchable in the future. The bylaws state it is not the responsibility of the secretary to keep the minutes, so we will unburden the next secretary of these items.

B-laws: Stacey is ex-officio of all committees so she will be making the by-laws committee report. There is a new member of the bylaws committee, Jean Sadlik from Loyola, she is at ILA today so she couldn’t be here. She has been asked to chair the committee. This yea we are supposed to review the bylaws, however since we don’t have very many members on the committee will likely not make many changes. Stacey wanted to point out two things to see if we want to take action. The first being that the bylaws state the agenda should be distributed to the membership at least four weeks in advance. Stacey want to confirm that everyone is ok with the newsletter and listserv being appropriate avenues for receiving the agenda and any written announcements. Stacey motions that listserv and HSLI newsletter are acceptable form of communications for those two items. Daneen seconds. Motion carries.

The other topic Stacey wanted to mention are the HSLI minutes being posted for public inspection on our website. Technically the minutes are available for anyone to see, since Miranda has them and they are deposited in the archives. However this is more accessibility in theory then accessibility in practice. We would like to make minutes and approved committee reports accessible on the website so the membership can review them at will. We can still password protect the portion of the website that contains the unapproved minutes and committee reports. Once we have approved them we would like to make it possible for the entire HSLI membership to see them. Since we are under the public open meetings act, the public at large would be able to see them as well. We need to be more careful about going into executive session if we are going to speak about something sensitive. Stacey motions to open up our minutes and make them publicly viewable.

Linda asked why we wouldn’t just put them on the password protected section. Stacey agrees we can but reminds everyone she is trying to get in the spirit of the open meetings act. Roy asked how the open meetings act affects a group such as ours. Stacey says that according to our bylaws we should be following the open meetings act. The open meetings act is very long so she did not read the entire thing but did find the section about minutes being available within 10 days of approval.

Beth asked if there are other organizations that have their minutes available publically. Stacey said she has not checked on that. Fran said that SIU School of Medicine has theirs available. Michael seconds the motion, motion carries.

2012 Conference: Final Report. Laura Wimmer hasn’t joined the meeting, Laura did submit a written report. Conference profited $4, 099.

2013 Conference: Roy reported the Midwest Chapter meeting will be held in Peoria at the Embassy Suites, website is up and registrations have begun. Michelle Kraft will be our keynote speaker who runs the Krafty Librarian blog. Plenary speaker will be Sarah Houghton, the Librarian in Black, another popular blog. Both will speak on the digital world, we hope they will complement one another and not repeat. We promoted the meeting at Rochester last year and it was well received, we are centrally located so hopefully we will have a good turnout. The CE’s are Promoting health literacy with easy to read materials by Samanthi Hewakapuge with the GMR and another GMR Holly Ann Burt’s Pubmed & the Evidence-Based Universe. A joint presentation by Jo Dorsch and Nancy Allee titled Planning, Conducting & Publishing Research. Fourth CE is Emerging Technologies by Melisa DeSantis and Gabriel Rios. Lastly Supporting Systematic Reviews: the basics by Janis Glover. The first four will all be on Saturday, 2 in the morning, 2 in the afternoon at the conference center. The last one on Tuesday morning at UIC in Peoria.

There will be a welcome reception Saturday evening at the hotel and a Sunday night reception at the brand new Peoria Riverfront Museum.

Preliminary budget is about $54,000 we expect to spend about $52,000-53,000.

Dianne asked when the program would be posted. Roy could not say when it would be posted, but explained where they were in the process, it may be available by early August.

Michael commented on touring the facility; it was well worth the visit the facility is very nice.

2014 Conference Planning: Stacey reported the 2014 planning committee is in the President’s report.

Consortia purchasing: Virginia reported that OVID has sent out pricing renewals. LWW journals have increased 25% and everything else was close to 5%. Virginia told LWW we could not handle double digit increases next year. We started out at very low pricing, and they are trying to get us up to what others are paying.

Linda commented she received her OVID pricing and she will have to cut items because she can’t handle the increase.

Ebsco wants new members; they have asked for a list of members. Roy mentioned that if they joined, for $10, they would get the pdf of members. A discussion was held about doing a survey monkey so Virginia can have an idea of who among the members is subscribing to what.

Legislative Committee: Eric submitted a written report he summarized each bill for the board. Also stated there was no Illinois Library Day this year. Michael thanked Eric for his emails and updates via the listserv. Michael also mentioned that he and Miranda are on the Delivery Committee for the State Library. Also Illinois Interlibrary Loan code will be rewritten this year that work is being done by another committee. He has met with the chairman of that committee and stressed that urgent and free items for medical libraries are very important.

Listserv Committee: Linda reported we have 125 members and she will work with Roy on discrepancies. There have been 62 posts during the last meeting up to about a week ago. There is a topic breakdown on the written report.

Marketing Committee: Stacey reported that we have a member on the marketing committee, Donald Nagolski. She reports they have not discussed what Donald plans to do; however she would like to see some new marketing materials created and more library school outreach.

Membership Committee: Roy reported we had 118 members in 2012 and 98 in 2013 (as of June 23rd), we have dropped 17%. There are 5 new members, 1 vendor, 2 hospital and 2 academic. By type of library: 47 hospital, 30 academic, 7 special, 1 system, 1 public, 3 vendors, 3 retired, 3 unknown and 3 students.

The membership directory has been updated and given to Stacey.

Midwest Chapter/MLA Liaison: Daneen reported she heard from Representative Nadia Lalla from University of Michigan with Midwest Chapter, just touching base with Daneen.

Newsletter Committee: Beth and Joyce submitted a written report. Beth reported there were 10 posts to the blog since October 2013. Linda asked if the subject line of the blog posts could have more information about the content of the news items. Stacey asked the newsletter committee to once a month write a post soliciting members for “member news“ items. Fran mentioned that we have some new members to HSLI and perhaps we should remind people to the Library Jobs portion of the blog site.

Nominating Committee: Molly reported President-Elect and Secretary are positions we will need this year. President-Elect would serve a one year term; Secretary would serve a 2 year term. We should distribute ballots August 26th to return ballots by September 20th, we could conduct the voting by Survey Monkey. Molly had a question about Survey Monkey discussion was held.

Regional Advisory Committee: Stacey reported that Rhona submitted a written report in November after the RAC met. Stacey had one update to the report which she put in the left margin, in Courier font. Which is that the GMR put out a survey about Electronic Health Records which closed on April 1st and she is not aware of how the survey results will be used.

Starfish Thrower Award: We have an updated Policy for the starfish thrower award so we’ll take care of that at the end with the other policy documents.

Syed Maghrabi Scholarship: Stacey reported there is a request for board action from this committee. The committee is Jerry DeWitt, Miranda Shake and Stacey Knight-Davis. We have been in communication for several months about how to handle the scholarship for Midwest Chapter meeting. Our proposal is that we offer up to 10 scholarships of full registration and $150 to use towards CE’s or hotel. Reimbursement will happen after receipts and newsletter submission. Priority will be given to applicants who have not received another award or funds from another professional body in the past year. Using the $275 registration fee and $150 stipend, if we awarded 10 scholarships that would bring the total award to $4,250 which is very close to the amount of profit from the previous conference.

Discussion was to say the scholarship was for $425 total award to be used for registration, CEs and hotel only. Deadline will be two weeks before early bird registration deadline; then two weeks later we will inform the winners.

Discussion about the requirements of winning the scholarship was held.

Daneen motions to accept Stacey’s proposal, Linda seconds. Motion carries.

Out of that discussion Joyce and Beth will make a short one page guidelines sheet for preparing for the essay for the newsletter. We will also look at previous winners to draft committee assignments and nominations.

Webmaster: Stacey reported the viewership of the website is down, however so is membership. The Midwest pages are on our website, so traffic is up on those pages. Linda had a question about where past meetings have been held, Stacey said there is page on our site, so she’ll add a link to the membership resources page. Stacey also added there has been a design change to accommodate larger and smaller screens.

Old Business: Stacey reported on Open Access; HSLI had sent a survey to gauge interest from hospitals. Where are we with the project? Fran reports that we did not get much support for open access at this time. We will be watching the bill Eric alerted us to, and watching how that progresses. Stacey mentions it may be best if we can help our doctors financially with page fees at this time.

Our donation program: we did get a $50 donation from having the option on the membership form to contribute to HSLI. Still working on a donation page up and running on the website.

New Business: Stacey reported her President’s Report has the full text of the proposal. We are very grateful to Fran for donating $12,000 dollars in her mother’s memory to HSLI last year shortly after the meeting. Stacey’s written report states the scholarship could be named Health Science Librarians of Illinois Helen Knoll Jira Scholarship, which would support graduate education in library science or a closely related field of benefit to the profession of librarianship. We could have up to $240 a year to give away. Stacey was envisioning this scholarship being available to new students starting a library science degree and current members who need money for CE credits. Stacey asks if there are other ideas for the donation. Stacey motions to accept the scholarship proposal, Miranda seconds. Fran abstains. Motion carries.

Dianne will investigate with the bank for setting up a mutual fund or money market.

Regarding Senate bill 1900, in reviewing the text of the bill and taking in consideration the points Paul Blobaum raised, Stacey is considering drafting a letter to Governor Quinn in support of the spirit of the initiative and encouraging him to work with open access efforts but also to keep in mind funding for higher education institutions and being aware of the burden new initiatives like this will put on higher ed.   
Stacey thanks Eric for soliciting the list which caused Paul Blobaum to respond. Stacey will draft a letter to Governor Quinn from HSLI.

Another letter Stacey wanted to get input from HSLI on. Karen Stoner has retired from Decatur Memorial Hospital and it appears DMH has no plans to hire a new librarian. Stacey asks if it is appropriate for HSLI to send a letter to DMH. In discussion it is determined that yes HSLI and possibly the State Library should send a letter to the President or CEO of the hospital. Or perhaps the medical education department, CME director, etc. Linda suggested checking with GMR to see what their Docline status is.

Revised Business Policies: Stacey submitted written policies in the board packet. Stacey has tried to get the policies in better line with what we are doing now. Miranda motions to accept the changes to the policies as written, Fran seconds, motion carries.

Fran motions to adjourn, Michael seconds. Meeting was adjourned at 3:00