MLGSCA Business Meeting Minutes
April 28, 2008
1:30 p.m. to 2:30 p.m.
UCI Medical Center
Irvine, CA

Call to Order and Welcome:

Cheryl Bartel called the meeting to order at 1:38 p.m. She thanked the staff at Grunigen Medical Library, UCI Medical Center for organizing MLGSCA's 60th birthday celebration with cake and decorations.

Approval of Minutes:

Minutes from the November 28, 2007 Business Meeting at Long Beach Memorial Medical Center in Long Beach, CA were presented. The minutes were approved as submitted.

Announcements:

Ellen Aaronson thanked the 2007-08 Nominating Committee for their work on the MLGSCA Officers election, she also thanked the candidates. She reported that 137 members voted in the election.

Aaronson announced the 2008-09 MLGSCA Officers:

President-elect: Lisa Marks
Secretary: Andrea Harrow
Nominating Committee: Alan Carr & Irene Lovas
MLGSCA Representative to the MLA Nominating Committee: Julie Kwan

Committee Reports:

Treasurer (C. Bartel for S. Lezotte):

Bartel presented the Assets and Liabilities balance sheet to the group. Total assets were listed as $335,447.84, total liabilities were listed as $335,447.84. No questions were raised regarding the state of our accounts.

Chapter Council (K. Deeney):

No report

Awards (L. Stubblefield):
Laura Stubblefield thanked the Awards Committee for their work in choosing this year’s scholarship and awards winners. She then announced the two MLGSCA scholarship winners: Jennifer Bash from University of Arizona and Elaina Churchill from San Jose State University. Churchill was in attendance at the meeting, it was noted that she has taken an interest in Medical Librarianship and her estimated graduation date is 2010.

Stubblefield turned the podium to Bartel who announced the winner of the Louise Darling Award, Eileen Wakiji. Bartel noted Wakiji’s many contributions to the field of Medical Librarianship, especially her work in reference, library instruction, publications, and participation in MLGSCA. Bartel presented Wakiji with a plaque and a bouquet of red roses. Wakiji gave a brief speech thanking the group for the award.

Bartel thanked Deborah Klein and the CE Committee for their work organizing this year’s programs and passed the podium to her for the CE report.

Continuing Education (D. Klein):

Deborah Klein recapped the CE Committee’s year. She began by thanking her CE Committee and announced the members. Klein reported that the Committee received 91 responses to the survey of member’s preferences for CE locations and topics. She thanked those who responded and offered their sites for possible CE locations.

Klein reported that a total of 54 people attended the Fall CE, “Face to Face: Strategies for Effective Consumer Health” taught by Michelle Spatz in Arizona & California. She noted the significant number of public and non-medical librarians in attendance.

Klein reported that 33 people attended the Spring CE, “Community Assessment” taught by Susan Barnes in California, and that 40 were scheduled to attend in Tucson, AZ. She noted that Pat Auflick has many connections in the public health promoters community, and recommended the CE to that group.

Klein stated that there were several highly rated topics in the CE survey and that she would pass along the survey information to incoming CE Committee Chair, Lisa Marks. She also noted that the upcoming newsletter would include a committee interest form and asked meeting attendees to join a MLGSCA committee if they were interested.

EIRC (A. Lynch):

Andrea Lynch thanked the EIRC Committee members for their work and support. She noted that the EIRC had a busy year adding new members to the MLGSCA discussion list and posting non-member’s messages to the list. She asked for a
show of hands of those who have used the MLGCA SurveyMonkey account and asked for suggestions on promoting the use of SurveyMonkey in the future.

Lynch reported that she began a conversation at the NCNMLG/MLGCA Joint Meeting in Las Vegas regarding the use of web conferencing software to support committee meetings. She noted that she would be investigating the details such as type of software and price next year.

An attendee asked what EIRC stands for, Lynch responded with Electronic Information Resources Committee and noted that she has wanted to change the name to a shorter, easier to identify title.

**Exchange** (C. Bartel for E. Copeland):

Bartel reported that the Exchange Committee published 2 lists and was working on a third which is expected to be published in July. She reported that the committee was in the process of creating a searchable Exchange database, that will be ready in the future.

**Finance** (L. Marks):

No report.

**Government Relations/Bylaws** (C. Bartel for M. Kennedy):

Bartel reported that several emails have been sent to the discussion list on behalf of the committee informing MLGCA members of local and national issues that affect our profession.

**Interlibrary Loan** (D. Linden for M. Hicks):

Danielle Linden reported that the ILL Committee will be collaborating with the CE Committee and the Director of the PSR NN/LM to schedule online ILL training classes for MLGCA members with an anticipated start date in the summer of 2008.

**Coupon Exchange** (C. Bartel for K. Carlson):

Bartel reported that the coupon redemption program is going well so far. Institutions have been sending in their coupons on time, and some have been submitting early.

**Membership** (E. Wakiji):

Eileen Wakiji reported that the Membership Committee has been using Acteva for the past two years for membership renewals. She noted that Acteva offers
MLGSCA members the benefit of renewing their membership dues using their credit card, and about 75% of members have been using their credit card. The remaining 25% are still paying by check.

Wakiji reported that membership has remained about the same over the past year with 208 members in March 2007 and 219 members in April 2008. She stated that the growth in membership may be due to the CE programs we have been offering that attract non-medical librarians. Wakiji also noted that some previously active members did not renew this year as of yet.

Wakiji reported that this year we asked renewing members to provide specific information that would be made available on our directory, and that Linden would be updating a pdf version for the MLGSCA website soon.

**Newsletter** (C. Bartel for A. Griffith & R. Ogawa):

Bartel reminded the group that the MLGSCA newsletter is being transitioned from pdf to blog format, which will allow for more timely distribution of information. The pdf version of the newsletter will be available through the first quarter of 2008 in order to allow time to address issues that may arise with hospital librarian’s access to blog content. Bartel noted that the Newsletter co-chairs encourage input from the membership.

**Nominating** (E. Aaronson):

Aaronson thanked this year’s election nominees for agreeing to run for an MLGSCA office.

She reported that the MLGSCA Manual needs updating by the end of this fiscal year and that she will be making a call to Committee Chairs to update their section of the manual. She noted that the manual was not updated in 2007.

**Professional Issues** (I. Lovas):

Irene Lovas reported that the committee has been less active this year due to SJSU’s SLIS program not holding their usual Professional Association Day. She reported that Judy Kraemer would be speaking on Sunday, May 4 to the REFORMA group and participating in a resume/interview workshop.

Lovas reported that the Professional Issues Committee had started work on a survey, but a survey compiled by MLA covered many of the topics they had planned to ask. She reported that the committee is currently working on revising their survey to omit questions that have already been covered in MLA’s survey. MLA is making the results of its survey available to its chapters.
Lovas stated that one of the committee members wrote a proposal on the need for encouraging Library Assistants to earn their MLS degrees. She noted the proposal will be discussed further by the Advisory Council.

**Public Relations** (J. Bube):

Judy Bube reported that the committee completed an outreach project to 60 advertisers, and as of now we have received 1 new ad, lost 1 ad, and have 6 consistent advertisers. Bube asked the membership in attendance to ask any vendor reps that they deal with if they are interested in advertising in the MLGSCA newsletter.

Bube reported that we billed $1560. for advertising fees in the 1st quarter of 2007-08, and $1860. in the 2nd quarter.

**Research** (C. Bartel for M. Aldous & J. Williams):

No report.

**Archivist** (M. Kmec):

Marsha Kmec asked the membership in attendance to send any MLGSCA business that should be archived to her as she plans to send a shipment of documents to UCLA for archiving in the next several weeks.

**Webmaster** (A. Lynch):

Lynch reported that she and Melissa Just, Assistant Webmaster, have been working to support other committees by updating their web pages. She noted that they assisted Kathleen Carlson with the coupon redemption page, Deborah Klein with the CE event page, and the Newsletter editors with creating the blog site. Lynch noted that she would be providing the link to the Newsletter blog via the discussion list shortly.

Lynch reported several projects in process including:

1. a page linking to member’s research presented on behalf of MLGSCA
2. a Public Relations toolkit page with links to the MLGSCA logo, brochures, letterhead and name badge template
3. updating the Advisory Council manual
4. usability testing of the MLGSCA website
5. creation of a new Web Committee in the next fiscal year

**Benchmarking** (D. Klein):
Klein reported that the final number of institutions completing MLA benchmark data entry totaled 307 nationally. Our chapter totaled 25 institutions, and NCNMLG was the highest contributor with 41 institutions. The total number of possible institutions nationally was estimated at 3300, and total number in MLGSCA estimated at 200. Klein read the names of those who completed the data entry project and announced that K. Gonnerman in CA and S. Harvey in AZ won the drawing for Borders gift cards. Klein stated that she did not know when the MLA benchmarking data would be made available to the chapters.

New Business:

Bartel thanked all the Committee Chairs for their hard work this fiscal year, and noted that she had no new business to address. She opened the floor but no new business was raised.

Old Business:

No old business.

Closing Statement:

Klein took the podium to thank Bartel for her year as MLGSCA President. She presented Bartel with a plaque and a necklace. Bartel thanked the membership.

Ellen Aaronson made a motion to adjourn the meeting and Kay Deeney seconded. The meeting was adjourned at 2:15pm.

Respectfully submitted,

Danielle Linden, MLIS, AHIP
2007-08 Secretary