

**NAHSL Executive Board Meeting  
Regional Medical Library  
Shrewsbury, MA  
September 8, 2006**

**Present:** Penny Glassman, Mark Goldstein, Joan Yanicke, Carole Foxman, Shirley Gronholm, Janet Crager, Nancy Harger, Mark Gentry, Janet Cowen, Len Levin, Mary Ann Slocomb, Tammera Race, Janene Batten, Cindy Hutchison, Kathy Brunjes, Margo Coletti, Ed Donnalld, Javier Crespo, Marianne Burke, Evelyn Breck Morgan, Dina McKelvey, Betsy Merrill

**Chair's Report** (Janet Crager): Janet attended the HSLIC and ARISL meetings and the CE class that was sponsored by MAHSLIN and NAHSL.

**Secretary's Report** (Nancy Harger): Minutes approved with minor changes under "Committee 06".

**Treasurer's Report** (Mark Goldstein): We have received \$20,000 in sponsorship for the 06 conference. Mark discussed with Fran Becker, Ray Naegele (MLA director of financial services) and Janet Cowen regarding the scholarship funding for MLA—to break out a separate line item.

### **Committee Reports**

**Archives** (Carole Foxman): Reminder to give her anything that needs to be placed in archives.

**By-laws** (Mark Gentry): NAHSL Policy and procedure manual changes proposed (see [handout](#)). Mark asked the board to send any changes that needed to be made from the June meeting. Mark passed out the proposed revisions to the P&P manual. Composition of the board has been broadened—amendments made based on this. Approved changes to the P&P manual.

NAHSL Finance Committee P&P (see handout from Mark): discussion about outside groups' arrangements—rooms, food, etc. are not provided by NAHSL at the conference. NON-NAHSL sponsored groups that meet at NAHSL make arrangements for their own rooms and food. We will revisit this issue at the next meeting.

An issue about state reps: why they are not reimbursed for travel. Board decided that a small group would get together to explore this issue and report back at the next meeting and make a recommendation. An ad hoc task force—Janet Cowen, Mark Gentry, Margo Coletti and Betsy Merrill-- was appointed to look at the status of state reps—their voting status, eligibility for travel reimbursement, etc.

Changes for Education duties: Mark will send out the education changes to the board.

By-Laws changes: should state reps become voting members? Reimbursement would have to be changed in the by-laws. Board decided that we do not need to change the by-laws to include electronic voting (System was expensive) (We will put “and electronic voting method may be permitted” in the by-laws). Mark proposed that we work on this change for next year and Mark will have something for the next meeting. We will put this on the agenda for the business meeting. Shirley Gronholm will see if this can be brought up at the MLA business meeting. We need to send out an e-mail to the membership by September 25.

**Chapter Council** (Shirley Gronholm): Question about whether we had a named award and we do not have one. Chapter wanted to know about the origin for the NAHSL logo. We do not have the history from 1975. We ended up using a scanned version on the NAHSL website. The chapter council website has been redesigned.

**Conference 06** (Janene Batten): Kenny Marone assigned sections of the program to sponsors. Discussion about how scholarship money will be distributed. We will be sending the scholarship funds to the MLA Scholarship Fund since it is a joint conference. We think that it adds to our conference to have New York and New Jersey join us.

Members of other MLA chapters to sign up at the NAHSL member rate?—discussion about how we would verify membership—leave up to the discretion of the planning committee? Is this new policy unfair to our members whose membership has lapsed before the annual meeting? Consider changing our membership year?

Proposal from Janet:

1. To allow in-good-standing members of any MLA Chapter to register for NAHSL classes and the conference at the NAHSL member rate...and
2. To leave the membership year as Jan-Dec. but drop the requirement that membership has to be renewed by March 15 in order to be eligible for scholarships or member rates for activities during the remainder of the year. The membership extension to March 15 should be considered a courtesy, giving the previous year's members the benefit of the doubt about renewing and allowing them member privileges until that date. After March 15, member privileges may be reinstated by paying membership dues at any time before applying for a scholarship or before registering for a CE class or the annual conference. The P & P manual does not need to be revised to accommodate this change.

We will further think about this and discuss at the December meeting. To get a member rate, you need to be a member in good standing. Membership will expire on March 15 from the previous year. Membership is from January to December. Membership is reinstated when dues are paid. Non members may renew at the time of the annual conference. Membership and its privileges will be reinstated at the time dues are paid. Should we add the following year's membership fees at the time of the annual conference so people can include membership fees with conference fees? The finance committee will discuss this issue.

**Conference 07** (Marianne Burke): She has a full conference committee now. Theme: social collaboration, community, and social networking. Topics: emerging technologies with a social focus. October 27-30, 2007

**Credentialing/Mentoring** (Joan Yanicke): Open forum at the annual meeting: she is working on having suggestions/problems recorded at this meeting so it can be taken back to MLA.

**Education** (Andy Dzaugis): No report at this time.

**CE committee** (Dina McKelvey): A good program in June: Tools for evaluating library resources had good evaluations at Tower Hill. Jeannine Gluck cancelled her class. 5 classes are being offered at NAHSL '06: Search for Drug and Pharmaceutical Information Online, Geeks Bearing Gifts: Unwrapping New Technology Trends; Endocrinology: A medical Concept Course, Conflict & Communication, Finding Information on Environment and Health. Jeannine Gluck's class (Hospital Librarians in the 231<sup>st</sup> Century) to be held at NAHSL '07 has been cancelled. After the conference: teleconference on November 8: moving at the speed of byte....information technologies. Janet suggested that marketing/Len work more closely with the CE committee/Education to promote the classes.

**Electronic Communications** (Ed Donald): Suggested putting up the November 8 teleconference on the website and also information about the logo on the webpage. Two versions of by-laws—pdf and html...so Ed will fix this so there is just a pdf version.

**Finance** (Mark Goldstein): Finance P&P will be voted on by the next meeting. We will be doing a marketing piece at the business meeting.

**Government Relations** (Barbara Ingrassia): no report at this time.

**Marketing** (Len Levin): "What NAHSL does for you". A list of numbers can be boring so we will be doing something to present the value of membership—cost comparisons. Also, two members of his committee created the top ten list of how to market your library.

**Membership** (Penny Glassman): See report at the end of the minutes.

**Nominating** (Kathy Brunjes): NAHSL Conference Chair 2007 and NAHSL Chair-Elect 2007-2008: Andrew Dzaugis, MLA Nominating Committee Candidate: Elaine Martin, Chapter Council Representative: Janet Cowen, Chapter Council Alternate: Cindy Hutchison.

**Professional Development** (Janet Cowen): For the 06 conference 10 applications for professional development funding were received and 9 were awarded: full and one day registration, half day CE and new NAHSL members: Awardees are Sally Andrews, Irena

Bond, Maureen Dunn, Patricia Padula, Marilyn Steinberg, Gayle, Tudisco, Lucinda White, Brenda Wong, and Kandace Yuen.

**RML report** (Javier Crespo): Request for proposals for outreach. Reported that the RAC meeting was productive: task forces on emergency preparedness and historical collections were created. Several projects were funded in Maine, Vermont, Rhode Island, and Connecticut.

## **STATE REPORTS:**

**ARIHSL** (Mary Ann Slocomb): Annual meeting in June with new officers. Next meeting is September 20. Dept of health library will be closed. Providence has been chosen for a possible New England site for the MLA annual meeting. News about various library reorganizations and closings. See report at end of minutes.

**CAHSL** (Evelyn Breck Morgen): Stepping down as NAHSL representative.

**NH/Vermont** (Betsy Merrill): HSL meeting on September 15

**HSLIC** (Tammera Race): See report at end of minutes.

**MAHSLIN** (Margo Coletti): Annual meeting April 28 –doing a poster on it at NAHSL. Redesigning website and membership brochure. Reevaluating the membership criteria.

**Old Business:** Special interest group: New England educators group—invite them to be part of NAHSL? Unique to medical schools—their group will also discuss the possibilities.

CE chair sponsored to go to MLA? CE group discussed this at the Tower Hill program—proposed \$1,000 to be allocated for this. Further discussion.... Janet proposed \$250 proposed like chapter council rep gets and then can apply for scholarship money to go to MLA. Let the committees submit that as part of their budget. Put it in the committee charge. Be a line item!!! Dina's motion: up to \$1,000 from the CE budget for the CE chair or designate to attend the MLA CE chapter chairs meeting. Voted on and passed by the board.

Motion: That funds, not to exceed \$1,000, from the CE budget be used to cover a portion of expenses for the CE cmte chair or other CE cmte member to attend the MLA annual conference for the purpose of gaining information about emerging CE topics and instructors and representing NAHSL at the MLA CE Chapter Chairs meeting.

## **New Business:**

**Adjourned at 2:30**

**Submitted by Nancy Harger**