

Health Science Librarians of Illinois  
President's Reports  
Summer Board Meeting  
11 September 2019

The 2019 annual conference has remained the focus of presidential duties since January. We have however also selected a venue for the 2020 conference and have a signed contract for September 2<sup>nd</sup> through the 4<sup>th</sup> at the Starved Rock Lodge & Conference Center in Utica, Illinois. Our deposit of \$2925 has been paid and planning for the program will proceed following the 2019 conference.

The board has discussed the impact of the current HSLI travel reimbursement policy on the HSLI budget. While there is every intension that we ensure that the policy is fair, and provides incentive for board members to attend meetings in person; we must also ensure that the policy is sustainable within the confines of our operational budget. Several options are on the table. Further discussion will be followed by a decision hopefully by the end of this year.

As a result of discussions involving the ease with which members are able to make donations to HSLI, Stacy has modified the online renewal form to allow a donation option.

Respectfully submitted,

Royden Jones  
HSLI President

# **Treasurer's Report**

## **September 9, 2019**

**PayPal Balance:** \$1,198.48

**Bank account Balance:** \$13,947.17

**Vanguard Account:** \$38,210.97 (6/20/2019)

### **2019 Annual Meeting:**

**Cost of 2019 Annual Meeting as of 9/5/19:** \$5,671.35

**Registration & Vendor Fees received from 2019 Annual Meeting:** \$10,897

### **Recurring Costs:**

Network Solutions

2019 YTD: \$288.39

Respectively Submitted:

Laura Wimmer, Treasurer

Archives Report  
For September 11, 2019 Board Meeting  
Submitted by Miranda Shake

No board action.

I have been collecting materials for a while now for our next haul to the U of I archives.

~~~~~  
Please submit any archival materials you might have to me. They can be hand delivered at a meeting or mailed to:

Lakeview College of Nursing  
Library  
903 N Logan Ave  
Danville, IL 61832

Please Include:

Bylaws  
Minutes  
Labeled photographs  
Newsletters  
Meeting Places  
Policy/Procedure manuals  
Final Annual Membership Lists  
Committee Reports  
Historical Reports  
Correspondence (not related to program planning)  
Speeches  
Presidential Papers  
Illinois State Council Papers

Do Not Include:

Multiple Copies  
Bills  
Checks or copies of checks  
Accounting Records  
Correspondence related to  
program planning

Health Science Librarians of Illinois

Bylaws September 5, 2019

The Bylaws were reviewed and no changes were made.

Respectfully submitted to the Board,

Jeanne Sadlik, Chair of the Bylaws committee

2019 Conference Planning Update  
For the Board Meeting Sept. 11, 2019  
Prepared by Miranda Shake

Another great conference is upon us, with some excellent speakers and continuing education opportunities. Two of our board members are providing sessions for us, and a local U of I Professor, Lisa Janicke Hinchliffe is our keynote speaker. With all the local talent this year, costs were kept low on hotel rooms and travel reimbursements.

We are continuing our poster sessions and lightning talks this year both of which have been successful. HSLI will also have the treat of visiting the Early Intervention Clearinghouse Library on campus before the reception Thursday.

We have several exhibitors joining us: OVID, NEJM, McGraw Hill, Elsevier, RAILS, NNLM, and Ebsco. Ebsco and OVID have both sponsored a meal.

As in years past this would not have been possible without the hard work of our planning committee.

- Chair: Roy Jones
- Co-Chair: Miranda Shake
- CE: Frances Drone-Silvers and Charlotte Beyer
- Exhibitors: Laura Wimmer and Eric Edwards
- Finance: Laura Wimmer
- Food: Miranda Shake
- Posters: Charlotte Beyer and Linda Feinberg
- Program: Linda Feinberg
- Publicity: Eric Edwards, Peg Burnette and Julie Dietrich
- Reception: Miranda Shake and Roy Jones
- Registration: Cynthia Reynolds and Michelle Quinones
- Silent Auction: Fran Kovach, Ramune Kubilius, Sarah Isaacs
- Speakers: Michelle Nielsen Ott, Julie Dietrich, Ramune Kubilius
- Website: Stacey Knight-Davis
- GMR Liaison: Jacqueline Leskovec

Thank you and hope to see you all in 2020 at Starved Rock State Park.

## Membership Committee Report

*This report is informational only and requires no Board action.*

Submitted by Royden Jones, Committee Chair

September 11, 2019

1. Committee Members: Royden Jones (Chair), Bobby Murphy

2. Current Report – Year to Date:

2018 membership, year end report as of Sep 2nd: 102

2019 membership as of 30 August: 106

Details of the renewal process (based on 2018 membership of 102):

Year to date, we currently have a 103.9% renewal/new member rate (106/102).

We have had 14 new members and potentially have 11 members from 2018 yet to renew.

The 12 of the 14 new members are from academic libraries with 2 from a hospital.

3. Membership Represents the Following Types of Libraries:

Academic – 50

Medical Hospital – 31

Retired w/o affiliation – 8

Special – 8

Student – 2

Unknown – 2

Allied Field (writing) – 1

Consultant – 1

Government – 1

High School – 1

System – 1

Vendors – 0

*We currently have 9 life members.*

4. Membership Directory:

The directory is generated from the Access Database that maintains the membership records. The current revision of the 2019 directory, dated 8/30/19, was sent on 6 September 2019 to the HSLI webmaster for posting to the HSLI Website. This directory contains all renewals received to that date. The 2018 directory will be removed from the website shortly.

The HSLI Directory is password protected (member2019). The password is intended only to lower the risk of unauthorized harvesting of member contact information, not as a comprehensive security device.

The final directory for each membership year is sent to the Chair of the HSLI Archives Committee.

Membership applications are maintained by the membership committee and provided to the HSLI Webmaster for posting to the website. The current revision allows for the purchase of life memberships and the increased fee for vendors.

The ability to pay online with PayPal was incorporated in May 2018, payment by PayPal includes payment of a \$1.00 convenience fee in order for HSLI to maintain its current level of dues revenue.

5. Committee assignments were requested by 10 members in response to the 2019 application. Please see section 1 of the attachment. This does not count committee members continuing with ongoing committee assignments or members volunteering for the conference planning committee in response to the President's request.
6. Contributions to HSLI [501 (c)(3)]

Contributions made through the membership committee, usually at the time of renewal:

6 contributions totaling \$360 (allocated as follows: \$60 to the Syed Maghrabi Scholarship Fund, \$20 to the Helen Knoll Jira Endowment, \$220 to the Poster Fund), \$60 to the General Fund). Please see section 2 of the attachment.

Respectfully submitted,

Royden R. Jones, Committee Chair

Attachment – Section 1 Committee Volunteers; Section 2 Donations

# Attachment: September 11th, 2019 Membership Report

## Section 1 Committee Volunteers

This does not count committee members continuing with ongoing committee assignments or members volunteering for the conference planning committee in response to the President's request.

Evelyn Cunico  
**Conference Planning CE**

Jerry DeWitt  
**Local Arrangements**

Cari Didion  
**Any**

Andrea Fawcett  
**Newsletter Website**

Sue Franzen  
**Conference Program, Newsletter**

Pat Genardo  
**Conference Registration**

Emily Johnson  
**Any**

Laura Marek  
**Archives**

Jonna Peterson  
**Any Committee**

Elizabeth Sterner  
**ListServ Membership Nominating Conference Registration Website**

## Section 2 Donations

|               |                                               |      |
|---------------|-----------------------------------------------|------|
| Jerry De Witt | \$60 total                                    |      |
| 1/1/19        | <i>for the Syed Maghrabi Scholarship Fund</i> | \$20 |
|               | <i>for the Helen Knoll Jira Endowment</i>     | \$20 |
|               | <i>for Poster Support</i>                     | \$20 |

|                 |      |                                               |
|-----------------|------|-----------------------------------------------|
| Ramune Kubilius | \$15 | <i>for the Syed Maghrabi Scholarship Fund</i> |
| 1/2/19          |      |                                               |

|              |       |                       |
|--------------|-------|-----------------------|
| Royden Jones | \$200 | <i>poster support</i> |
| 1/8/19       |       |                       |



|                                  |       |                                               |
|----------------------------------|-------|-----------------------------------------------|
| Frances Drone-Silvers<br>1/27/19 | \$50  | <i>unrestricted use where needed</i>          |
| Victoria Koren<br>7-29-19        | \$25  | <i>for the Syed Maghrabi Scholarship Fund</i> |
| Scott Drone-Silvers<br>8-13-19   | \$10  | <i>for the general fund</i>                   |
| Total year to date               | \$360 |                                               |

## MEMORANDUM

**TO:** HSLI Board

**FROM:** Newsletter Committee (Eric Edwards and Joyce Pallinger)

**SUBJECT:** Report

**DATE:** September 5, 2019

The table below shows the year-by-year number of posts since the introduction of the *HSLI Newsletter* blog in July, 2010. The total number of posts increased annually from 2013 through 2018. Beginning in 2017 the amount of annual increase lessened. A plateau began emerging in 2017. The total annual posts for 2017 and 2018 were slightly over 600. At the time of this report, it is estimated the annual number of posts for 2019 will also reach a little over 600.

| <u>Year (Months if less than a full year)</u> | <u># of Posts</u> |
|-----------------------------------------------|-------------------|
| 2010 (July through December)                  | 21                |
| 2011                                          | 34                |
| 2012                                          | 28                |
| 2013                                          | 37                |
| 2014                                          | 59                |
| 2015                                          | 167               |
| 2016                                          | 491               |
| 2017                                          | 611               |
| 2018                                          | 616               |
| 2019 (January 1 through August 31)            | 424               |

Analysis of the indexing was not done for this reporting period. It is planned for the next report from the Newsletter Committee in 2020. It is likely usage of categories has remained similar usage reported in June 2019.

Posts were authored and/or published primarily by Co-editor and Newsletter Committee member Eric Edwards. Publishing rights remain available to other HSLI Board members, and the Committee will publish on behalf of others. In continued support of communication and collaboration with IACRL, the Committee shared the information contained in *Newsletter* blog posts with the IACRL listserv, and also with regional and national discussion lists (GMR, MLA, ACRL, etc.) when appropriate.

The established process for publication and promotion has continued to be reliable. To estimate the amount of HSLI members who use the *HSLI Newsletter*, the ways members access the content, and if content meets their information needs, the editors opened an online survey from June 11, 2019 through June 28, 2019. Results and analysis are in the printed slides attached to this report. The number of completed surveys represented approximately 41% of the membership (44 of 108) at the time of the survey. The *Newsletter* editors look forward to formulating a plan for sharing the results with the members and enacting some of the opportunities suggested by the survey results.

Respectfully submitted,  
Eric Edwards  
Joyce Pallinger



# *HSLI Newsletter Survey 2019* Results Report

Survey Period: June 11, 2019 through June 28, 2019

Participants: HSLI Members

# Results Summary and Analysis

## Results Summary

- 108 members at time of survey
- 44 surveys were completed
  - *Newsletter* editors did not participate
- Comments
  - 8 collected through the optional selection under each of questions 1 through 5
  - 13 through optional question 6 for final comments

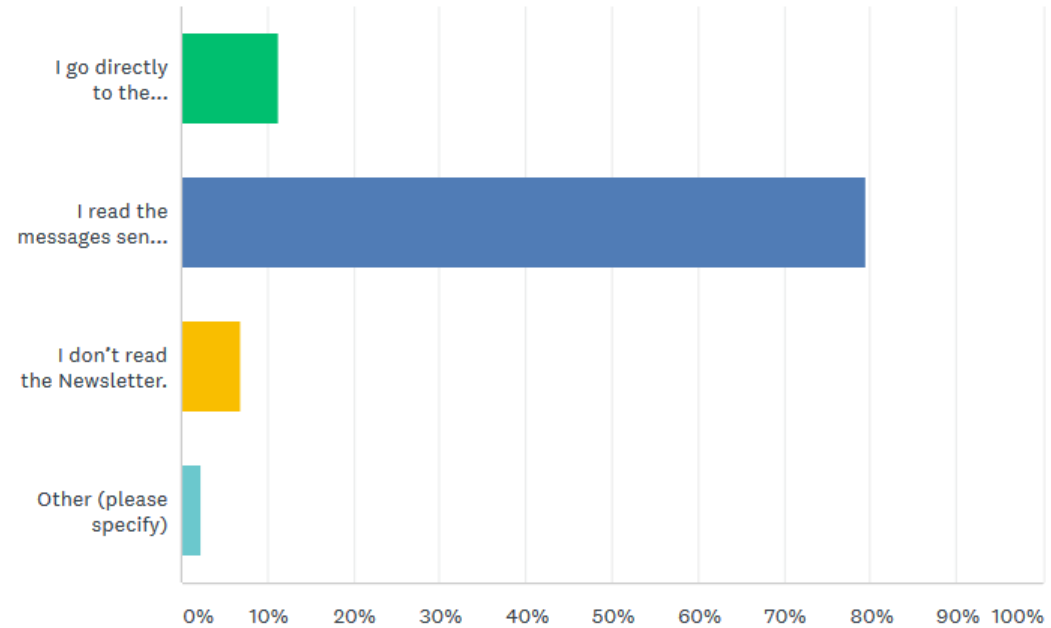
## Analysis

- 3 of the 21 comments stated no knowledge of the *Newsletter*
- Reader access typically by reading messages sent to the HSLI discussion list that contain the links to new posts in the *Newsletter*. (80%)
- The home page is the most used page (90%)
- Preferred frequency for the e-mail messages, sent to the HSLI discussion list, that contain the links to new posts in the *Newsletter* the current frequency weekly (61%), or twice monthly (35%).
- 45% and 36% of readers experience benefit from the “time-sensitive” e-mail messages sent to the HSLI discussion list that alert people to a last-minute opportunity rarely or sometimes, respectively. 2 of 21 comments were about low utility of time sensitive emails because are same-day or passed deadlines.
- 60 to 95% of the respondent find HSLI organization or member news, other organization news, and legislative updates helpful.

# Opportunities

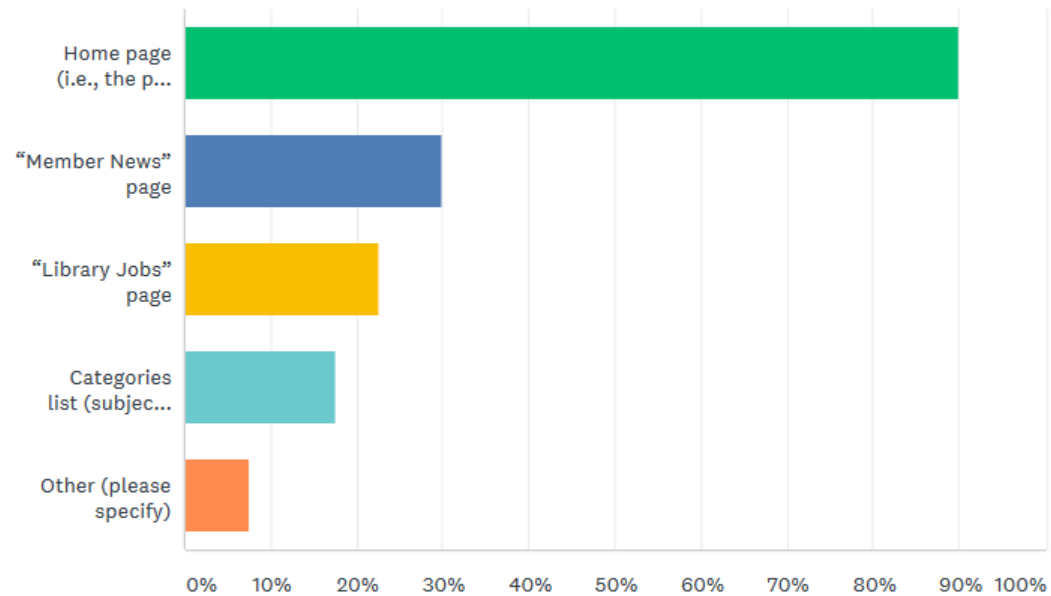
- Promote the *Newsletter*
  - At the HSLI Annual Conference 2019, display at the poster session or a poster at the poster session. For example, the display could include results of this survey, and/or promote similarly at future HSLI conferences
  - Add the results report slide set to the members section of the HSLI website
- Modify frequency of e-mail Alerts
  - Possibly, during news lulls (e.g., summer months, holiday seasons) reduce frequency of e-mail messages, sent to the HSLI discussion list from weekly to twice monthly. The frequency variations would be under the discretion of the editor(s).
- Revise selection criteria and timing for the “time-sensitive” e-mail alerts to the discussion list
  - Type of message - Define types events are in scope (e.g., deadlines not announced in an earlier post, pop-up or last-minute events not announced in an earlier event)
  - Advanced notification to editor(s) – To be accepted, the submission request must be sent to the *Newsletter* editor(s) with-in 48 hours of the deadline/event to be announce.
  - Timing of the e-mail alert message – E-mail alert to be sent the day before the deadline, not the same day.

# Q1: Which statement best describes how you usually access the *Newsletter* content?



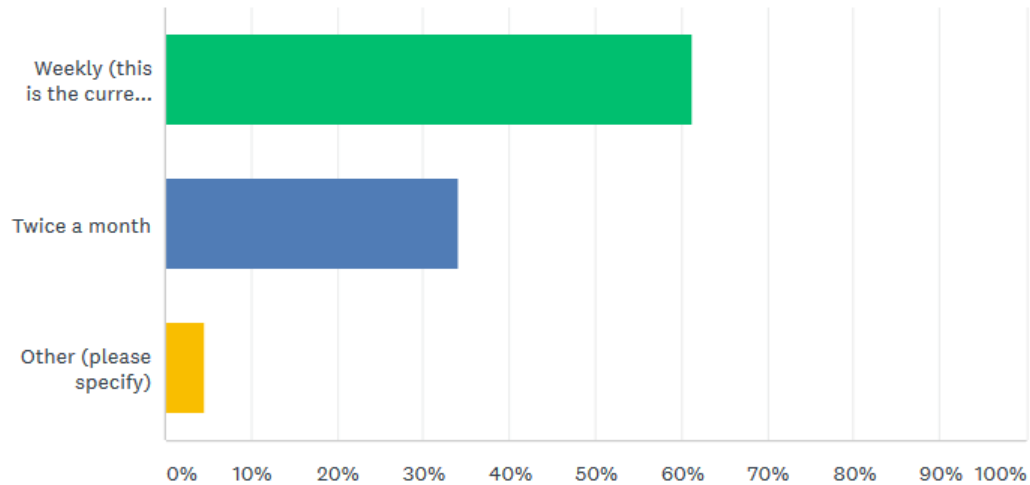
| ANSWER CHOICES                                                                                                | RESPONSES         |
|---------------------------------------------------------------------------------------------------------------|-------------------|
| ▼ I go directly to the Newsletter page.                                                                       | 11.36% 5          |
| ▼ I read the messages sent to the HSLI discussion list that contain the links to new posts in the Newsletter. | 79.55% 35         |
| ▼ I don't read the Newsletter.                                                                                | 6.82% 3           |
| ▼ Other (please specify)                                                                                      | Responses 2.27% 1 |
| <b>TOTAL</b>                                                                                                  | <b>44</b>         |

## Q2: Please indicate which pages or other features of the *Newsletter* you use. Select all that apply.



| ANSWER CHOICES                                                                                                                        | RESPONSES         |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| ▼ Home page (i.e., the page with the posts), either directly or via the links in the messages sent to the HSLI e-mail discussion list | 90.00% 36         |
| ▼ "Member News" page                                                                                                                  | 30.00% 12         |
| ▼ "Library Jobs" page                                                                                                                 | 22.50% 9          |
| ▼ Categories list (subject indexing and links to similar news posts)                                                                  | 17.50% 7          |
| ▼ Other (please specify)                                                                                                              | Responses 7.50% 3 |
| <b>Total Respondents: 40</b>                                                                                                          |                   |

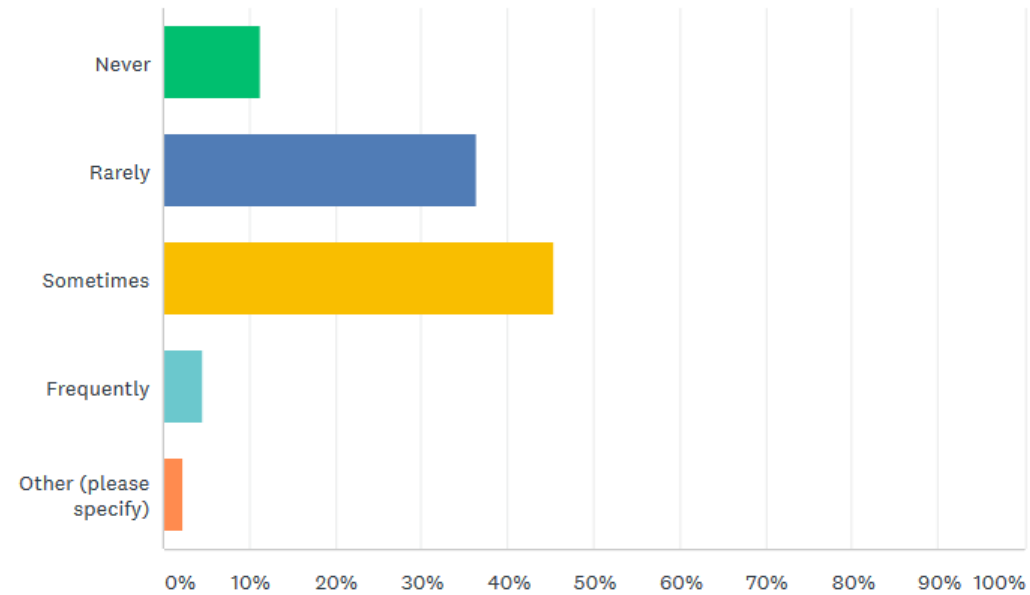
### Q3: What frequency do you prefer for the e-mail messages, sent to the HSLI discussion list, that contain the links to new posts in the *Newsletter*?



| ANSWER CHOICES                           | RESPONSES         |
|------------------------------------------|-------------------|
| ▼ Weekly (this is the current frequency) | 61.36% 27         |
| ▼ Twice a month                          | 34.09% 15         |
| ▼ Other (please specify)                 | Responses 4.55% 2 |
| <b>TOTAL</b>                             | <b>44</b>         |

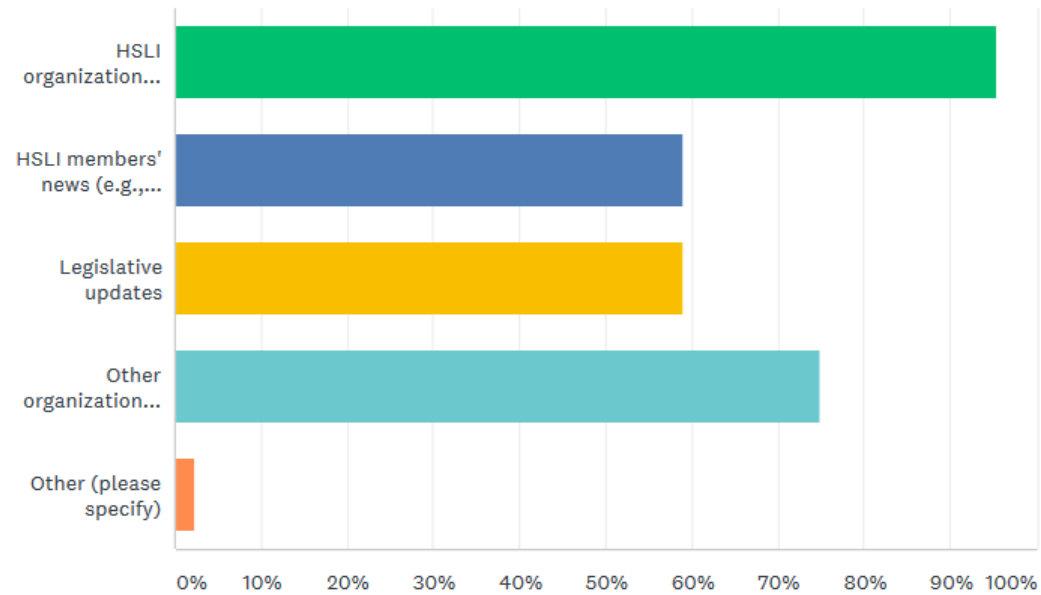


Q4: How often have you benefited from the “time-sensitive” e-mail messages sent to the HSLI discussion list that alert people to a last-minute opportunity? For example, did the time-sensitive alert help you meet a deadline, or take advantage of an opportunity, that you may have missed, otherwise?



| ANSWER CHOICES           | RESPONSES         |
|--------------------------|-------------------|
| ▼ Never                  | 11.36% 5          |
| ▼ Rarely                 | 36.36% 16         |
| ▼ Sometimes              | 45.45% 20         |
| ▼ Frequently             | 4.55% 2           |
| ▼ Other (please specify) | Responses 2.27% 1 |
| <b>TOTAL</b>             | <b>44</b>         |

## Q5: What kind of news to do you find helpful? Select all that apply.



| ANSWER CHOICES                                                                                           | RESPONSES         |
|----------------------------------------------------------------------------------------------------------|-------------------|
| ▼ HSLI organization events                                                                               | 95.45% 42         |
| ▼ HSLI members' news (e.g., professional awards or recognition)                                          | 59.09% 26         |
| ▼ Legislative updates                                                                                    | 59.09% 26         |
| ▼ Other organizations' news (i.e., events such as CE and meetings relevant to health science librarians) | 75.00% 33         |
| ▼ Other (please specify)                                                                                 | Responses 2.27% 1 |
| <b>Total Respondents: 44</b>                                                                             |                   |

## Q1 through Q5: Comments

**Q1: Which statement best describes how you usually access the *Newsletter* content?**

- Sorry, I didn't realize you had one. Not sure if you meant the blog?

**Q2: Please indicate which pages or other features of the *Newsletter* you use. Select all that apply.**

- Federal and State Legislative News
- All are skimmed. I focus on any of these, depending on the content for any particular issue.
- I didn't know there was a newsletter

**Q3: What frequency do you prefer for the e-mail messages, sent to the HSLI discussion list, that contain the links to new posts in the *Newsletter*?**

- A lengthier email twice a month would probably be fine, with one-off extras for time-sensitive news.
- I don't remember getting emails about a newsletter

**Q4: How often have you benefited from the “time-sensitive” e-mail messages sent to the HSLI discussion list that alert people to a last-minute opportunity? For example, did the time-sensitive alert help you meet a deadline, or take advantage of an opportunity, that you may have missed, otherwise?**

- Taking advantage of a last-minute opportunity - or an opportunity that we may have known about earlier but that we had not responded to yet because of current time considerations or other reasons is welcome, so time-sensitive e-mail messages [sic] are important.

**Q5: What kind of news do you find helpful? Select all that apply.**

- Emails requesting ideas or help. I learn a lot from the intellectual conglomerate

**Q6: In the space below, please share any other comments, suggestions, or questions you might have about the *Newsletter*.**

1. I am new to this and have not used it as I should. I am interested and appreciate it but need more time to become familiar with all it has to offer.
2. ok
3. I rely on it for news. Thanks to everybody who compiles and works on it!
4. Keeping each posting concise is appreciated.
5. I thoroughly enjoy the Facebook posts by the HSLI account as well. Very well selected, and I find myself reading most.
6. The *HSLI Newsletter* is a great place to share news with members and with persons who may be thinking about becoming members. The editors are doing a terrific job of including a lot of information on Federal and State information, on Trends in our field, and on announcements from member educational institutes. Is there any interest or possibility for us to request that WordPress provide a template design for brief blog-length feature articles on trends, as well as, practical instruction approaches? A design template with newsletter columns might be an idea worth exploring, if that is possible financially and if member time considerations might allow this approach. The current content is reliable in both detail and breadth, so this is very useful to readers. Are there different formats that WordPress might suggest? - Thanks for this member survey.
7. Thanks for keeping us updated and "connected" this way!
8. I'm not a huge fan of the blog format, but it seems to work fine.
9. I think people work hard on the *Newsletter* and they should know that it is appreciated, if not always useful. IOW, I appreciate the effort, but at times the info is not relevant.
10. I especially like reading about CE opportunities, about HSLI member news, and about Illinois library news. I subscribe to the job postings from RAILS, but I suppose that not all health science library job opportunities go to RAILS. I'm not interested in conference proposals or non-health science out of state events. Eric does a great job of keeping us updated on the newsletter. I like having the updates pushed via email. I probably wouldn't take the time to visit the HSLI web site on a regular basis.
- 11. The time sensitive emails usually contain information about events that are on the day of the email or have already passed. Not as useful as they could be.**
12. I find the legislative updates helpful.
- 13. I didn't even know there was a newsletter beyond the listserve [sic] links. I have kind of stopped taking them seriously because by the time I see them so many of them have already happened or the deadline has passed.**



































## Syed Maghrabi Scholarship

Prepared for the board by Miranda Shake

Sept. 11, 2019

The Syed Maghrabi Scholarship committee consists of myself, Laura Wimmer as Treasurer, Stacey Knight-Davis and Jerry DeWitt.

We had one applicant for the scholarship this time; her name is Elizabeth (Betsy) Sterner from Governors State University. She was awarded the scholarship in August and was very grateful.

Ramune Kubilius, Fran Kovach and Sarah Isaacs will be working on the Silent Auction that helps us fund the Syed Maghrabi Scholarship each year. They have reported over 30 items for this years conference. A big Thank You to that subcommittees work.

No board action at this time.