

**NAHSL Executive Board Meeting
Westin Hotel
Providence, Rhode Island
September 26, 2005**

Present: Janene Batten, Fran Becker, Kathy Brunjes, Marianne Burke, Happy Copley, Janet Cowen, Janet Crager, Ed Donnald, Carole Foxman, Penny Glassman, Mark Goldstein, Shirley Gronholm, Nancy Harger, Patty Kahn, Len Levin, Dina McKelvy, Evelyn Breck Morgen, Mary Anne Slocomb, Joan Yanicke

Kathy called the meeting to order at 7:30 am.

Announcements

Kathy welcomed everyone, especially new members, and had all members introduce themselves.

Secretary's Report

Discussion: The minutes of the June Executive Board Meeting were distributed.

Action: Minutes of that Board Meeting were accepted as presented.

Treasurer's Report

Discussion: Fran passed around the Treasurer's Report, and cautioned board members that financial totals are high at this moment due to income from the conference. Pending bills associated with the conference will change these figures in the coming months.

Action: The report was accepted as presented.

Committee Reports

Archives

Discussion: Carole announced that Ed will add the backlists of Executive Board members to the E-Archives section on the NAHSL website, in an easily accessible place, so that they may be used for AHIP paperwork. Ed will take care of this in the near future.

Action: For informational purposes only.

Bylaws

Discussion: Patty had no report.

Chapter Council

Discussion: Shirley reported that there is a new request from Chapter Council asking chapters to fund the cost for two new MLA members to attend the Chapter Sharing Roundtables at MLA'06. They are estimating the price would remain around \$25 per person. Shirley advised that the Executive Board wait until prices are firmly set for Conference '06 before making a decision, which might be in December.

Action: Shirley will re-open this issue at the Executive Board meeting in December.

Discussion: Shirley reported that MLA uses Survey & Ballot Systems (SBS) out of Eden Prairie, Minnesota, for electronic balloting. ALA also uses this firm. SBS requires a copy of the ballot in HTML format and email addresses of all voting members. Last year for the election, MLA paid a base price of \$4300, and then added on a few extras.

Action: Shirley will follow up with MLA about the details of chapters possibly using this system, and what it might cost us to use it.

Discussion: Junk Faxes and CAN-SPAM -- MLA has changed their fax and email procedures so that they comply with the new law.

Action: For informational purposes only.

Discussion: Hurricanes Katrina and Rita – MLA wants to know what the chapters are going to do to help fellow librarians and libraries that suffered during these hurricanes. MLA is offering to hold and distribute funds if chapters prefer. Evelyn mentioned that the NAHSL Treasury is healthy and we might want to consider a donation. Janet Crager said we might want to wait a short time to see what is needed.

Action: Shirley will report back to the Executive Board on what other chapters are doing and what action might best be useful as recovery efforts continue.

Conference '05

Discussion: Janet Crager reported that the conference is going well. Kathy complimented the committee on the reception

Action: For informational purposes only.

Conference '06

Discussion: Janene reported that the website for Conference '06 is designed and ready to roll out. Speakers have been booked for the program and the Conference Committee is working on the breakout sessions. The Connecticut group has a table at this conference and will do an invitation at the end of the NAHSL Annual Business Meeting on Tuesday morning. Janene asked for results from the evaluation for Conference '05, and Janet reported that they are going to get evaluations back very quickly as they will do it online, on Thursday, September 29.

Action: For informational purposes only.

Credentialing

Discussion: Joan reported that she had nothing to add to her annual report, which was in the conference packet.

Education

Discussion: Dina reported that there were 93 continuing education attendees this year. (Last year, at 104, was the highest year ever.) Preliminary comments have been positive and the committee will look at the formal evaluations this afternoon during their meeting. The Education Committee needs a member from Rhode Island, as that person would have been education chair next year.

Action: Dina will serve as Education Chair for another year.

Electronic Communications

Discussion: Ed had a question about the list of liaisons from New England library schools to NAHSL. Joan explained that MLA asked if we had such liaisons. These are not members of the NAHSL Executive Board, but their contact information should be available somewhere on the webpage. The Board discussed where to place these names on the NAHSL website.

Action: Ed will place the library school contact names on the Professional Development section.

Action: Ed will also work with Janet Crager about changing the front page and place the backlists of Executive Board members in the E-Archives section of the website.

Finance

Discussion: Fran reported that the Finance Committee would meet at 12:45 pm today, (Monday) in the Stateside Room. NAHSL will be changing banks, as the Treasurer will change at the end of December.

Action: For informational purposes only.

Discussion: Fran mentioned that 48.5 cents per mile is the new travel reimbursement rate from the Federal government. Committee chairs should figure this in when figuring out their budgets for 2006.

Action: For informational purposes only.

Government Relations

Discussion: Barb did not attend the Executive Board meeting or send a report.

Marketing

Discussion: Len reported that he would talk to Joan about mentoring and liaison with library schools to increase our marketing efforts toward the student population.

Action: For informational purposes only.

Membership

Discussion: Penny reported that there are five new members since the August 31 report in the Conference packet, making the membership totals to date in 2005: 227 members, 10 students, and 34 new members. Len suggested that new and student members should be asked to stand during the NAHSL Business Meeting on Tuesday.

Action: Kathy will ask student members and new members to stand during the Membership report.

Nominating

Discussion: Len reported that the 2005 slate is as it stands. With Evelyn stepping down as Council Chapter Alternate, the Board will appoint a representative to serve the remaining year of the term (to May '07). Len nominated Cindy Hutchison of New England College of Optometry, in anticipating of her formal agreement.

Action: The Executive Board voted to approve Cindy.

Professional Development Fund

Discussion: Happy reported that the subcommittee approved 11 grants for the NAHSL '05 conference.

Action: For informational purposes only.

Program

Discussion: Janet said that all speakers have arrived. She said they might have a shortage of handouts. Handouts will be posted on the NAHSL website.

Action: For informational purposes only.

RML

Discussion: Javier did not attend. Penny reported that in honor of National Medical Librarians Month, the RML staff is composing a letter highlighting the positive aspects of hospital librarianship, and would simply need to know to whom to send it at each institution.

Action: Conference attendees should stop at the RML's exhibit booth for more information about the letter.

Discussion: The RML is planning to help current Ariel customers pay for an upgrade (in every state except Maine, which already has an NLM grant to do this).

Action: More information about this program will be sent from the RML to relevant state groups shortly.

State Reports

ARIHSL At their most recent meeting, the group attended an excellent class, *Advanced Pubmed*, with thanks to Donna Berryman; there was also a tour of the Johnson & Wales culinary museum. ARIHSL members are working on expanding and improving their Electronic Document Delivery situation.

CAHSL Evelyn reported that the CAHSL meeting in September featured Jeanine Gluck's training session on how to serve as a member of the accreditation teams who do site visits with the Connecticut Medical Society.

HSL - NH/VT Betsy Merrill sent a report. The Fall Conference will be held November 4 at the Hotel Coolidge in White River Junction, Vermont. Several hospitals in the region have applied for or been granted magnet status, which increases the amount of research being done by nurses. Marianne reported that the electronic document delivery (EDD) project has been organized with Mark Goldstein and the RML staff; the project involves 14 libraries that did not have EDD formerly.

HSLIC Janet Cowen reported that HSLIC has organized a statewide group purchase with OVID: we have a "custom 50" purchase and there are currently nine libraries participating. The HSLIC Fall Meeting will be held October 14 in Farmington, Maine. Janet's term as HSLIC representative to NAHSL is ending and she will contact John Hutchinson (HSLIC Chair) to discuss appointing a new representative.

MAHSLIN Len reported that Anne Fladger would be the MAHSLIN representative to NAHSL this year. A MAHSLIN-wide strategic planning effort on the future of medical librarianship is currently underway. MAHSLIN is also examining ways to offer a scholarship to a library school student who is interested in pursuing a career in medical librarianship. MAHSLIN gave a grant to the Lamar Soutter Library at the University of Massachusetts Medical School on behalf of Massachusetts Go Local. This grant will help Sally Gore, the Go Local project librarian, to travel around the state to train and market this service to members of various library communities (academic, public, medical, etc.).

Old Business

Mentoring: Kathy asked about the status of the mentoring component of the website. Joan said it was close to being completed.

Regional Group Purchases: As Past-Chair, Kathy offered to devote herself to pursuing what NAHSL could achieve with electronic group purchasing in concert with NELINET.

Marketing Brochure: Len will be finishing up the brochure with help from his Marketing Committee.

New Business

Majors Chapter Award: Kathy and Len will discuss the write-up, which Len has partially completed and Kathy will submit. The topic will be NAHSL's use of a conference-planning consultant.

NAHSL Achievement Award: Alison Clapp will be the recipient of this year's award Tuesday morning at the Business Meeting.

Mary Anne Slocomb thanked everyone for getting reports to her for the Conference Packet in a timely manner.

MLA Teleconference: Dina announced that the MLA teleconference in November on Patient Safety would be sponsored by NAHSL at locations in each state; more information will appear on the NAHSL listserv.

Mary Anne Slocomb proposed a round of applause for Kathy Brunjes for her work as NAHSL Chair this year.

Next Meeting: Friday, December 2, 2005 in Worcester, Massachusetts; the meeting room will be announced on the Executive Board listserv.

The Executive Board Meeting was adjourned at 8:41 am.

Respectfully submitted,

Happy Copley, MLS
NAHSL Secretary