

Midwest Chapter

Medical Library Association

Fall Board Meeting

September 27, 2002

Radisson Metrodome, Minneapolis, Minnesota

1.0 CALL TO ORDER

James Lander

J. Lander called the meeting to order at 1:10 pm

2.0 INTRODUCTIONS AND OPENING REMARKS

James Lander

Lander welcomed board members, committee chairs and representatives then following along with past practice asked them each to introduce themselves and to tell some news about themselves their institutions or happenings around the state.

3.0 PARLIAMENTARIAN'S REPORT

Donna Barbour-Talley

D. Barbour-Talley established that a quorum was present for the meeting.

4.0 REVIEW AND APPROVAL OF MINUTES

Sandra Martin

Minutes of the spring Board meeting, March 22, 2002 were approved as corrected.

5.0 OFFICERS' REPORTS

5.1 Immediate Past President

Billie Broaddus

Written report submitted. No action required

5.2 President

James Lander

Written report submitted. No action required

5.3 President-Elect

Kellie Kaneshiro

Written report submitted. No action required

5.4 Treasurer

Chris Shaffer

Written report submitted. No action required

5.6 Membership

Sheryl Stevens

Written report submitted. No action required

5.7 Representatives at Large

5.7.1 Pat Grundke

Written report submitted. Informational only

5.7.2 Sharon Kambeitz

Written report submitted. Informational only

5.7.3 Vicki Killion

Written report submitted. Informational only

5.7.4 Patricia Martin

Written report submitted. Informational only

5.7.5 Carol Scherrer

Written report submitted. Informational only

5.7.6 Allan Barclay

Written report submitted. Informational only

5.7.7 Leeila Bina

Written report submitted. Informational only

5.7.8 Nancy O'Brien

Written report submitted. Informational only

5.7.9 Lorna Springston

Written report submitted. Informational only

5.8 MLA Chapter Council Representatives

Barbara Knight

B. Knight reviewed notable activity from the MLA winter 2002 board meeting. It included:

- Availability of a website for the Informationist Task Force. Both the website and a resource list are found on MLANet.
- Approval of modifications to McClure award for Excellence
- Creation of list of 10 most useful consumer health websites
- Approve participation with ALA to advocate better salaries for librarians and library workers
- Collaborate with ALA in development of a occupation toolkit for health science librarianship
- Approval of extension of student membership periods.
- Title change from Consumer Health Certificate to Consumer Health Specialization
- High interest in activity surrounding recruitment of 21st century librarian.

5.8.1 Alternate Chapter Council Representative

Pam Rees

Written report submitted. Informational only

6.0 REPORTS OF STANDING COMMITTEES

6.1 Annual Meetings

Phyllis Nathan

P. Nathan provided board members an overview of upcoming meetings.

6.2 Archives

Lora Gault

L. Gault reminded members to send 3 copies of reports to the Archives.

Action: L. Gault will arrange for archival copies of chapter website. Charniel McDaniel at the region is the contact.

Action: Chapter officers and chairs should address archival materials to University of Illinois not to Purdue. The correct address is:

MC/MLA Archives

C/o Library of the health Sciences

Special Collections Department

University of Illinois at Chicago

1750 West Polk Street, M/C 763

Chicago, IL 60612

6.3 Audit

Rick Brewer

R. Brewer reported annual activity. He assured that records of former treasurer, Peggy Richwine, reflected the financial condition of the Chapter.

Written report submitted. No action required.

6.4 Awards

Cindy Cline

C. Cline reported an award of a \$500 scholarship to Cara Sparks, a student in the School of library science at the University of Kentucky.

6.5 Education

Rebecca Woolbert

Report distributed. No action required.

6.6 Finance

Chris Shaffer

C. Shaffer reported results of committee investigation of a chapter credit card. Implementation required that committee members revise and/or formalize some of the Chapters existing policies and procedures. The committee also worked to bring existing forms in line with recommended practices.

Action: Approved Banking policy.

Action: Approved Bill Payment Policy and payment procedures

Action: Approved changes to Payment Request Form

Action: Committee will make policies and revised forms available on Chapter website.

6.7 Governmental Relations

Carole S. Gall

Written report submitted. No action required.

6.8 Membership

Sheryl Stevens

Written report submitted. No action required.

6.9 Nominations

Peggy Richwine

P. Richwine reported committee activity and results of annual election. Of the 415 ballots distributed 189 were returned. The results were: 1) President Elect, Melinda Orebaugh, 2) Membership Secretary, Bette Sydelko, and 3) Representatives at Large Karen Anderson, Doreen Bradley, Vicki Killion, Eileen Stanley, and Sunny Worel.

Following announcement of the results from the general election Peggy conducted the election for candidates to the MLA Nominating Committee. The results were: Dave Boilard, potential candidate and Jo Dorsch, alternate potential candidate.

7.0 REPORTS OF AD HOC COMMITTEES AND TASK FORCES

7.1 AHIP Liaison

Lisa McCormick

No Report.

7.2 Benchmarking Educator

Jill VanBuskirk

No Report.

7.3 Bylaws

Carole Gilbert

C. Gilbert reported that having presented bylaws changes to the Board at the Spring meeting and having mailed the revisions to the general membership the work of the committee was complete and motioned dismissal of the committee.

Action: approved dismissal of the Ad Hoc Bylaws Committee at the end of the annual business meeting.

7.4 Electronic Communications

Barbarie Hill

Membership on the Electronic Communications, which will take on the new name of Technology Committee following the Business Meeting, has been dwindling. Regrettably, two members were forced to offer their resignation because of pressing commitments. As a result the committee was unable to respond to the charge to investigate mounting membership information on the chapter site.

Action: K. Kaneshiro will make a special effort to solicit members for the Electronic Communications Committee.

7.5 Membership Expansion

Sharon Kambeitz

S. Kambeitz reported the committee activities and reviewed its recommendations to: 1) explore the interest and value of promoting membership to non-health science librarians; and 2) explore opportunities to partner with other agencies and associations. The board discussed plans to continue work of the committee including coordinating efforts with the membership secretary and using members of her membership committee to assist in investigating these issues.

Action: K. Kaneshiro will work with both outgoing membership secretary, Sheryl Stevens and incoming secretary, Betty Sydelko to coordinate efforts with membership expansion team.

8.0 REPORTS OF CONFERENCE COORDINATORS

8.1 Minneapolis 2002

Sherry Anderson & Della Shupe

Conference coordinators reported preliminary statistics on the conference. 20 vendors attended filling the designated spaces

8.2 Indianapolis 2003

Felicia A. Young

F. Young reported that the logo for the conference theme Information at the Crossroads has been developed. Planners are seeking speakers. The fall Board meeting is scheduled for September 19. CE will take place on Saturday and Tuesday. Felicia asked Board members to be sure to fill out the CE survey in conference packets and return them to the Indianapolis booth in the exhibit area.

8.3 Springfield 2004

Karen Douglas

K. Douglas reported that planning is well underway with the assignment of committees and appointment of committee chairs. The local arrangements committee has a signed contract with the Springfield Renaissance the site for the October conference. Dates are October 8-12, 2003.

9.0 OLD BUSINESS

9.1 Library Research

Carole Gilbert

The Board talked current activity and ways to encourage research within the Chapter. C. Gilbert led the discussion with examples from her experiences in Michigan. Two areas in which members would like to encourage research are consumer health and hospital libraries/librarianship. Members discussed how best to identify papers or posters with research focuses that are submitted for the annual conference to encourage further development. The Board also discussed the concept of a Research mentorship. Collaboration between the Awards and Education committees will be important in bringing about these initiatives.

Action: Education will investigate and promote the research-mentoring concept.

Action: Awards Committee will investigate development of recognition awards for research. A report to the board detailing activity and plans for fall, 2003 implementation will be presented at the spring, 2003 Board meeting.

9.2 Sponsored Lecture

James Lander

J. Lander explained that the search for a chair to spearhead this activity is ongoing.

10.0 NEW BUSINESS

10.1 Website

Chris Shaffer / James Lander

Board members agreed that all committee charges should be posted on the Chapter website.

Action: Committee chairs will locate existing charge and forward to K. Kaneshiro. Kellie will determine further action.

10.2 Ad Hoc Bylaws Committee

Carole Gilbert / James Lander

J. Lander accepted with thanks the committee's motion to disband.

Action: approved motion to disband Ad Hoc Bylaws Committee.

10.3 Fall, 2003 Business Meeting

James Lander

J. Lander reviewed the agenda and plans for the annual business meeting scheduled for September 29, 2002. He announced that MLA officers Beverly Bradley and Ruth Holst would be in attendance as well as GMR staff.

10.4 Schools of Library and Information Science

James Lander

J. Lander led discussion of current Chapter efforts to promote librarianship and Chapter membership among the schools. Members discussed current recruitment materials. Board members recommended that the representatives at large could be handed the responsibility.

Action: Membership Committee will create and distribute membership packets

Action: K. Kaneshiro will assign the representatives at large the charge of establishing contacts and promoting Chapter membership among regional schools of library and information science.

10.5 Request for 2004 meeting support

Karen Douglas

K. Douglas asked for a \$500 grant to support conference-planning activities. The committee can also request a loan from the Chapter of up to \$1,000.

Action: Board approved \$500 grant.

11.0 REVIEW OF ACTION ITEMS

Sandra Martin

S. Martin reviewed all action statements

12.0 ANNOUNCEMENTS

K. Kaneshiro announced that the spring, 2003 Board meeting is scheduled for March 7, 2003. Once again the meeting will be held at the Radisson Hotel in downtown Chicago.

J. Lander encouraged members to attend the MLA strategic planning forum scheduled for 7:30 am Sunday, September 29, 2003.

Respectfully submitted

Sandra I. Martin, Secretary

