

FLORIDA HEALTH SCIENCES LIBRARY ASSOCIATION
Annual Business Meeting Minutes

**Safety Harbor Resort and Spa, in Safety Harbor
Friday, April 16, 1999**

The Business Meeting was called to order by President Barbara Francis at the Safety Harbor Resort and Spa, in Safety Harbor, on Friday, April 16, 1999 at 12:30 p.m. Pat Cole moved to accept the minutes of the April 24, 1998 Business Meeting and they were approved as written (written by Dottie Kelly).

OFFICERS' REPORTS:

President - Barbara Francis outlined the duties of the President including selecting scholarship winners and soliciting donations from vendors for the Annual Meeting. She reported that all the Strategic Planning Subcommittees had either completed their work or were disbanded. The new Strategic Planning Chair is John Orriola from USF-Tampa. Barbara thanked Gwen Wolff, outgoing Program Chair/incoming President and her Local Arrangements Co-chairs. She informed the group that to continue to obtain quality CE instructors we would have to raise the price of CE courses next year.

Vice President/Program Chair - Gwen Wolff said the registration and packet production were beautifully executed by Pat Clark, Donna Doelling and Beverly Shattuck.

Treasurer - Deedra Walton reported:

Balance on 12/31/97	\$ 9,229.55
Income	
Dues	\$ 1,059.00
Annual Meeting (1998)	\$ 11,410.50
Vendor Contributions	\$ 1,750.00
Total Income	\$ 14,219.50
	\$ 23,449.05
Expenses	
Annual Meeting (1998)	\$ 13,389.27
Spa Deposit	\$ 1,000.00
Strategic Planning Travel	\$ 582.25
Directory Printing	\$ 190.27
Corporate filing Fee	\$ 61.25
Miscellaneous	\$ 299.19
Total Expenses	\$ 15,522.23
Balance on 12/31/-98	\$ 7,926.82

The excess income from the '98 joint Annual Meeting was split between Georgia and FL.

Alert - Ramona Miller reported for Linda Butson. Linda issued newsletters twice in 98/99 - 150 copies in November (Summer issue) and 165 copies in February (Winter issue). The deadline

for submissions to the Summer '99 issue (coming out in July'99) is June 15, 1999. Linda sent her thanks to everyone who contributed to the newsletters.

Listserv / Web Master - Ramona Miller, UF, took over the listserv from Kathleen Shea and volunteered herself as web master. The site was moved to a UF server where Ramona Miller reworked the site and added the April meeting information. The new URL is <http://www.library.health.ufl.edu/fhsla>. Listserv members rose to 108 from 46 - Ramona has updated the address list.

Scholarships - Barbara reported that the scholarship forms were redesigned to make clearer distinctions between the student and librarian guidelines. Guidelines would now appear on the front of the form in hopes that applicants make sure they qualify before submitting the forms. This year's scholarship winners are Debbie Kent and Anita Lindsay.

State Union List - Jan Booker reported requests for DOCLINE participation from Martin Memorial and Naval Operation Institute.

COMMITTEE REPORTS:

Strategic Planning - Gwen Wolff said a lot of work in the organization gets done at the Strategic Planning meetings. She mentioned some of the things discussed at the 11/98 meeting: scholarship revisions, CE day preferences, fluctuating attendance of annual meetings, committee job description writing, local arrangements, and volunteer forms.

Membership - Barbara Francis reported for Midge Wallace, who is on vacation. FHSLA has over 100 members, 23 of whom are new. The new Chair of the Membership Committee is Ann Phillips from Pensacola. Midge Wallace is stepping down but will continue to help the committee. She will finish the directory and then turn it all over to Ann. Some military libraries have been contacted about possible memberships. In the past, some annual meeting registrants reported being members but had not paid their dues. Starting in 1999 this is being monitored to get those dues paid up by meeting time. Midge supplied Ramona with the member institutions so they could be put on our web site, with links to the institutions' web sites. Midge has also forwarded the volunteers' interests to Barbara so we can take advantage of their willing assistance. She provided a template for committees to use in writing job descriptions for their work; and revised the charge of the Membership committee. The web site has the duties of the officers, but we need an attractive solicitation device for members.

CE - Sue McCullough would like some volunteers for the CE Committee.

Nominating - Committee members Gwen Wolff, Susan Burroughs, Donna Doelling and Debra Lawless nominated Erica Powell, Miami, for Vice-President and Program Chair for the 2000 Annual Meeting; and Pamela Sherwill-Navarro for Secretary.

OLD BUSINESS:

Scholarships - were already mentioned.

CE Course Days - A survey will appear in the Alert to determine the best days of the week for CE courses and the business meeting.

NEW BUSINESS:

Election of Officers - There were no other nominations from the floor. Lisa Eichholtz moved to accept the nomination for Vice President and Ramona Miller seconded it. Erica Powell was voted in. John Orriola moved that we accept the nomination of Pamela Sherwill-Navarro for Secretary, and Jan Booker seconded it. Pamela was voted in.

2000 Annual Meeting - Miami - Erica immediately informed the group of a change in fax number, to 305 -325- 9670. She is trying to work around the Easter holiday, plus the MLA meeting, for early April dates for the meeting. She hopes to reserve a South Miami Beach location. Please forward any CE suggestions to her.

2001 Annual Meeting - Orlando - Under the previously established rotation, UF would host this meeting. However, the MLA meeting is in Orlando that year, so we want to combine the two somehow. The Bylaws dictate an annual business meeting, so we could work it in as an interest section at MLA - possibly an evening dessert meeting. It was decided to have Orlando members make these arrangements. With no objections from the floor, it was decided to add Central Florida to the rotation for Annual Meetings. This gives Central Florida members the opportunity to plan meetings and hold office in FHSLA.

This change in rotation prompts a Bylaws change. The Bylaws have not changed since 1990, so a thorough review will be conducted by a committee to be appointed by the President. Pam Neumann reminded the group that Bylaw changes also may affect the Articles of Incorporation. The Treasurer has a copy for review.

Committee Volunteer Ads - Mentioned earlier in the meeting.

Recognition Awards - Barbara handed out Certificates of Appreciation to:

Gwen Wolff - Vice President and Program Chair
Mary Kaye Raddatz - Secretary - who thanked Dottie Kelly for filling in for her last year
Deedra Walton - Treasurer
Marta Cosculluela - Past President
Jenny Garcia-Barcena - Archivist - (This position is now open since she took a new job.)
Susan McCullough - CE Chair
Jan Booker - State Union List Coordinator
Gwen Wolff - Strategic Planning Chair
Judy Johnston - Web Master
Ramona Miller - Listserv Moderator and Web Master

Barbara Francis then turned over the meeting to new President Gwen Wolff, who presented Barbara with a Certificate of Appreciation for being President and for her leadership ability. Gwen thanked, again, Donna Doelling, Beverly Shattuck and Pat Clark, for their work on the Annual Meeting.

Gwen reported that Faith Meakin was selected as the Local Arrangements Chair for the MLA's 2001 meeting in Orlando. Other committee members will be solicited via the listserv. The meeting site is Pam Neumann is on the National Planning Committee for the meeting that will be held at the Disney Dolphin Resort.

Gwen Wolff, incoming President, adjourned the meeting at 1:45 p.m.

Submitted by,

Mary Kaye Raddatz
Secretary