

**NAHSL Executive Board Meeting**  
**June 3, 2005**  
**Regional Medical Library**  
**Shrewsbury MA**

**Present:** Janene Batten, Fran Becker, Kathy Brunjes, Happy Copley, Janet Cowen, Janet Crager, Ed Donnal, Penny Glassman, Mark Goldstein, Shirley Gronholm, Barbara Ingrassia, Patty Kahn, Dina McKelvy, Betsy Merrill, Evelyn Breck Morgen, Mary Ann Slocumb, Joan Yanicke

Kathy called the meeting to order at 10:02 am.

**Announcements**

Kathy welcomed new board member Betsy Merrill from Northeastern Vermont Regional Hospital in St. Johnsbury, Vermont. She asked the Board members to introduce themselves.

**Chair's Report**

Kathy announced that she has recently returned from MLA and thanked the Board for her NAHSL professional development award. She has bought the CD from the conference and will have it available.

Kathy sent in the Annual Report to MLA in late April.

Kathy sent a formal letter offering NAHSL support to the University of Massachusetts Medical Center in their effort to win a second 5-year contract from NLM to manage the Regional Medical Library for Region 8.

Kathy attended the MAHSLIN Spring Meeting and will be attending the HSLIC Spring Meeting next week.

**Secretary's Report**

Discussion: Happy presented the minutes from the Executive Board Meeting on March 31, 2005.

Action: Minutes of the March Board Meeting were accepted as presented.

**Treasurer's Report**

Discussion: Fran passed around the Treasurer's Report through May 31. The report shows what we will spend if we continue along our budgeted course. (Usually we do not spend all funds budgeted.) Total income so far is \$6,065. Total expenses to date are \$3,073.

Action: The report was accepted as presented.

## **Committee Reports**

### **Archives**

Discussion: Carole could not attend and had no report. Kathy suggested that we should make sure that “old” versions of the Executive Board list and the Committee lists were on the archived area of the NAHSL website for 5 years. (This would help those seeking to document Executive Board service for AHIP points.)

Action: Ed will try to implement this on the website.

### **Bylaws**

Discussion: Patty had no report.

## **Chapter Council**

Discussion: Shirley reported that she and Evelyn attended the full-day Chapter Council meeting at MLA. Joanne Marshall thanked NAHSL specifically for our hospitality when she visited NAHSL’s 2004 meeting. Pat Thibodeau announced that they will be surveying members this fall on the status of hospital librarians. A second task force is examining role of health science librarians in education; MJ Touhey talked about ways to make our library standards known to other organizations. *Building on Success: Charting the Future of Knowledge Management within the Academic Health Center* is a report and website produced by the Association of Academic Health Science Libraries (AAHSL); Chapter Council felt the report held much merit and that a similar report should be written for hospital librarians. Health information Literacy CD was given out at MLA and will be given to us at NAHSL Fall Meeting; most of the information is on the MLA Health Literacy website. A discussion was held on how MLA can help hospital librarians maintain positions and libraries from closing. Permanent email for MLA President is: [president@mlahq.org](mailto:president@mlahq.org). *MLA101* is a handbook that is being prepared; it will be sent to all new MLA members. There is a new CE chair listserv, to which Dina belongs. MLANet: a survey this spring revealed that many respondents rarely used the website; respondents would like to see more resources for chapters; MLANet Editorial Board is looking at the ability to change one’s MLA password. MLA is working on Annual Meeting Guidelines (Communication Committee will work on this). The chapter brochure created by Chapter Council will be included in mailings to MLA new members. MLA has joined the International Nursing Editors Association; MLA is recommending that ISI increase their analysis of nursing literature. Chapter Council urges all chapters to support two seats for MLA ’06. Future conferences: MLA ’06 is in Phoenix. MLA’07 is Philadelphia; MLA ’08 is Chicago; MLA ’09 is in Hawaii; MLA ’10 is in Washington, DC. Evelyn and Shirley brought a binder of information on NAHSL for the Chapter Council table.

Action: For informational purposes only.

## **Conference ‘05**

Discussion: Janet Crager announced that they have a second keynote speaker: Roberta Bronson-Fitzpatrick will be speaking on which evidence-based databases to use for

which type of reference questions. She will work with Susan Meadows to make sure that their talks coordinate but do not overlap. Board member for the LOCKSS system will provide an afternoon seminar to show how to archive back years of journals. There will be poster sessions at the conference. Janet Crager asked if the Board would approve sending out electronic notices on registration and having the pre-registration packet online only. Evelyn asked if there could be a US mail postcard sent out first to alert members that we are doing an online pre-registration packet. Janet Crager agreed to this—the full pre-conference packet will be in a PDF format on the website. Mary Ann reviewed the registration fees: early-bird NAHSL members will pay \$150 and non-members \$180 (see vote below changing this under Conference '06); the Board decided that the student rate would be \$50 for full conference, and \$25 for a single day.

Action: For informational purposes only.

## **Conference '06**

Discussion: Janene Batten announced that the contract with the Hilton in Hartford is signed. The Conference '06 committee met this week. The reception will be at the Mark Twain House, which has been renovated recently. The committee is sketching out a preliminary program. The committee will be preparing a preliminary budget over the next few months. They will be displaying at Conference '05 and asked Janet Crager for a DVD player and electricity source.

Action: For informational purposes only.

Discussion: The Board discussed what conference fee we should charge non-members. Currently the fee is always \$30 more than the member rate.

Action: The Board voted to increase the differential to \$50. This will go in effect for Conference '05, making the non-member rate \$200.

## **Credentialing**

Discussion: Joan had no report. Kathy asked Ed if he would check into finding an electronic version of prior years' Executive Board members' lists, as this would be needed for AHIP certification. Janet Cowen suggested Ed look at the Hospital Libraries Section website where they have a chart.

Action: Ed will look into this.

## **Education**

Discussion: Dina reported there are several confirmed classes. Susan Meadows & Deb Ward are doing an all-day class on evidence-based service delivery; Pat Wagner is teaching *Marketing as if Your Library Depended on It*. Toni Yancey offers a class on the drug development process. Rob Favini of NELINET will teach a session on the Evolving Web (in-depth search engines, etc.). On Tuesday afternoon Donna Berryman will be teaching a class on some of the NCBI databases.

Action: Dina will finalize the CE registration sheet for the Conference '05 committee in the next week.

## **Electronic Communications**

Discussion: Ed has been working on the new NAHSL website look. He has included multiple paths to get to information, drop-down menus particularly. Board members praised the new look.

Action: For informational purposes only.

## **Finance**

Discussion: Fran reported that she and Mark both attended the Treasurers' Meeting at MLA. She reminded Board members that MLA purchases liability insurance for chapters; an officer of NAHSL must sign the contract.

Action: For informational purposes only.

Discussion: It was mentioned that if an MLA chapter uses a budget and the executive board votes on that budget, then MLA rules say that expenses do not have to be countersigned.

Action: Fran moved that we should keep our procedures for countersigning an expense with the appropriate committee chair. The Board approved this.

Discussion: Banking was discussed; some chapters are using bank-by-mail. Fran does not feel very comfortable with this, and thinks that the Treasurer should choose a bank that is geographically convenient for the Treasurer.

Action: The Finance Committee will consider this at their next meeting.

## **Government Relations**

Discussion: Barb reported that Penny has written an article for the next issue of the NER'Easter about the PUBMED Central manuscript submission system and Open Access. MLANET has an Open Access website.

Action: For informational purposes only.

## **Marketing**

Discussion: Len could not attend but reported that an instructor for the marketing CE class for NAHSL '05 is being confirmed. In addition, he hopes over the summer to develop some sort of handout/publication for distribution at the NAHSL Conference, as the marketing committee has done in the past.

Action: For informational purposes only.

## **Membership**

Discussion: Penny reported that she attended the membership chairs' meeting at MLA '05. Many chapters are now concerned about declining memberships. We currently have 213 paid members, a hefty increase from last year. There are 22 "new" NAHSL members this year, some students, some newcomers to the region. Penny attributes this to the scholarship and conference opportunities. Penny reports that her next goal is to surpass the 237 mark (membership at the end of 2003).

Action: For informational purposes only.

Discussion: The Board discussed the options of when to market the membership renewal to the membership. The March 31 deadline date was decided several years ago. Today the Executive Board discussed the logic of this date.

Action: Penny will continue to be pro-active in marketing membership via the listserv and other avenues, reminding NAHSL members to renew by the deadline.

## **Nominating**

Discussion: Len did not attend and did not have anything to report.

## **Professional Development Fund**

Discussion: Happy reported that she is planning to send out a notice on the NAHSL listserv encouraging everyone to apply for a professional development award to attend NAHSL '05 in Providence.

Action: Informational purposes only.

## **Program**

Discussion: See Janet Crager's report for Conference '05.

## **RML**

Discussion: Javier could not attend but Penny gave the report. The next NER'Easter will be out next week and will announce some funding opportunities for Year 5 of the contract, including small outreach projects and education grants. The newsletter will also have an article about PubMed Central's new manuscript submission system. Sarah Lange will be doing a workshop for CAHSL in New Britain Connecticut on project planning and grant preparation. The RML will acquire two copies of the MLA '05 CD and will have them available for regional borrowing.

Action: For informational purposes only.

## **State Reports**

**ARIHSL** Mary Ann reported that ARIHSL had an Executive Board meeting last week; revamping the website was a big topic. June 15 is the annual meeting, a dinner meeting. Pat Gorman is slated to become President and Mary Zammarelli has agreed to serve as Vice President/President Elect. Barbara Davis from South County Hospital has taken the job at Newport Hospital. South County will be looking for a part-time candidate with an MLS for that position. ARIHSL will hold an Advanced Pubmed course taught by Donna Berryman later this summer.

**CAHSL** Evelyn reported that the April 21 meeting was on Connecticut's ReQuest System for resource sharing among all libraries. The CAHSL Annual Meeting will be held June 9 in Berlin, Connecticut. Officers will be elected; Janice Swiatek-Kelly is slated to be President. Evelyn asked if someone from the NAHSL Executive Board would like to come to Ralph Arcari's retirement party on Thursday, June 30 at the University of Connecticut Health Center in Farmington. Kathy said she would be delighted to come to represent NAHSL.

**NH/VT** Betsy Merrill reported that there will be a PubMed class at Littleton Regional Hospital taught by Donna Berryman on July 15. St. Joseph's Hospital in Nashua has just achieved magnet status, which includes more library research by the nurses. Jean Slepian at Cheshire Medical Center in Keene put together a great National Nurses' Week activity to promote evidence-based nursing practice; they created a script based on the Judge Judy TV series, which was very well received. She is willing to share her script with others in our region. Stacey Wein of Copley Hospital has re-invented their Community Health Resource Center, adding to the consumer collection. The NH/VT Spring Meeting was held last week.

**HSLIC** Janet Cowen reported that HSLIC is having their Spring Meeting June 10 in Bangor. Phil White from OVID will be coming to talk about a possible group consortial purchase of electronic journals. We will also be viewing the recent MLA teleconference, *Partnering for Public Health*. At the Maine Hospital Association annual meeting in late June in Rockport, Kathy Brunjes will receive the coveted Cairns Award (the HSLIC award for the year's outstanding medical librarian). Kathy mentioned that CMMC will be beta-testing NursingConsult. Maine Med has been providing ILLs to public health agencies under a grant.

**MAHSLIN** Ann Flagler could not attend but sent a report. The MAHSLIN annual meeting was held April 28 at the Massachusetts Medical Society. Judy Messerle spoke on the future of medical librarianship. Those in attendance felt it was a very good talk, stimulating discussion on downsizing of libraries.

## **Old Business**

### **Reviewing 2005 Goals**

Mentoring – Joan has some materials on mentoring for the website, to go into a special section that is just for students. Ed will coordinate with Joan and Penny on when this will be posted.

Membership – Penny is working steadily at membership issues and has seen an increase in membership numbers from last year.

Website – Ed reported that the NAHSL front page traditionally had only info on the coming conference and a toolbar leading to interior pages. Ed suggested a brief welcome letter from the Chair for this first page. Kathy will write up a letter and get it to Ed for that page.

Majors Award 2006 – Len has not given Kathy his preliminary write-up for this application, on the ongoing use of a conference planner. She will follow up with Len.

Group Purchasing – HSLIC is talking to Phil White from OVID next week. Joan mentioned that we need to have a task force on this issue at the NAHSL level, to work with NELINET. (Mark says the RML has discussed what they can do to help; Mark has done a survey of various states to see what consortial agreements are already out there.) Joan says that NELINET will do the negotiating but we need to figure out what we want.

Kathy will be in touch with Diane at NELINET about details and will talk to Patty about the task force.

**MLA '05** The Hospital Library Section encourages members to do research, since so many hospital librarians are not doing posters or presentations regularly for MLA conferences. Mary Ann reminded all that they should self-nominate for the Scroll of Honor of the Hospital Library Section if they are on the NAHSL Executive Board.

## **New Business**

**NAHSL Brochure** – Shirley asked what we were going to do about the brochure. Kathy will contact Len, who will coordinate content; he will forward material to Ed, who will do the layout.

Janene recommended that everyone check out SCOPUS, a new database from Elsevier.

Next Meeting: Friday September 9, 2005 at the RML

Meeting was adjourned at 1:35 pm.

Respectfully submitted,

Happy Copley  
NAHSL Secretary