DRAFT

NAHSL Executive Board Meeting
September 12
10:00 am – 2 pm
Chang Building – UMass - Shrewsbury

Introductions—guests—Jim Craig (incoming Archives Chair) and Sally Gore (incoming Electronic Communications Chair)

Present: Marianne Burke, Carole Foxman, Hongjie Wang, Mark Goldstein, Janene Batten, Mark Gentry, Dina McKelvy, Nancy Harger, Mary Ann Slocomb, Shirley Gronholm, Claire LaForce, Margo Coletti. Ed Donnald, Jim Craig, Sally Gore.
Approval of the minutes of the June meeting:

 Note: the draft minutes of June meeting are on the NAHSL website under About NAHSL/Executive Board/Minutes/Executive Board.
 Acceptance of notes of the August 8 webcast meeting (as a working document). We will discuss the notes when we get to the discussion of the goals and objectives and put these into the planning grid. We will use the notes for the discussion. There were 2 webcast meetings.

Officers Reports
Chair's Report - Marianne Burke

Committee vacancies and appointments: There are 4 chair vacancies for next year: education, electronic communications, bylaws, archives. The board approved Sally Gore by email. Jim Craig is proposed for archives— approved by board (officially at the NAHSL conference). Education—Alison Clapp and Nathan Norris (discussion regarding the issue of co-chairs—will this be an exception or will we change the bylaws and make this a rule?— There will still be one chair with one vote. Motion to approve the appointment as co-chairs with the understanding that there is still one chair of education—(if they are both at the meeting, they can both vote). One issue is paying for their travel.—one travel budget.   Marianne will send out a request for volunteers for bylaws chair.

Marianne proposed that there be a brief meeting of the new board at the conference. We will invite new board members to the executive meeting so we can take pictures of everyone.

Report on goals and objectives: status (to be discussed/approved in old business below).

New Officer/ New Board handoff meeting at Annual Meeting (proposed)

Secretary's Report - Nancy Harger, no report.

Past – Chair/Nominating Janene Batten
        Final approval of slate. The board reviewed the election process.
A draft of candidates' statements and slate of officers was passed out to
board with discussion of the procedure for the voting.

Chair Elect / 08 Conference Chair– Andy Dzaugis with '08 Program Chair –
see report.

'09 Conference –Dina McKelvy: update, and concerns –there was a
discussion about the format of the Monday Lunch. It will be held at the
Samoset in Rockport on October 25-27.

Chapter Council--Janet Cowen (not present): Chapter project award,
(choose finalist)--The RAC group?—not really a NAHSL project, the play?, the
50th anniversary questions? The submission date is November 1st.

Chapter column in MLA news (volunteer needed)—deadline is 21st of each
month two months prior to each issue. 50th anniversary would make a good
article to submit. Mary Ellen Bowen will coordinate this article.—could be
submitted after the conference and make the 21st deadline.

Treasurer's Report-- Mark Goldstein
Approved report
Bylaws and Procedures--Mark Gentry
        Progress report: E-Board member assignments are in the P&P Manual
(Follow - up on small group discussion on roles.)
        Bylaws change: Dissolution clause (Status)—see the handout.
Lengthy discussion about whether state reps should be MLA members.
Motion to put this bylaws change to the membership—approved.
35 people for quorum approved.

Old (continuing) business.
1. Approval of goal-related priorities and activities for '08-9
New Business: Webcast meeting to get our goals in line with MLA goals.
Created the NAHSL planning grid with each goal
Discussion about the grid and goal
 Life-Long learning—make changes to the policy to better support the
members.

1. Annual Business Meeting agenda--Marianne asked for suggestions
2. Appointment of task force on the NAHSL conference: Janene will head
this task force—burden on members, costs, quality of the conference, work

saving areas. Discussion about who would be on this task force. Janene and Marianne will put the task force together.

Education--Heather Blunt: no report. Alison and Nathan are the new chairs of education.

Electronic Communications--Ed Donnald (guest: Sally Gore)
- Report on the webpage or a blog
See report—Ed discussed the Philadelphia chapter webpage. Next step: Ed, Penny, and Sally will continue to look at these options.

Finance   Mark Goldstein
No report
Government Relations   Margo Coletti
No report

Marketing/50th Anniv   Mary Ellen Bowen
Membership   Penny Glassman
Nominating   Janene Batten (see above)
Achievement award (Email sent out to solicit suggestions for groups who have done something extraordinary. Janene will get nominations and then Janene (as past chair) presents the person to the board. An announcement of the winner will go on the website.

Professional Development   Hongjie Wang
- Report and discussion on issues re: awards
- 9 awardees out of 13 applicants. 4 of them were turned down. Discussion about the distribution of these funds and why more people are not applying. Mark proposed giving coupons where people could use them for MLA, NAHSL, or other library meeting. Problems stated in report—see that. Too few people apply and those that apply, miss the deadline.
Archives   Carole Foxman
Jim Craig will be taking over archives.

Liaison and Representative Reports
Credentialing   Joan Yanicke (not attending)
Benchmarking   Shirley Gronholm
NNLM -NER   Javier Crespo
State Reports
ARIHSL   Mary Ann Slocomb
CAHSL   John Gallagher
HSL NH/VT   Claire La Force
HSLIC   Tammera Race
MAHSLIN   Megan McNichol

Other Business

Announcements

Adjournment

Submitted by Nancy Harger

Planning committee
Conference 2008
NAHSL Report

We are in the final stretch for Nahsl 2008, Oct 19-20, DoubleTree Hotel, Lowell, Ma

As of 9/5/08 we have 147 people registered, 17 Vendors and 9 Sponsors

The program speakers, CE instructors, breakout sessions and play are all go.
Finalizing Opening Reception and Banquet food and entertainment.

Scholarship table will still accept donations.

Registration and Hospitality will need more volunteers to man those tables.

Program as of 9/5
Saturday   -   RAC meeting 3:00

Sunday   -   CE classes 8:00 a – 5:00 p
              -   NER Directors meeting 9:00 – 12:00
              -   RAC – HLS 12:00 – 2:00
              -   Finance committee 2:00 – 4:00
              -   RML Task Force 5:00 – 6:00
              -   Opening Reception Boott Cotton Museum 6:00 - 9:00

Monday   -   Exhibits 7:00 a – 4:00 p
              -    Plenary 1 Beatrix Hoffman 9:30 – 10:30
              -   Plenary 2 Betsey Humphries 11:00 – 12:00
              -   NLM update / MLA Connie Schardt 1:00
              -    3 Breakout sessions 1:30 – 2:30
              -   Blackwell Play 3:00 – 4:30
              -   EFTS – QD – Docline 4:30 – 6:00
              -   Posters 4:30 – 6:00
              -   Nahsl Ed committee 4:30 – 5:30
              -   Nahsl 09 4:30 – 5:30
              -   Cocktails 6:00 – 7:00
              -   Banquet 7:00 – 10:00

Tuesday   -   Business Meeting 8:00 – 9:30
              -   Arichives preservation program 9:30 – 11:00
              -   Plenary 3 Carolyn Clancy 11:00- 12:00
              -   RAC-HLS 12:00 – 2:00
              -   Joint Planning Nahsl 08-09 12:00 – 2:00
              -   CE class 1:00 – 5:00

Planning committee members:

Program Chair	Len Levin, UMass Medical School
Education Co-Chairs	Alison Clapp, Children's Hospital
	Nathan Norris, Beth Israel Deaconess Medical Center
Hospitality-Local Arrangements Chair	Bette Bissonnette, Saints Medical Center
Exhibits Chair	Martha Prescott, Berkshire Medical Center
Web Page Chair	Penny Glassman, UMass Medical School
Registration Chair	Nancy Harger, UMass Medical School
Sponsorship/Development Co-Chairs	Jeanie Van der Pyl, Cape Cod Hospital
	Terri Niland, Lawrence Memorial Hospital
Publicity Chair	Judy Nordberg, UMass Medical School
Scholarship Co-Chairs	Margo Coletti, Beth Israel Deaconess Medical Center
	Ann Fladger, Brigham & Women's Hospital

Respectfully submitted,

Andy Dzaugis
Conference 2008 Planning Chair

Benchmarking Liaison
Report to the NAHSL Executive Board
September 12, 2008

Kate Corcoran at MLA Headquarters reports that "the editing and report construction has taken longer than anticipated; however we hope to inaugurate this fall…" Messages will be sent out via various lists when she has better information.

Respectfully submitted,
Shirley Gronholm
NAHSL Benchmarking Liaison

CHAPTER COUNCIL REPORT
September 12, 2008

MLA Chapter Project Award
I sent an email to the Executive Board on August 19, 2008 with information regarding the Award. The deadline for submissions is November 1, 2008. Each Chapter can submit only one project, and Len Levine has volunteered to complete the application form for our 50th Anniversary activities.

Survey of Non-Members
Paula Raimondo, Chair of Chapter Council, shared the results of a survey Section Council did of the members of MLA who aren't members of any sections. She suggested that in some cases, the results may be applicable to chapter membership, and thought the chapters might consider either doing a similar survey or at least reviewing the results for applicability to chapter membership.

Key Findings of the survey:
* Cost is a huge factor; 55% (n=89) of people said additional cost for a section is why they were not members.
* Over 1/5 (22%) of people discontinued section membership because they never heard from the section.
* Around ¼ (24%) of respondents do not see any benefit in joining a section.
* Half (51%, n=41) of the responses for new section ideas correspond to sections that currently exist.
* Another significant factor was that three-fourths (77%, n=125) of respondents think they understand the purpose of sections but lack knowledge about sections.

The full report can be found at:

http://scouncil.mlanet.org/section_nonmember_survey_report.pdf

Students meeting MLA Board or Staff at Chapter Meetings
Paula notified CC reps that Mary Ryan (MLA President) has requested that as part of our annual meetings, chapters schedule a time for student members to meet with the MLA president, MLA staff member, or MLA board member who is attending the meeting, in order to facilitate communication among students and MLA representatives. I contacted Andy about doing this in Lowell, and he responded that setting aside time on Monday wouldn't be too hard. He said he would add this to the list of additional meetings to be scheduled. Because Connie Schardt (president-elect) will be at the Lowell meeting, this could work well, and Andy said he would co-ordinate with her as the conference gets closer.

Chapter Column in MLA News
Pam Corley, editor of the *MLA News* Chapters Column is seeking suggestions for future columns – ideas included how Chapters are using blogs, wikis and other technology, and a column to share news of what is going on in the individual chapters. Deadlines are the 21st of the month two months prior to the issue. Is there anything we would like to contribute?

Respectfully submitted,
Janet Cowen
Chapter Council Representative

- We are happy to have Michelle return from her maternity leave, she is not here today but is picking up the Consumer Health program and getting ready for the training season at the state and regional library system offices.

- Funded Projects, we just got our approval for funded projects from NLM, we'll be announcing funding opportunities for this current fiscal year for Outreach Subcontract--a subcommittee of the RAC reviews these proposals, assists us with decisions to fund, and NLM approves.

- Express Outreach--Smaller outreach project, course development, funding for putting on technology related project Awards for library improvement: technology related purchases for enhancing services and improving access to information Express Outreach, approvals are done within the NER office though we report and justify our awards to NLM.

- Site Visit—we'd like to thank people who attended the site visit last July and those who participated in the online feedback. Members really demonstrated their interest in the work of the Network and our regional office and we appreciate that.

- Emergency Preparedness--we are doing presentations at various HSL association meetings throughout the region: SEMCO, NH/VT, and an open forum at NAHSL conference.

- NAHSL'08-related activities: RLD Meeting; Focus Groups for the Hospital Library Study; DOCLINE/EFTS forum; EPP Forum.

NAHSL Executive Board

September 12, 2008

ARIHSL report to NAHSL

ARIHSL

1. Personnel:
   Retirements: Winnie Jacome, Naval Health Clinic New England, Newport.
                        Carol Rausch, Memorial Hospital, Pawtucket.
   Death: Chester Ham, Miriam Hospital / Lifespan, Providence.

2. Library closing: The Naval Health Clinic New England in Newport will close after Winnie retires.

3. Pat Gorman, Community College of RI, will be the new ARIHSL Education Chair and the RI rep. to the NAHSL CE Committee.

4. On June 27th, the play "Nurse Practice Court" was performed at Newport Hospital. Other than Barbara Davis, Librarian, and a Newport police officer, the entire cast was composed of nurses.

5. On July 24th, 3 RI librarians, Tovah Reis, Barbara Davis and Mary Ann Slocomb, attended the NLM site visit to the NN/LM in Shrewsbury.

6. ARISHL is in process of working with Janene Batten, Yale U., to present a CE class on Evidence-Based Nursing this winter.

7. Bookmarks were developed for distribution.

8. Next ARISHL meeting is Wednesday, September 17th, 2pm at Newport Hospital. ARISHL will honor the 2 retirees at the meeting.

RI-Statewide

Karla Harry Library Commission
The commission will meet on September 18th to review the draft of the 2008 Commission Report.

Library Board of Rhode Island (LiBRI)
WebJunction is now available to the library community in Rhode Island.

RI Library Director's

Office of Library and Information Services (OLIS) is making available DPlan: the online disaster-planning tool, to Library of RI (LORI) members. It is a free online template that guides you through the creation of a customized disaster plan.

General

A core collection of electronic resources will be available beginning this fall to all Rhode Islanders
from their favorite library or wherever they connect to the Internet. These core resources include
Tutor.com, World Book and World Book Discover, and a selection of EBSCO databases including
Academic Search Premier, MasterFile Premier, History Reference Center and more. This is a project
begun by the commission. The "SurfRI" will become part of the State Reference Resource Center's (SRRC) ongoing successful AskRI online reference service.
Funding will be provided by the annual SRRC grant to initiate online services.

Mary Ann Slocomb
Rhode Island Hospital / Lifespan
ARIHSL representative to NAHSL

Report to the NAHSL Executive Board:
HSL-NH/VT
September 12, 2008

<u>Meetings:</u>
The Fall meeting is scheduled for October 2, 2008 hosted by Gayle Tudisco at Elliott Hospital in Manchester, NH.

- Javier Crespo, NN/LM-NER: Emergency Preparedness for Libraries
- Steve Sanzo, NELINET: Developing a Customer-Focused Culture in Your Library

<u>Staffing Change at Brattleboro Memorial:</u>
Sally Andrews has retired from Brattleboro Memorial Hospital to pursue renovation of a home she has inherited. A picnic & tour of some grounds at St.Gaudens National Park in Cornish, NH was held, and those who attended had the opportunity to meet her successor, Jessie Casella.

Jessie is assuming the part-time position at Brattleboro and shared the following information:

"This is my fourth year at Jamaica Memorial Public Library in Jamaica, Vermont where I am the solo librarian in charge of programming, collection development/maintenance, cataloging and ILL. I have also worked this past year as the assistant librarian in Alstead, NH. While working in Jamaica and Alstead, I also completed my MLIS through Drexel University's online education program. I graduated in June of this year.
I started as the medical librarian at Brattleboro Memorial Hospital in August, after having been thoroughly trained by Sally Andrews, and will continue to be the librarian at Jamaica Memorial Library.
This is my first position as a medical/science librarian and I am looking forward to new challenges and opportunities."

<u>NAHSL '08</u>: The Group is preparing a locally themed basket for the Scholarship Raffle table.

<u>News From the Field:</u>

Maureen Dunn of Concord, NH reports the following:

Concord Hospital recently created the position of "Medical Director for Evidence Based Medicine," and a Cardiologist on staff was hired to fill that position part-time. Maureen, as the Director of Library Services, was invited to be a member of his working group. Other members of the EBM working group include the CMO, CMIO, and the Director of QA.
Maureen reports she is very excited to be asked to join, as it's the first time in her 5 years there that she was sought out and invited to participate in such a project demonstrating, demonstrating that the value of what the librarian can contribute is becoming clearer to staff..

Submitted by:

Claire LaForce, M.L.S.
Rutland Regional Medical Center
State Representative to NAHSL

HSLIC Report for NAHSL – September 12, 2008
Submitted by Tammera Race, University of Maine-Presque Isle, Library
HSLIC Executive Board 2008-2009

Chairperson:	Happy Copley, St. Mary's Regional Medical Center
Chair-Elect:	Patty Williams, Foundation for Blood Research
Treasurer:	Nancy Curtis, University of Maine – Orono
Past Chairperson:	Kathy Brunjes, Central Maine Medical Center
Secretary:	Emily Scribner, Franklin Memorial Hospital
HSLIC Regional Rep's:	Area I, Cadence Atchinson, University of New England; Area II, Evelyn Greenlaw, Lewiston-Auburn College; Cindy White, Eastern Maine Medical Center

For committees and delegates to other organizations, please see the HSLIC web site: http://library.umassmed.edu/hslic/officers.html.
Board meetings: The next HSLIC Executive Board meeting is scheduled for October 10, 2008.

HSLIC Executive Board Meeting, August 22, 2008
Our August meeting focused on setting goals for 2008-2009:
1. To plan a successful NAHSL Conference for 2009
2. To encourage use of Focus Funds for innovative mini-grants
3. To create a digital HSLIC archives by scanning fragile historical items
4. To increase relationships with other types of libraries (i.e. by participating in the Maine Libraries Conference or by taking a role in the health literacy aspect of the State Library's information literacy project)
5. To use new technologies to facilitate resource sharing.

Education
- The HSLIC Fall Meeting will be held November 14 at Eastern Maine Community College. Our main program will feature Lauri Fennell and a discussion of new PubMed features, My NCBI and Link Out.
- For our spring meeting (tentatively set for May 1, 2009), the Board discussed providing a program on quality indicators and performance improvement concepts, presented in a way that would be of equal interest to hospital and academic libraries.

Changes within HSLIC and Maine information organizations
- Maine InfoNet has hired a new Executive Director, James Jackson Sanborn. The University of Maine System and Maine State Library cooperate to provide Maine InfoNet, a web-based portal to information resources for all Maine citizens.
- Maine Coast Hospital (Ellsworth, ME) closed its hospital library in September. Citing budget constraints and the physicians' increased reliance on their own electronic searches, the librarian position was eliminated and HSLIC and

DOCLINE memberships cancelled. The librarian, Jane Harris, apparently had no warning that the library would be closed.

Regional and State News
- The Maine Libraries Conference will be held October 23-24, 2008 at Sunday River. HSLIC is planning a health sciences library information table for the conference.
- Franklin Memorial Hospital received an Express Award for Outreach from the Regional Medical Library.
- Also, Emily Scribner of Franklin Memorial serves as the Special Libraries Representative to the Central Maine Library District (CMLD). She reported that the new CMLD consultant is Stephanie Zurwinski.
- The public library at Swan's Island was destroyed by fire this summer. The HSLIC Executive Board voted to contribute a monetary donation to the library, to be used as needed.
- HSLIC is currently looking for a new representative to the RML's Regional Advisory Committee, Hospital Libraries Subcommittee. Also, my term as representative to NAHSL ends this fall and we are looking for a new NAHSL representative.

NAHSL Conference Planning Committee 2009 Report
NAHSL Executive Board
September 12, 2008

The NAHSL 2009 Conference Planning Committee is making great strides towards a terrific event! I am pleased to announce that Doug MacBeth (Jackson Lab) and Gary Pelletier (VA-Togus) have stepped forward to assist with coordinating audio-visuals at the conference. The committee members are:

Chair: Dina McKelvy (MMC)
Program: Kathy Brunjes (CMMC)
Publicity/Signage: Tammera Race (UMPI) and
Susan Bloomfield (SMMC)
Registration: Patty Williams (FBR)
Scholarship: Cora Damon / Barbara Harness
(MaineGeneral)
Web page: Cindy White (EMMC)
AV Coordinators: Doug MacBeth (Jax) and
Gary Pelletier (VA-Togus)
CE: Cynthia Arnold (Midcoast)
Sponsorship: Janet Cowen (MMC)
Evaluations: Ann Jordan and Doug Macbeth
(Jax)
Exhibitors: Deb Clark (Stephens)
Finance: Marj Anderson (Mercy)
Secretary: Patty Kahn (PBMC)
Hospitality: Happy Copley (St. Marys) and
Cadence Atcheson (UNE)
Local Arrangements: Patty Kahn (PBMC)

Our next CPC meeting is scheduled for September 23rd in Augusta. We are considering some virtual meeting technologies such as Adobe Connect. We continue to use PBWiki for our collaborative work online.

Program: We have had a discussion of table topics as part of the programming. We anticipate a poster session. We plan to make good use of local & regional speakers, and we have booked one of our keynote speakers, Stuart Weibel a futurist and researcher from OCLC. We have made arrangements with 2-3 breakout speakers. We are considering expanding the breakouts to 3 sessions.

Finances & Expenses: We have confirmed that we are not tax exempt. We are pressing the hotel for more flexibility on the menus. We are able to minimize our AV costs by bringing our own equipment.

Theme and Image: The committee is thinking creatively about our theme "What's Cooking? A Taste of the Future." The conference is coming together like the story of Stone Soup, which is a related image you might see more of!

Vendors: The committee is hoping to use the ample space at the Samoset as an asset, and offer meeting space to vendors for demos, etc for an extra fee. We are sensitive to scheduling conflicts with programming and other group meetings , but vendors approached so far have been enthusiastic about the opportunity.

Respectfully submitted,

Dina McKelvy
2009 NAHSL Conference Chair

NAHSL Planning Grid

Goal 1: Recruitment, Membership and Leadership in the Profession
Committee/Officer: **Marketing and Membership**

Objective 1: **Recruiting members from non-mainstream health science libraries.**
- Part of marketing goals

Who, Expertise Needed:
  Committee members Marketing and Membership, expertise: research to identify potential members
Time needed: *yr 1 outreach, year two follow up and evaluation.*

Resources required (including Budget):
- Time of Committee members, ability to put something on NAHSL blog/website about this
- Also NELA listserv

Product Outcome: *More members from* academic institutions with health science programs (nursing, allied health occupational health, etc.), more attendance at annual conference
Evaluation: *Compare number of 2007 members in this category to 2008-2009 members in this category*

Collaboration with:
- Collaboration with membership committee and state liaisons

Goal 2: Life Long Learning
Committee; *Joan Yanicke (benchmarking)***?**
Objective 1: Encourage and increase # members in NAHSL with AHIP certification
- **Activity:** NAHSL support group for AHIP*(Note: Joan felt this activity was not necessary (see letter from Joan)*
  A possible
Who, Expertise Needed:
- Who: AHIP "coaches" or buddies within NAHSL to work with members in process
Time Needed:

- ? hours monthly

Resources required (including Budget):
- Budget; / wiki on NAHSL website; group email

Product Outcome:
- More AHIP certification, ensure future coaches

Evaluation:
- ? numbers

Collaboration with:
- MLA to appoint people to support provisional members or existing MLA mentors

- Need to check with MLA/Joan if we can do this

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Committee: *Professional Development*
Objective 2:   Increase number of members' applicants for scholarships by 10% and changes in procedure to reduce problems, such as missing application deadlines.
Who, Expertise Needed:

Time Needed:

Resources Required (including Budget):

Product Outcome:

Evaluation:

Collaboration with:
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Goal 2 (cont.)

Committee/Officer: Education, Electronic Communications, Executive Board

Objective3:

Investigate the feasibility, practicality, cost-benefit of acquiring software for web conferencing so that we can increase the number of online meetings or distance learning opportunities.

Who, Expertise Needed: Will need someone with knowledge of web conferencing and distance learning software to identify and evaluate various products that might meet NAHSL's needs.

Time Needed: Approximately 6 months to evaluate software. Might also require time to survey membership to determine interest. Once ball park cost is determined, another month to conduct cost-benefit (comparing travel expenses, etc.)

Resources Required (including Budget): For software evaluation, task force of 3-4 individuals; For software purchase – can not be determined at this time
Suggested resource: See www.thinkofit.com/webconf for list of possible vendors and product reviews

Product Outcome:
A decision will be made on whether or not purchasing software will be advantageous for NAHSL, and if the decision is made to acquire software a calendar of suggested meetings/courses will be developed for 2009? 2010?

Evaluation:
1. Did we purchase a product?
2. If purchased, increase in number of attendees at meetings, educational offerings
3. If purchased, cost savings for individuals/libraries/NAHSL

Collaboration with: Education Committee, Executive Board, Electronic Communications Committee, State Libraries and Library Associations

Goal 3: Advocacy

Committee: Government relations and Margo **,** Benchmarking liaison

Objective 1:
- Do more to support hospital libraries and librarians
- Activities: Advocate with state and federal government organizations, state medical associations
- Activities: CE program that would provide information on how to use benchmarking data

Who, Expertise Needed:

Time Needed:

Resources required (including Budget):

Product Outcome:

Evaluation:

Collaboration with: NNLM –NER Hospital Committee

_____

Committee: Government Relations Committee (Margo Coletti)
Objective 2:

A Blog or website for advocacy government relations activities such as open access to promote participation by medical librarians

Who, Expertise Needed: News writers, news posters, and commentary

Time Needed:

Resources required (including Budget):
Blog platform choice

Product Outcome:

Evaluation:

Collaboration with: E-Communications Chair NAHSL group developing NAHSL website and Blog,

_____

Goal 4: Creating and Communicating our Knowledge
Committee: Electronic Communications, Web coordinator and Marketing (for gathering and writing news)
Objective 1:   Use web 2.0 technology such as blog to communicate with members, and share news.
- Communicate to our members more: revive the newsletter or start a blog
- Have an open section on the website for member blogging
- Have board members able to post their own information on website

Executive Board creating/adding content

Who, Expertise Needed: Knowledge of Wordpress, experience of Philadelphia Chapter blog (Ed*)* http://mlaphil.org/wp, Hospital libraries firewall may be problem. People/Committee to find add content regularly.

Time Needed: Develop timeline

Resources Required (including Budget): Leadership,time, newsgathering. WordPress software, place to host UMass(?)

Product Outcome: *An easy to use interesting active blog for board and membership and medical librarians*

Evaluation: Growing use and participation

Collaboration with:

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Objective 2:

Who, Expertise Needed:

Time Needed:

Resources required (including Budget):

Product Outcome:

Evaluation:

Collaboration with:

_____

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Goal 5: Building a Network of Partners
Committee or Officer: Chapter Chair- Bylaws chair

Objective 1: Develop clear relationship with NE state health science library organizations
(CAHSL, MAHSLIN< ARISHL, HSL NH/VT, HSLIC)

Should membership in MLA be a condition for state reps to be member sof the Board?
- More official communication/participation between NAHSL and states
- What do state organizations think of new status of NAHSL liaison?
- Who is responsible: communication with state organizations officially: Executive Board

Who, Expertise Needed:
Time Needed:
Resources Required (including Budget): Travel and registration expenses for attendance at state meetings by a Board representative to promote dialog raise issues v. this is state liaisons responsibility.

Product Outcome: Agreement on Liaison roles

Evaluation:

Collaboration with:

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Goal 5
Objective 2: **Collaborate with other health and library organizations (Choose one and develop objective)**
Committee-: Depends could be education or government relations
- National / regional / state relationships
- Relationships with NER, NELA, NELINET, State Departments of Health, NE ACRL, and other MLA chapters
- Identify a new partners New England Chapter of National Council of Medical Writers

Who, Expertise Needed:

Time Needed:

Resources required (including Budget):

Product Outcome:

Evaluation:

Collaboration with:

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Goal 6: Efficiency and Effectiveness of Association Operations
Chapter chair, Task Force Chair and E Board

Objective 1: Consider new models for annual conference
- Appoint a committee and come up with a charge.
- Investigate more cost-effective and time management-effective ways to hold the NAHSL conference
- Consider ideas of members; Greener conference model ?(environmentally friendly)
- Human resource questions…do states have enough resources to manage conference?
- Moving from conference chair to chapter chair- too much work, separate positions?
- Conference costs appear to be growing, educate membership of the costs.
- More Executive Board involvement on conference planning needed? Program Committee in P&P, keep it?

Who, Expertise Needed: Task Force
Time Needed:1 year
Resources Required (including Budget):
Product Outcome: Report and recommendations
Evaluation:
Collaboration with:

_____
_____

Objective 2: Continue the work on reviewing/updating procedure manual Bylaws Committee (Mark), Secretary
- Complete revision of roles of Executive Board members and recording in the Procedure Manual. Posted on website.

Who, Expertise Needed:
Time Needed: Should be completed by annual meeting for orientation of new Board members
Resources required (including Budget):
Product Outcome: Outcome: More confident and productive Executive Board. Continuity. Transparency to members.

Evaluation: *All Board members are aware of the length of their term and their responsibilities as Board members.*
Collaboration with:
_____
_____

Objective 3: Increasing the number of meetings online (Is this the same as goal 2 objective 3)

- Increase participation of membership in the organization. travel time and expense by board members, Committees, and members at large.

- More freedom to organize activities
- NAHSL Executive Board // Committees // Executive Board meetings

Who, Expertise Needed:
Time Needed:
- ***Resources required (including Budget):*** Wimba Classroom. Annual subscription is 2,500. Maine. 2,250
  http://www.wimba.com/ Webjunction (RI has this)
Product Outcome:
Evaluation:
Collaboration with: *state libraries and regional orgs eg NELINET, NNLM-NER?*

E- Board prioritizing of objectives at the September 12 meeting

Methods: Using the objectives identified at the Board meetings held via Adobe Connect on August   8 and 10 (dates?) above, each board member stated their highest 3   priority objectives for the organization, Highest priority received 1 pt, 2nd priority received 2 points, and 3rd priority received one point.   Results are below

Objectives that got votes (number voting 11)

1.1 Recruitment of members from academic & public libs　　　　　　　*1vote*
　　　　2pts

2.1 Increase AHIP mentoring　　　　　　　　　　*1 vote*
　　　1pt

2.2 Increase members applying for PD funds　　　　　　*1 vote*
　　　3pts

2.3 Investigate acquiring software for web conferencing　　　*3 votes*
　　　　8pts

3.1Do more to support hospital libraries and librarians　　　*3 votes*
　　　　7pts

4.1 Use web 2.0 tech such as blog to communicate news　　　*3 votes*　　　　*9pts*

5.2 Collaborate with health and library organizations　　　*2 votes*
　　　　2pts

6.1 Consider new models for annual conference   *8 votes*
            20 pts

6.2 Continue procedure manual review and update   *3 votes*
            6pts

6.3 Increase number of NAHSL meetings conducted online   *4votes*
            5 pts

Discussion:
Rethinking the Annual conference had the most votes and points and is clearly a high priority. Developing a NAHSL blog (4.1) received the next most points (9). Acquiring web-conferencing software was next at 8 points. If the pts (5) for increasing the number of NAHSL meetings conducted on line is considered as related to 2.3, this is an important , and they are combined, this would be important to pursue together (7votes, 13 points).

NAHSL Marketing Committee report

September 12, 2008

The Marketing committee continues to work on publicizing NAHSL to colleges, universities and public librarians in each of the states. A revision of the NAHSL brochure is attached and any comments or suggestions are welcome. We are planning to meet at the annual conference to plan for the coming year. We are also hoping to attract new members to the committee for the coming year.

The committee has been working on the new goals set by the Executive Board and will continue to pursue these in the future.

Respectfully submitted

Mary Ellen Bowen
Chair, Marketing Committee

PD Committee Report
9/11/2008

1. Awards for NAHSL 2008

The PD Committee has received thirteen applications coming from five states, and 11 of them were granted awards for a total of $2380 out of $4500 that has been budgeted for NAHSL 2008. Two people did not receive the awards mainly for not meeting the deadline. These award recreants are:

NAHSL	2008	11 Awardees	
Anderson	Marjorie	$260	ME
Banfi	Valori	$120	CT
Bianchi	Nancy	$60	VT
Bradshaw	Lori	$200	CT
Clark	Deborah	$120	ME
Crispino	Lyn	$290	CT
Freed	Arlene	$260	CT
Guessferd	Mimi	$200	NH
White	Cindy	$260	ME
Wong	Brenda	$290	CT
	TtlAsk	$2,380	
	Remain	$2,120	

2. Issues with Awards budget

Total approved budget for 2008 is $9,000. After $3,170 for MLA and $2380 for NAHSL , we have a surplus of $5,550 that is returned to NAHSL. On the other hands, many of the awardees are repeated applicants year in and year out. We'd like to hear what recommendations the Board has for our committee regarding the following issues:

a. Every year, the committee has more funding than it can give out. What should be our policy regarding the surplus? Give out as much as we can to anyone who applies when they meet the minimum requirements? Increase the amount of funding to winners? Reduce the total amount of funding from NAHSL?

b. Quite a few of the applicants are repeated grant winners? Is this a concern that should be addressed? If yes, should we change our current policy of "limit by amount" to "limit by frequency"? Should we change the policy to "limit by numbers" (say 10 awardees for NAHSL and 10 for MLA)?

c. Should we give awards to CE events other than NAHSL/MLA? Should the award just cover registration/CE like NAHSL/MLA, or general conference expenses? How to set up the deadline?

Respectively,

Hongjie Wang