

Present: Dina McKelvy, Andy Dzaugis, Linda Kaczmarczyk, Nathan Norris, Janet Cowen, Sally Gore, Sue Warthman, Mary Ann Slocomb, Len Levin, Lynn Sette, Javier Crespo, Jim Craig, Marilyn Pitman, Claire LaForce, Valori Banfi, Hongjie Wang, Kathy Stemmer-Frumento, Margo Colletti, Alison Clapp, Ellen Brassil, Shirley Gronholm.

Approval of the minutes – minutes accepted

Topic/Committee	Person Responsible	Status/Discussion	Action
<b>Brainstorming/Planning Session</b>		Dina spoke about the Chapter Planning Grid	
<b>NAHSL/MLA Relations Promoting the chapter to MLA members and MLA to our chapter members.</b>		<p>Dina reported on MLA members that are not chapter members. There are over 100.</p> <p>Valori thought it would be helpful to get the names and email addresses for promotion.</p> <p>Len thought this would be a chapter council issue.</p> <p>Margo questioned whether NAHSL activities would be of interest to corporate MLA members. May have to restructure our programming.</p> <p>Look at the list to see who these individuals are. Andy suggested we expand not necessarily restructure.</p> <p>Alison mentioned MAHSLIN struggled with this issue.</p> <p>Kathy suggested talking to Academic directors to encourage staff to belong.</p> <p>Jim mentioned staffing and travel issues play into attendance at meetings.</p> <p>Dina would like to foster chapter members to</p>	Dina will work with Valori and state reps to review lists to see if there is a pattern. Consider adjusting programming.

Topic/Committee	Person Responsible	Status/Discussion	Action
		<p>become involved in MLA. Javier, Tovah, Margo, Kathy are involved in MLA. Could there be an open forum on this topic? Set up a table at conference – meet your local MLA leaders.</p> <p>Create a page on website of local MLA leaders.</p> <p>Margo suggested a button or label on badge at conference to identify leaders.</p> <p>Alison suggested an interview with leaders for the blog.</p> <p>Dina suggested maybe a CE to help with research or publishing.</p> <p>Kathy suggested a partnership with hospital librarian and academic librarian to help in publishing.</p> <p>Valori suggested having a list of people that are writers – a page on the website?</p> <p>Sally's institution has a system in place that may be able to help in moving from poster to article. Could be a CE.</p>	<p>Dina will bring up again at next board meeting in April.</p>
<p><b>Emerging trends in HSL</b>  <b>Building on NAHSL innovations.</b>  <b>Try to make changes more</b></p>		<p>Dina suggested interviewing people involved in innovative projects for the blog.</p>	

Topic/Committee	Person Responsible	Status/Discussion	Action
<b>concrete.</b>		<p>Margo suggested that trends in healthcare/hospitals need to become our trends. Teaching plain language skills.</p> <p>Maybe an email message instead of using the blog or make it part of the programming. (Lightning presentations)</p> <p>Andy suggested a spring CE.</p> <p>Should best practices be promoted? Libsuccess.org – best practices wiki. Can we contribute?</p> <p>Javier mentioned the RAC groups are working on some of the issues we discussed. He would like the issues to be inclusive not just under the aegis of the RML.</p>	
<b>Improved communications</b>		<p>Sally suggested we make a commitment to post to blog etc. for better communication.</p> <p>Suggest having all of the sources of communication together. Maybe a LibGuide.</p> <p>Proposed bylaws change for online voting.</p> <p>Dina wondered about the Conference wiki (PB wiki) – what to do with it now? Google docs? LibGuide?</p> <p>Dina brought up the MegaMeeting. Limitations – can use among many people. Thinking not for regular meetings.</p> <p>Can do either business meeting or issues meeting in a 2-hour block. Cannot use for longer period of time.</p>	<p>Margo, Nathan, and Sally will work on a LibGuide. Will also explore as a central place for NAHSL board documents to share and conference planning for the April meeting.</p> <p>Could there be a Majors Innovative Award?</p> <p>Dina and Marilyn will work on the proposal for a fall vote.</p>

Topic/Committee	Person Responsible	Status/Discussion	Action
		<p>Margo felt 2 hours would be too short especially for reports.</p> <p>Dina thought a short discussion might work for a web meeting instead of phone.</p> <p>Andy thought if we could do a community instead of individual e.g. state communities gathered for the meeting. Dina has reservations.</p> <p>Jim suggested a pilot to give it a try. Should we try for April?</p>	<p>Dina is going to reconsider and bring it up for the April meeting. The April meeting will be live.</p>
<p><b>Reconsideration of activities</b>  <b>Conference taskforce report</b>  <b>Using NAHSL resources to benefit the profession.</b></p>		<p>Conference task force recommendations – how to we proceed? Bylaws and manual changes? What do we want to implement from the taskforce report?</p> <p>Margo suggested Len send out for vote to executive board list.</p> <p>What other ways can we use our resources to benefit the profession?</p> <p>Consider buying LibGuides for NAHSL.</p> <p>Scholarship fund for library students? Could then be a liaison?</p>	<p>Taskforce members (Dina, Len, Janene, Janet, Tovah, Judy) will pull out the key points. Dina will put on agenda for subsequent meetings. We need to prioritize. Separate out the NASHL issues and the conference issues.</p>

Topic/Committee	Person Responsible	Status/Discussion	Action
		<p>How much?  One course?  Is this a taskforce?  Fund attendance at the NAHSL conference?  Some type of focused internship?</p> <p>Nathan suggested we fund an innovation?</p> <p>Mary Ann – innovation award – Jay Daly award for innovation</p> <p>Fund research?</p> <p>MAHSLIN will have a Jay Daly award.</p> <p>Could have a place holder in the budget.</p>	Dina will investigate scholarship fund or grant or fund for professional development?
<b>Officer's Reports</b>			
<b>Chair</b>	<b>Dina McKelvy</b>	See report	
<b>Treasurer</b>	<b>Linda Kaczmarczyk</b>	<p>See report</p> <p>Dina raised issue of Continuing Education budget? Alison and Nathan reported the funding was adequate.  Janet raised issue of the funding for Chapter Council rep. is not adequate.</p> <p>Sally raised issue of funding for marketing if the logo is changed.</p> <p>Professional development.  Recommended \$500.00 per quarter.</p>	<p>It will be raised to \$700.00.</p> <p>\$2,500 recommended for the new logo.</p> <p>Hongjie recommended the line item be increased to cover scholarship for non-NAHSL, non-MLA activities. Recommended</p>

<b>Topic/Committee</b>	<b>Person Responsible</b>	<b>Status/Discussion</b>	<b>Action</b>
		Mini-grants to fund innovative technology. Vote needed to add line item? Dina suggested \$2,000. Discussion supported this figure. Dina initiated vote. Approved.	increase to \$9,000.  Technology to be increased to \$1,000.  \$2,000 will be allotted for innovation grant.
<b>Past-Chair /Nominating</b>	<b>Andy Dzaugis</b>	This is a non-nominating year except for conference chair. But we will also need to elect a Nominee to the MLA Nominating Committee.	
<b>Chair-Elect/Conference Chair '10</b>	<b>Susan Warthman</b>	Slogan changed slightly See report  Barbara Davis is concerned with travel expenses for speakers. Exhibitor fees –if vendor sponsored program See below (Chapter Council)	
<b>Conference Chair-Elect 2011</b>	<b>Kathy Stemmer-Frumento</b>	NY/NJ would like to have joint meeting. Recommended NAHSL sponsors the conference and ask them to attend. Tentative meeting location – Mystic, CT Charlie Greenberg will co-chair.	
<b>Chapter Council</b>	<b>Janet Cowen</b>	Question – do we agree to offer MLA non-profit rate for table at the NAHSL conference? Dina states we do not have a two-tiered exhibitor rate.  Reimbursing travel expenses for conference speakers – call it a speakers fee? See report	We only have 1 rate.       Dina will check on the terminology. Janet will check with Rob and get back to us.
<b>Committee Reports</b>			
<b>Government Relations</b>	<b>Margo Colletti</b>	See report	
<b>Archives</b>	<b>Jim Craig</b>	See report	
<b>Bylaws</b>	<b>Marilyn Pitman</b>	See report Marilyn distributed the Executive Board Handbook.	Send changes to Marilyn. Read through the 1 <sup>st</sup> three pages.
<b>Education/CE</b>	<b>Alison Clapp</b>	See report. Group meeting in January.	Committee will welcome

<b>Topic/Committee</b>	<b>Person Responsible</b>	<b>Status/Discussion</b>	<b>Action</b>
	<b>Nathan Norris</b>	Reported good evaluations from the conference.	suggestions for a clinical CE
<b>Electronic Communication</b>	<b>Sally Gore</b>	See report Dina asked about assistance for Sally for committee work Question about updating the members list on the NAHSL website	Sally let Dina know if you need assistance  Recommendations – one list current members and other past members.
<b>Marketing</b>	<b>Mary Ellen Bowen</b>	No report	Dina will follow-up with Mary Ellen.
<b>Membership</b>	<b>Valori Banfi</b>	See report from Penny. 2009 membership hit 200 members. Valori will ask that membership applications be sent to her home address c/o NAHSL due to mail delivery issues.	
<b>Professional Development</b>	<b>Hongjie Wang</b>	Hongjie will work out details of the increase in the budget. Executive board committee members are also eligible, but if they apply to an award, they should withdraw from the evaluation process for that particular award to avoid conflict of interest.	
<b>Liaisons &amp; Representatives</b>			
<b>Benchmarking</b>	<b>Shirley Gronholm</b>	See report. The Benchmarking Network Editorial Board was officially disbanded.	Shirley will remain on the board for now.
<b>Credentialing</b>	<b>Joan Yanicke</b>	No report	
<b>NNLM/NER</b>	<b>Javier Crespo</b>	March 25 – Nursing Symposium in Shrewsbury coming up. Funded projects: Kids to College project Funding a library research project Video production project in New Haven. Using small personal devices in teaching project	
<b>Old Business</b>	<b>Dina</b>	Discussed this morning	
<b>New Logo</b>	<b>Dina</b>		Dina will talk to Mary Ellen and

<b>Topic/Committee</b>	<b>Person Responsible</b>	<b>Status/Discussion</b>	<b>Action</b>
			get back to board.
<b>ARIHSL</b>	<b>Mary Ann Slocomb</b>	Barbara Davis – article in National Network – Small state great aspirations. See report  February – Library Advocacy Week in RI See report	
<b>CAHSL</b>	<b>Ellen Brassil</b>	See report	
<b>HSL NH/VT</b>	<b>Claire LaForce</b>	See report	
<b>HSLIC</b>	<b>Megan McNichol</b>	Announced at fall meeting on Nov. 3 – Go Local in Maine See report	
<b>MAHSLIN</b>	<b>Sally Gore</b>	Annual Meeting – May 7, 2010 with the title Be the Change	
<b>Future Meetings</b>			March 5, 2010 Weather event date March 12, 2010
			June 4, 2010 September 10, 2010 December 3, 2010 Weather event date Dec. 10, 2010 October 24-26 NAHSL in RI



**NAHSL Executive Board  
Chair's Report  
December 11, 2009**

Board update: Valori Banfi has agreed to be membership chair, and Hongjie Wang will remain as Professional Development chair.

The conference planning committee reports have been sent to Susan Warthman. We've tallied the finances and we appear to have made a profit. The CPC has discussed the wiki we used while planning the conference, and what to do with it now. We could archive it or invite other CPCs to use it.

I came up with issues to explore with the board in the coming year. It has been posted to the listserv and the blog. No comments from the membership so far.

Respectfully Submitted,  
Dina McKelvy, AHIP  
NAHSL Chair

## Account Balances - As of 12/9/2009

As of 12/9/2009

12/9/2009

Account	12/9/2009 Balance
<b>Bank Accounts</b>	
NAHSL-CD (Linda)	5,495.41
NAHSL-Checking (Linda)	29,060.88
NAHSL-Savings (Linda)	64,237.15
<b>TOTAL Bank Accounts</b>	<b>98,793.44</b>
<b>OVERALL TOTAL</b>	<b>98,793.44</b>

12/9/2009

## Income/Expense by Category - YTD

1/1/2009 through 12/9/2009

Category Description	1/1/2009- 12/9/2009	OVERALL TOTAL
<b>INCOME</b>		
ANNUAL MEETING INCOME (2009)	58,600.00	58,600.00
CONTINUING EDUCATION INCOME	5,787.79	5,787.79
INTEREST INCOME- BANK	732.56	732.56
MEMBERSHIP 2009	5,820.10	5,820.10
Membership 2010	60.00	60.00
PROFESSIONAL DEVELOPMENT INCOME	2,058.25	2,058.25
Scholarship 2009	25.00	25.00
<b>TOTAL INCOME</b>	<b>73,083.70</b>	<b>73,083.70</b>
<b>EXPENSES</b>		
ANNUAL MEETING EXPENSE (2009)	37,939.11	37,939.11
ANNUAL MEETING EXPENSE (2010)	1,430.86	1,430.86
ARCHIVES EXPENSE	175.00	175.00
CHAPTER COUNCIL EXPENSE	218.33	218.33
CONTINUING EDUCATION EXPENSE	10,392.19	10,392.19
CONTRIBUTIONS & DONATIONS	276.00	276.00
EXECUTIVE BOARD EXPENSE	5,508.68	5,508.68
MEMBERSHIP EXPENSE	24.00	24.00
OFFICE EXPENSE	116.13	116.13
PROFESSIONAL DEVELOPMENT EXPENSE	3,930.00	3,930.00
TREASURY EXPENSE	290.72	290.72
<b>TOTAL EXPENSES</b>	<b>60,301.02</b>	<b>60,301.02</b>
<b>OVERALL TOTAL</b>	<b>12,782.68</b>	<b>12,782.68</b>

# Budget-to-Actuals

Last Updated December 9, 2009

EXPENSE	BUDGET'09	ACTUALS'09	BUDGET'08	
Archives Expense	175.00	175.00	150.00	
Chapter Council Expense	500.00	218.33	500.00	
Continuing Education Expense	11,000.00	10,392.19	11,000.00	
Contributions & Donations	90.00	276.00	90.00	
Executive Board Expense	7,350.00	5,508.68	7,259.00	
a.) Food	1,500.00	1,146.17	1,500.00	
b.) Travel	5,500.00	3,288.43	5,314.00	
c.) Other (Incorporation, Insurance, etc.)	350.00	1,075.08	445.00	
Government Relations	450.00	0.00	450.00	
Marketing Expense	150.00	0.00	150.00	
Membership Expense	0.00	24.00	0.00	
Office Expense	100.00	116.13	100.00	
Professional Development Expense	7,000.00	3,930.00	9,000.00	
a.) Awards: MLA Conference	2,350.00	1,260.00	4,350.00	
b.) Awards: NAHSL Annual Meeting	4,500.00	2,520.00	4,500.00	
c.) Scholarship Table Expense	150.00	150.00	150.00	
d.) Other Expense	0.00	0.00	0.00	
Technology Expense	0.00	0.00	0.00	
Treasury Expense	250.00	290.72	499.35	
Expense SUBTOTALS	27,065.00	20,931.05	29,198.35	

INCOME	BUDGET'09	ACTUALS'09	BUDGET'08	
Bank Interest	1,200.00	732.56	3,000.00	
Continuing Education Income	7,000.00	5,787.79	6,100.00	
Membership Income	6,120.00	5,880.10	6,120.00	
PD Income (Scholarship Table)	1,400.00	2,083.25	1,400.00	
Income SUBTOTALS	15,720.00	14,483.70	16,620.00	

Budget-to-Actuals TOTALS	-11,345.00	-6,447.35	-12,578.35	
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Notes:

2 members prepaid 2010

Proposed Budget 2010					
Expenses	Budget '09		Actual'09		Budget '10
Archives Expense	175	175	150	175	
Chapter Council Expenses	500	218.33	500	500	
Continuing Education Expense	11,000	10,392.19	6,330	11,000	
Contributions & Donations	90	276	90	90	
Executive Board Expenses	7350	5,508.68	6,101.64	7350	
Food	1500	1145.17	1141.15	1500	
Travel	5500	3288.43	4515.49	5500	
Other	350	1,075.08	445	350	
Government Relations	450	0.00	448.93	450	
Marketing Expense	150	0.00	150.00	150	
Membership Expense	0	24.00	0.00	30	
Professional Development Expense	7000	3,930.00	5,700	7000	
Awards:MLA Conference	2350	1260	3170	2350	
Awards: NAHSL Annual Mt Meeting	4500	2520	2380	4500	
Scholarship Table	150	150	150	150	
Other Expenses	0	0	0	0	
Technology Expense	0	0	0	0	
Treasury Expense	250	291	561	250	
Office Expense	100	116.13	130	130	
Expense Subtotals	27065	20931.05	20161.09	27125	
<b>INCOME</b>					
Bank Interest	1200	732.56	1484.63	700	
Continuing Education Income	7000	5787.79	7385	6000	
Membership Income	6120	5880.1	6737.88	6000	
PD Income (Scholarship table)	1400	2083.25	1577	1400	
Income Subtotals	15720	14483.7	17184.51	14100	
Budget -to-Actuals TOTALS	-11345	-6447.35	-2976.58	-13025	

**REPORT to NAHSL Executive Board for 12/11/09:**

1. **The NAHSL 2010 Conference, 10/24/2010-10/26/2010 in RI, to be held at the Newport Marriott, Newport, RI.** The slogan has been slightly revised to, “Libraries in Balance, Preserving Our Roots, Growing Our Future.”
2. The 2010 Planning Committee last met on 9/16/09. The October and December meetings were cancelled.
3. Six of the 2010 Conference Planning Committee (CPC) members attended the 2009 annual conference and the 2009/2010 transition luncheon. Sue shared her notes of this luncheon with the 2010 CPC.
4. All of the 2009 CPC reports have been submitted to, distributed to and reviewed by the 2010 CPC, except the financials.
5. Sue is obtaining estimates and prices from five AV companies.
6. Penny Glassman has updated our web page. The NAHSL 2010 annual conference is now listed on the NAHSL home page under the Professional Development tab, listed under Meetings. She has updated the Scholarship tab, Local Attractions tab and Conference Events tab. Please take look when you have a moment. <http://www.nahsl.org/2010/index.html>

Respectfully Submitted,

Susan Warthman, Chair NAHSL 2010 Annual Conference  
Regina Swanson, Co-Chair NAHSL 2010 Annual Conference  
12/9/09sw

## Chapter Council Report

December 11, 2009

Report from Paula Raimondo, Chapter Council Chair – from the most recent MLA Board meeting:

- I've been asked to remind everyone about the MegaMeetings Service. MLA has made its virtual meeting platform available to MLA units. Here's a link for more information (it's behind the "members only" section on MLANET): <http://mlanet.org/members/wsa/megameet.html>
- Connie Schardt, MLA President, asks that all MLA chapters add a link from their websites to the Connections blog on MLANET. This link would provide members with additional information and perhaps encourage more posting on the blog. (Thanks Sally, for making the links on the NAHSL sites)
- The Board voted to dissolve the Benchmarking Editorial Board, but there will be additional efforts at benchmarking in the near future.
- We also discussed scheduling and getting funding for the Chapter Council Roundtable Luncheon; chapter support for students, and charges for MLA to exhibit at chapter meetings (see below).

Two Chapter Council items to be discussed:

- Paula has asked for Chapter feedback on the following:

At the moment, MLA pays the same fee to exhibit at chapter meetings as vendors that represent profit-making companies. What do you think about asking your chapter meeting planners to charge MLA at a non-profit rate? Please respond, whether you agree or disagree with the proposal.

- Robb Mackes, Chapter Council Secretary, and representative from the Mid-Atlantic Chapter says:

I recently attended a library management seminar and one of the issues that was discussed was payment of independent contractors (i.e. speakers). The way our chapter (NY/NJ) and our state association has handled this since the beginning of time is that we would pay the speaker a stipend (speaker fee, honorarium, whatever you want to call it) and reimburse travel and other related out of pocket expenses. If the speaker was paid more than \$600, a 1099 was issued at the end of the year.

This is, apparently, against tax and labor laws. Because the speaker is not an employee, we are not allowed to reimburse travel expenses. Travel expenses are something that, by law, can only be reimbursed to employees. What I learned is that, when we negotiate a fee with a speaker, the speaker needs to include all expenses in the fee that he or she quotes. In other words, if I am being paid to speak at a NY/NJ chapter function, I need to be comfortable that the fee I quote will cover my speakers fee and my travel and other expenses. Then, when I do my taxes for that year, I need to report the amount shown on the 1099 as income, and then deduct all of my related expenses in a separate section. (I'm sure I don't have the letter of the law correct here, but I do have the gist.)

Before we discuss this formally with our board, I wanted to poll other chapters to see if this has come up for any of you and find out what procedures you follow with regard to payment of speakers.

Respectfully submitted,  
Janet Cowen, CC Representative  
Len Levin, CC Alternate



**Government Relations Committee  
Report to NAHSL Executive Board  
12/11/09**

1. **NAHSL '09 Open Forum**: At the 2009 NAHSL conference, Margo Coletti led a discussion of the NN/LM's requirements for full membership and Docline participation. The requirements proposed were: (a) MLS in supervisory role, (b) 20 hour/week minimum staff and (c) willingness to lend. A lively discussion of the pros and cons ensued and ended without a recommendation.
2. **Hospital Library Advocacy**: The Hospital Library Subcommittee of the region's RAC met at the November conference to work on a model for hospital librarianship that is more adaptable and "future-proof" than what is currently in place in most hospitals. The committee has begun work on a model based on "knowledge transfer."
3. **National Legislation**:
  - a. The Affordable Healthcare for America Act was passed by the US House of Representatives in November. The Senate is proposing an alternate bill which would replace the "public option" with a non-profit plan operated by private insurers.
  - b. The Governor of Massachusetts is considering closing the MA State Library (see updates on: <http://mastatelibrary.blogspot.com/>). Petitions are circulating in Massachusetts. An announcement was made in MAHSLIN-L.
  - c. A cut in 2010 funding for the EPA library is being monitored by MLA, LLA, and SLA to see that none of the reduction is taken from the amount requested to restore and maintain the Agency's library system. (This is a directive from the Bill's conference agreement.)
  - d. MLA has signed two letters:
    - i. One letter concerns the need for transparency and openness in discussions of an international anti-counterfeiting trade agreement.
    - ii. The other letter is in support of the reauthorization of the USA Patriot Act. The 2009 Patriot Act reauthorization would protect the privacy of library users by raising the standard for Section 215, the so-called "library provision."
4. **Scholarly Communications**: The Google Book Settlement has implications for all librarians. Two sites that that explain and explore the settlement and what it means for us are:
  - a. *Google Books Settlement: What Does It Mean For Libraries?* (MLA)  
([http://www.mlanet.org/government/gov\\_pdf/2009\\_october\\_google\\_books.pdf](http://www.mlanet.org/government/gov_pdf/2009_october_google_books.pdf))

b. Google Book Settlement (ALA) (<http://wo.ala.org/gbs/>)

Respectfully Submitted,

| Margo Coletti, AMLS, AHIP

Chair, Government Relations Committee

NAHSL Executive Board Meeting  
December 11, 2009

Archives Committee Report

At this year's annual meeting, I was able to get two copies of the program materials, which will go to the archives. I was unable to get the third copy for the Medical Library Association. One of the registrars said she didn't know about this need and would pass it along to the Rhode Island Committee.

A former board member and a current one each provided material to be added to the archives.

The chair, Electronic Communications Committee and I hope to work together to improve collecting materials for the archives .

Respectfully submitted,  
James L. Craig  
Chair, Archives Committee

NAHSL EXECUTIVE BOARD  
Bylaws Committee Report  
December 11, 2009

A proposed Bylaws change to change NAHSL's name was defeated at the NAHSL Conference and Annual Business Meeting.

Building on the work of past Bylaws committees, format revisions and some language revisions to the policies and procedures for NAHSL are completed, subject to a few additional changes to be made prior to submission for Executive Board approval. The changes should make the manual easy to use and easy to update. Changes include:

1. A change of name from "Policies and Procedures" to "Executive Board Handbook" to more clearly reflect its nature and use;
2. Removal of section numbers for easier updating;
3. Additional consistency and improved identification of headings and subheadings;
4. Incorporation of the Duties, Responsibilities, and Relationships under the subheading of Duties, adapting language to include Responsibilities and Relationships;
5. A separate page for each position description so that it may be easily provided to potential candidates for the position;
6. Removal of duplications;
7. Addition of a separate font for quoted text from other sources;
8. Where appropriate, the listing of duties in chronological order;
9. Other minor changes.

Copies of the manual will be passed out at the meeting. I seek the input of everyone on the Executive Board. I ask you to review the manual, with special attention to areas with which you are most familiar, and get back to me with suggestions. Thank you for your help with this over the past year and for your continued support.

Respectfully submitted,  
Marilyn Pitman  
Chair, Bylaws Committee

Committee Members:  
Deborah Clark  
Mark Gentry  
Lynda Grayson

**EDUCATION COMMITTEE REPORT**  
**NAHSL EXECUTIVE BOARD**  
**December 11, 2009**

COMMITTEE MEMBERS

Cynthia Arnold (ME)  
Mary-Ellen Bowen (CT)  
Alison Clapp (Co-Chair, MA)  
Anne Connor (NH/VT)  
Lauri Fennell (NNLM/NER)  
Patricia Gorman (RI)  
Anne-Marie Kaminsky (Liaison for NAHSL Innovations - CT)  
Nathan Norris (Co-Chair, MA)

The Education Committee met during NAHSL 2009 in Rockport, ME. Agenda items included the 2009 CE classes just completed, the spring 2009 stem cell program held at UMass, the MLA webcast, (see below) and the NAHSL Innovations program. We welcomed Mary-Ellen Bowen as a new member to our committee.

NAHSL 2009 CE COURSES

The registration count reflects the registration lists prior to the courses. There were several day-of registrations.

1. Better Design and Delivery of Professional Education (12 registrants) - Instructor: Pat Wagner
2. Copyright: From Basics to the Digital Age (11 registrants) - Instructor: Arlene Bielefield
3. Strategic Planning During Economic Uncertainty (6 registrants) - Instructor: Pat Wagner
4. Knowledge Transfer: Moving from Best Evidence to Best Practice (17 registrants) - Instructor: Ellen Detlefsen
5. Understanding Usage Statistics and Using Them as a Decision-Making Tool (6 registrants) - Instructor: Nisa Bakkalbasi

In spite of a lower registration this year, attendees' comments were universally positive. We are still waiting for expense forms from two instructors – otherwise all expenses have been submitted to the treasurer.

MLA WEBCAST: CUT THE CORD: CONNECTING TO OUR MOBILE USERS (November 18, 2009)

NAHSL sponsored this program in Massachusetts and Rhode Island. We participated in the program in Mass. (sponsored by MAHSLIN and including a lively wrap-around session) and felt that the program was very worthwhile.

NER RAC EDUCATION SUB-COMMITTEE

The co-chairs and several NAHSL Education Committee members are part of the sub-committee which has met twice: the first during the NAHSL Annual Meeting and the second an online meeting in Dec.

UPCOMING COMMITTEE MEETING

Friday, January 15, 2010 Shrewsbury, MA

NAHSL 2010 Annual Meeting CE courses and a possible spring 2010 program will be discussed.

Respectfully submitted,

Alison Clapp & Nathan Norris, NAHSL Education Co-Chairs

NAHSL EXECUTIVE BOARD  
Electronic Communications Committee Report  
December 11, 2009

### NAHSL Website

Some minor changes to the website occurred during the past months, including a link to MLA's Connections blog, updates to the Executive Board membership list, and a link to the 2010 conference website. Sally is working with Jim Craig to coordinate better organization and collection of archives via the website. Stay tuned.

### NAHSL Blog

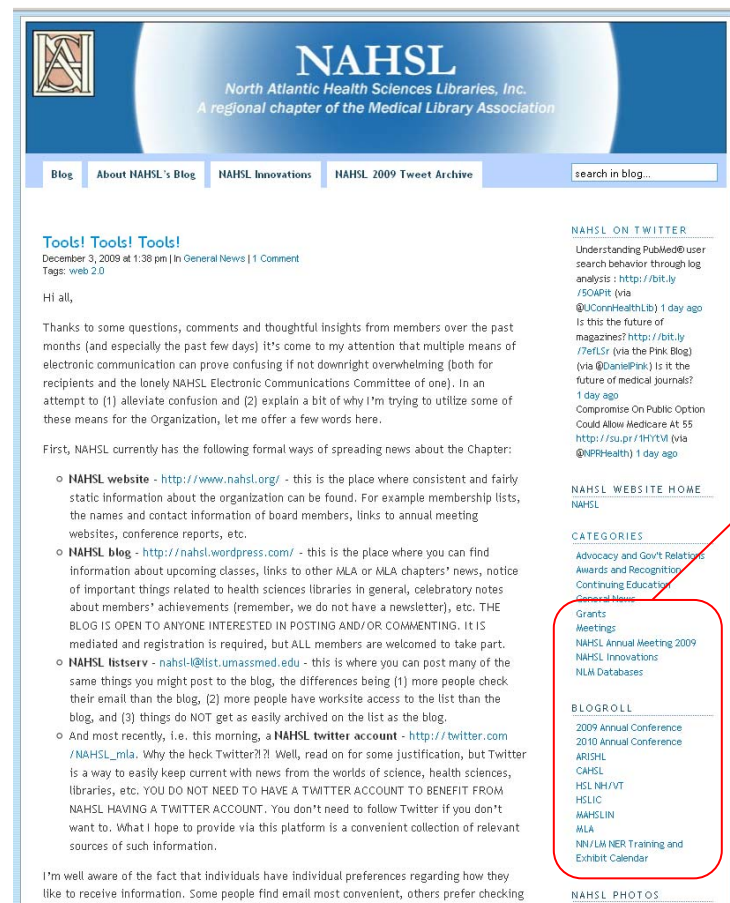
Guest bloggers, Ed Donald and Margo Coletti, helped capture the flavor and content of the Annual Meeting through insightful posts and nice photos placed on the NAHSL blog. Additionally, the Meeting was "tweeted" via Twitter and all "tweets" were subsequently collected and archived on a dedicated page of the blog.

A Twitter account has been established to follow relevant online sources of information and to share interesting news items with the membership. A feed from NAHSL\_mla ([http://twitter.com/NAHSL\\_mla](http://twitter.com/NAHSL_mla)) has been placed on the blog to better integrate the two sources on information.

As a means of both education and promotion, Sally posted an outline of the current modes of electronic communication being used by NAHSL. This announcement was placed on the listserv and the blog. We continue to try different tools and options for better electronic communication with and amongst membership. Several ideas for how to merge all of our different communication outlets into a centralized location are currently being explored.

### NAHSL Innovations

The EC Committee continues to work with the Education and Marketing



Committees, to both solicit and announce NAHSL Innovations.

Respectfully submitted,  
Sally Gore  
Chair, Electronic Communications Committee

### NAHSL Membership Report for December 2009

One member renewed right before the NAHSL meeting bringing membership to 200 members. This is still 28 members less than 2008. Below is the breakdown by state.

State	2009 Members	2008 Members	2007 Members	2006 Members	2005 Members
Connecticut	41	49	46	47	55
Massachusetts	80	96	94	93	96
Maine	29	23	21	21	21
New Hampshire	13	18	22	17	16
Rhode Island	19	20	18	16	18
Vermont	15	17	17	17	14
Louisiana*	1	1	0	0	0
New Jersey*	0	0	1	0	0
New York*	1	2	1	0	0
Pennsylvania*	1	2	2	3	2
<b>Total</b>	<b>200</b>	<b>228</b>	<b>222</b>	<b>214</b>	<b>222</b>

As mentioned in the membership prepared for the NAHSL conference, there are several possible reasons for the reduction in membership: 1) the economy...organizations and individuals are reducing spending; 2) closing of hospital libraries; and 3) NAHSL conference in “smaller” states for next couple of years.

It has been a pleasure serving as NAHSL membership chair for so many years.

Respectfully submitted,

Penny Glassman



I have attempted to collect all the available information about the Association Management System (AMS). I have included below the last email received from Kate Corcoran and the full text of the 3 postings to the MLA Connections Blog that talked about the new AMS. Kate Corcoran did not know what other chapters have done with the Benchmarking Liaison position; however, as far as she knew everyone was still on the Benchmarking listserv.

**Email from Kate Corcoran 12/2/09**

At the November Board meeting, the Benchmarking Network Editorial Board (BNEB) was officially disbanded. Michelle (Brewer) did provide a very interesting and thoughtful white paper that the Board will address in the future, looking at how to best identify and collect data that will assist librarians in obtaining meaningful outcomes measures. I believe they intend to look at that issue in the Spring.

Since we just recently conducted the benchmarking survey, we would not officially be issuing it again until 2011. Once we have other aspects of the new association management system in place and operating well, we definitely do intend to use it as a data collection mechanism for library/institutional data. The new system offers the option of "dimensional" data collection; i.e., it can collect the same data elements over time and offer comparisons. What data we will collect will be the question that needs to be answered ahead of time.

**MLA Connections Blog: Posted by Kate Corcoran 8/6/09**

MLA's association management system (AMS) is moving to the web! MLA's current system, which went live in April 1996, was one of the first Windows-based systems on the market. As the web has come into dominant use for member communication and service, however, staff have struggled to provide web-based benefits from a system not directly connected to the Internet. MLA's new AMS will be entirely web-based, allowing MLA to provide more services that members have requested and to streamline headquarters operations.

Process

MLA selected the new system, AssociationAnywhere® by ACGI Software®, in February 2009. Since then, MLA and ACGI's staff have worked to match MLA business processes and member needs with the new AMS. The first step, an overarching "Statement of Work," mapped out more than 700 requirements to map existing processes to new ones. The Statement of Work also allowed us to see which processes work with the AssociationAnywhere base product (most) and which would require major or minor customization. MLA and ACGI staff also jointly set the schedule for system implementation.

### Implementation

In Spring 2009, MLA and ACGI set an ambitious nine-month implementation schedule. Beginning in July, ACGI is conducting a series of onsite “boot camps” and telephone and web-based workshops to train MLA staff in setting up system parameters, converting current system data, and streamlining internal processes. Activities are managed with an online issue tracking system, and system documentation is readily available to staff via an ACGI customer wiki. Once system set-up is complete, staff will convert member data three times: first, to ensure all output data files are properly formatted to move data into the new AMS in an easy and repeatable fashion; second, to ensure full data population for staff end-user training; and third, to “go live.” MLA has tentatively scheduled the “go live” date in November 2009.

### What to Expect

In general, MLA’s new AMS will allow members a much wider view of their MLA membership and history, including section memberships, committee activity, history of purchases, event attendance, and profile information. Staff will be adding new profile and communication fields, allowing members to share instant messaging addresses, professional blog addresses, multiple email addresses, expertise areas, and more. Internally, staff will be able to eliminate duplicate data entry to streamline payment processing, produce the online directory, and fill online store orders more quickly (including immediate delivery of e-publications), to name a few.

Although there is much work ahead, staff are excited to be moving to a secure, hosted, adaptable system that can grow as member and staff needs grow. Future posts, from staff and MLANET Editorial Board members, will look at specific aspects of the system, especially what members can expect come November! We appreciate any comments, questions, and suggestions as we move forward.

**MLA Connections Blog:** Posted by **Dean Hendrix**, University at Buffalo Health Sciences Library, MLANET Editorial Board 9/16/09

How you interact with MLANET will change in the near future. MLA is in the process of implementing AssociationAnywhere, a Web-based association management system that will enhance services for MLA members and streamline work flows for MLA staff. Currently, MLA staff members are working diligently to bring the new and improved MLANET online by the start of 2010.

In this article, I will highlight a few of the customization features the new AMS will bring to MLANET.

### Custom MLANET passwords

One of the most requested improvements will be the ability to customize MLANET user names and passwords. The days of asking “Is my password TDS00992, TGS00882 or (insert droid name here)?” will be over, and you can begin using your pet/child/birthday/mother’s maiden name as a password. And just in case you forget your pet/child/birthday/mother’s maiden name, an automated “forgot my password” feature is also available. I think all MLA members agree that this is a good feature, but to MLA Staff this is a great feature!

### Member Profiles

Within MLANET, members will be able to set up fairly detailed online profiles, if they choose. In addition to the standard contact information that appears in the current MLA directory, several new fields will be added to members' profiles. For example, to enhance interaction across various applications, members will be able to share their job titles, IM handles, personal and professional websites, and social networking profiles. Members will also have the option to upload a photo to their profile.

The new AMS will offer members a view into their MLA history. From MLANET, members will be able to view the length of their membership, committee activity, section involvement, awards, and annual meeting attendance.

### Institutional Profiles

MLA's member institutions will also have many of the same customization features individual members will enjoy. MLA staff envision these eventual profiles as silos of rich institutional data (employees, constituents, collections, fiscal information) which could serve as a potential source of benchmarking data. A future article will explore the new responsibilities of the "official voting representative" in maintaining an institutional profile.

The MLANET Editorial Board and the MLA staff welcome your feedback on how we can make MLANET the best it can be!

**MLA Connections Blog:** Institutional Memberships posted by **Vicki Harden**, MLIS, AHIP, MLANET Editorial Board  
10/26/09

In MLA's new Association Management System (AMS), representatives authorized by an institution to serve as the designated voting representative will be even more closely aligned with the institution's record and benefits. In order for an institutional member to conduct any online activity, the institution **MUST** have a designated representative.

This representative now has the authority to:

- pay an institution's membership and section dues online
- change the institution's contact information or update other aspects of the institution's record online
- provide additional information, such as a separate mailing address for JMLA or MLA News mailings, or a separate email address for the MLA Exchange

In the future, as the AMS allows MLA to expand services that can be offered online, the institutional representative will be able to add or update such future enhancements as benchmarking or institutional demographic data.

This close alignment is termed "inherited membership" in the new system and enables MLA to identify the appropriate person that should:

- vote in MLA elections
- serve on MLA committees or be eligible for national, section, or chapter elected office
- receive publications and email communications (or opt-out of same) on behalf of the institution

As in the past, an institutional membership, unlike a personal membership, belongs to the institution. If the institutional representative changes, the rights and privileges of institutional membership pass to the new representative.

**IMPORTANT:** for the new AMS website and MLANET members-only area, institutions will no longer have separate online

login information, but will use the login credentials of their institutional representatives. If you do not have a personal MLA membership, your login credentials will be those previously designated for the institution—which you will be able to retrieve and change automatically from the new AMS website!

A number of institutions currently do not have an official designated representative. Now that MLA can provide a separate mailing address for institutional publications, our staff will be contacting those institutions to update their contact and other information to allow both the institution and representative the full spectrum of MLA's membership benefits.

For a full listing of MLA benefits of membership for both institutional and individual members visit MLANET at [www.mlanet.org/joinmla/bencat.html](http://www.mlanet.org/joinmla/bencat.html).



**NAHSL Executive Board**  
**December 11, 2009**  
**ARIHSL report to NAHSL**

**ARIHSL**

1. ARIHSL met on Wednesday, September 16<sup>th</sup>, 8am, at Roger Williams Medical Center in Providence. This was mostly a business meeting which was followed by a demonstration of some hand-held electronic devices – Kindle and iPhone.
2. The November ARIHSL meeting was held on Wednesday, November 18<sup>th</sup> in conjunction with the MLA webcast “Cut the Cord: Connecting to Our Mobile Users”.
3. Several CE courses have been held:  
August 5: PubMed LinkOut workshop was held at CCRI.  
November 10: OVID demonstration was held at Memorial Hospital in Pawtucket.  
November 18: MLA Webcast “Cut the Cord: Connecting to our Mobile Users” was held at Butler Hospital in Providence.
4. Barbara Davis, Newport Hospital, wrote an article on the 3 issues with which Rhode Island Hospital Libraries have recently dealt. The article is entitled “Small State, Great Aspiration: strengthening health sciences libraries in Rhode Island. It appears in the October, 2009 issue of MLA’s *HLS National Network* newsletter (Vol. 34, #2, pages 4-5, 8).
5. Mary Ann Slocomb presented a poster on “Working Outside the (Library) Box at the 2009 NAHSL Conference in Maine.

## **RI-Statewide**

The Chair of the Library Commission has proposed a “Library Advocacy Week” in February, 2010. The theme will be We Love Libraries. Each library in RI could hold various events during the month to help people and legislators learn about libraries and what they offer and their impact on the community. She said the squeaky wheel gets noticed. The week of February 7-14 would

be the main focus when press notices would occur. It would also tie in with the annual Coalition of Library Advocates’ (COLA) event on February 8th celebrating their 25<sup>th</sup> anniversary. A Legislative Day at the RI State House is being planned where RI Library Associations could present displays with the theme of “Today’s Libraries”. ARIHSL members will coordinate with their public libraries and offer to participate and publicize consumer health products, such as MedlinePlus.

Respectfully submitted,  
Mary Ann Slocomb  
Rhode Island Hospital / Lifespan  
ARIHSL state representative to NAHSL

CAHSL Report to NAHSL  
NAHSL Executive Board Meeting  
December 11, 2009

CAHSL ACTIVITIES, 2009-2010

1. CAHSL met on Thursday, September 3, 2009 at the Middletown Library Service Center, with CAHSL President Todd Lane from Bridgeport Hospital presiding. A meeting of the Executive Board was followed by a business meeting, which discussed routine matters and reports, and old and new business, including: meeting locations and programs for 2009/2010, amendments to the CAHSL bylaws, a consortium purchasing option from OVID. Also presented and discussed were 2009 Goals and Objectives, an updated CAHSL brochure, strategic plan development and issues of professional advocacy. After the meeting was adjourned, the program was presented by Debbie Herman, Digital Resources Librarian at Central CT State University, on "New Web Technologies."
2. CAHSL did not meet formally in October but several members attended the NAHSL meeting at Samoset the Resort in Maine.
3. Several members attended a full-day November CE course held at the University of Connecticut Health Center in Farmington on Wednesday, November 4<sup>th</sup>, 2009: "Evidence-Based Practice in Nursing" taught by Janene Batten from Yale, with Janine Gluck from Eastern Connecticut Hospital Network also presenting.
4. On Wednesday, December 9<sup>th</sup>, 2009, the annual CAHSL Holiday luncheon and program was held in Wallingford. Dr. Linda Strong from Sacred Heart University in Fairfield held a presentation on the topic of "Public Health Nursing."
5. The next business meeting and program is scheduled for Wednesday, February 3, 2010 at the Middletown Library Service Center
6. Greenwich Hospital Library Director Katherine Stemmer Frumento, NAHSL Conference Chair 2011 has begun planning for Conference Preparations, and committees.

STATEWIDE

Original cuts and holdbacks proposed by the governor that threatened to eliminate state funding of online databases, including CINAHL full-text offered to 134 public and 28 academic libraries through the Connecticut Digital Library (iCONN) and reQuest databases were saved by other reductions found by the Connecticut State Library. Meanwhile, the WALDO consortium came up with statewide pricing for resources such as two of the Ovid Nursing e-book collections and ProQuests' Nursing Allied Health Source. The CT Library Consortium will sponsor buses to ALA midwinter in Boston next month.

Respectfully submitted,

Ellen Burchill Brassil  
Librarian for Health Sciences, Sacred Heart University, CAHSL State Representative to CAHSL

**HSLIC Report for NAHSL-December 11<sup>th</sup> 2009**  
**Submitted by Meg McNichol, EMMC, Health Science Library**

New HSLIC executive board 2009-2010

Chairperson:	Patty Williams, Foundation for Blood Research
Chair-Elect:	Evelyn Greenlaw, USM- Lewiston-Auburn College;
Treasurer:	Nancy Curtis, University of Maine-Orono
Past Chairperson:	Happy Copley, St. Mary's Regional Medical Center
Secretary:	Emily Scribner, Franklin Memorial Hospital
HSLIC Regional Rep's:	Area I, Ramona Connelly, York Hospital
	Area II, Rebecca Jordan, Redington-Fairview
	Area III, Amy Averre, Husson University

Committees and delegates to other organizations, see the HSLIC website:

<http://library.umassmed.edu/hslc/officers.html>.

**Board Meetings:**

The next HSLIC Executive Board Meeting is scheduled for February 26<sup>th</sup> 2010 via videoconference.

**Upcoming Meetings:**

**Spring Full Membership Meeting** is tentatively set for June 4<sup>th</sup> 2010.

**Regional & State News:**

**Go Local in Maine**-we have established a committee co-chaired by Happy Copley and Evelyn Greenlaw to represent HSLIC in the development of a Go Local program.

**Mini Grants**-are available to Maine libraries to assist with small projects with large benefit to patrons and staff. There were many hospitals that have taken advantage of this opportunity this year: Eastern Maine Community College, St Joseph's Hospital, Penobscot Bay Medical Center and Eastern Maine Medical Center are just a few of the hospitals that have been granted these funds this year.

**"Market Our Mission"**-is a new marketing strategy to promote the value of HSLIC and reach out to potential new member libraries. A volunteer is still needed to lead this effort. More information will be made available once this project begins in 2010.

**Resource Sharing**- *The New England Journal of Medicine* and *BMJ online* will continue to be a consortial buy for Maine. The participation in both resources continues to increase each year.

**HSLIC Archives**- a scanner will be purchased to make it easier to scan documents.

**Maine Information Organizations:**

**New State Library Positions**-*Linda Lord* was welcomed as new Maine State Librarian and *Janet McKenney* is now acting Director of Library Development at the Maine State Library temporarily filling the position left by Linda Lord.



**State Grants-**The State Library has grant applications in the works for funding technology in libraries.

**In the News:**

**Lewiston-Auburn Sun Journal**

**Published: Jul 2009**

**Emily Scribner named Caregiver of Year**

Medical librarian Emily Scribner has been named Caregiver of the Year for Franklin Community Health Network, according to Jerry Cayer, executive vice president and chief operating officer at Franklin Memorial Hospital. Cayer made the surprise announcement during a recent manager's meeting, praising Scribner's 17 years of service at the hospital, where she has grown a small library into a state-of-the-art medical library in the Ben Franklin Center — a transition from an article and book library to an electronic research center with networking capability throughout the world. Cayer's nomination describes Scribner's behind-the-scenes work as a reflection of her dedication to education, shining as a patient advocate and helping to mold future caregivers every day with her ability to support medical and nursing students with their learning needs. Among her achievements is her ability to generate grant support to underwrite education for medical providers, nurses, students and the community. A recent award was the Outreach Rural Health Care Provider grant, which improves the ability of rural health care providers in accessing medical and consumer health information for their own professional development and the benefit of their patients.

NAHSL Executive Board Meeting  
December 11, 2009

NH/VT State Report

Planning is already underway for our spring meeting. Jessie Casella of Brattleboro Memorial Hospital and her team is working on this.

Sheila Hayes reports that the “Library Writing Group” consisting of Barbara Davis at Newport Hospital, Margo Coletti at Beth Israel, Mimi Guessferd at Parkland Medical Center and Sheila Hayes at Portsmouth Regional Hospital have written a play on ‘lateral violence’ based on the Shelly Simon article on bullying and retention issues in Nursing.

The play was performed at Portsmouth Regional on 11/02/2009, and there is another performance planned there in January. There are plans to present it at the Parkland and Newport hospitals next year, and UMass – Lowell hospital is including as part of a nursing program event planned for the spring.

An abstract has been sent to MLA requesting a poster session. The group is now looking into publishing options.

In other Vermont Library news,

The Albany College of Pharmacy has opened a new campus in Colchester, Vermont this fall. The George and Leonoa Lews Library website address is: <http://library.acphs.edu/>

The Vermont Library Association is proud to announce that the 116th Vermont Library Conference will take place at Saint Michael’s College on Tuesday, May 25, 2010. This year it will be a one-day only event, in an effort to improve efficiency and reduce costs.

Submitted by,

Claire LaForce, MLS, AHIP  
Health Sciences Library  
Rutland Regional Medical Center  
Rutland, VT