

**Florida Health Sciences Library Association  
Annual Business Meeting  
April 22, 2005  
Hyatt Regency Jacksonville Riverfront**

The Business Meeting was called to order by President Rana Dole at the Hyatt Regency Jacksonville Riverfront in Jacksonville, Florida on Friday April 22, 2005 at 10:30 am.

A motion was made to approve the minutes of the April 28, 2004 Business Meeting. The Association's first teleconference meeting was held at five sites Gainesville, Jacksonville, Miami, Tampa and Tallahassee. The motion was seconded and approved unanimously.

**OFFICER'S REPORTS**

**President:**

Rana Dole welcomed attendees to the meeting. She thanked Sandra Canham for all of her hard work as Program Chair. Rana also thanked the members of the Program Committee and the Local Arrangements Committee for all of their efforts in planning this Annual Meeting.

Rana went on to thank this year's sponsors: EBSCO Information Services, J.A. Majors Company, Ovid, Stat!Ref/Teton Data Systems, Thomson Scientific, Thomson Dialog and the Tampa Bay Medical Library Network. She also thanked the following for donations and door prizes presented at the meeting: J.A. Majors Company, Baptist Health, Pfizer, EBSCO Information Systems, University of Florida Health Science Center/Jacksonville, Borland Library, Neal-Schuman, Peachpit Press, Demco, Inc., NLM/Docline and Riverside Liquors.

**Vice President/Program Chair:**

Sandra Canham reported that forty-six Florida Health Sciences Libraries members registered for this year's Annual Meeting in Jacksonville, Florida. The University of Florida and the local Florida health sciences librarians were the host institutions for the meeting.

The Program Committee recommended at the 2004 Strategic Planning Committee Meeting to increase registration fee by five dollars as well as the continuing education fees by ten dollars. The fees have been the same for the past two site meetings and with cost increases the Committee felt the association could not absorb the extra costs. We had nine exhibitors and seven contributors who helped cover the meeting costs.

Sandra asked 'Nita Ferree to report on the Continuing Education Committee. 'Nita said that the program included five ½ day CE's, a total of 30 people signed up for classes. 'nita also said that she was thrilled to participate and it was a wonderful experience. She also thanked those who helped with the CE arrangements.

Sandra continued her report by saying that this year's meeting evaluations will be sent out electronically. The evaluations will be sent to both members who attended the meeting as well as those that did not. Sandra recommended that the names of those who submit evaluations be placed in a drawing for either a "free registration" for next year's Annual Meeting or for a book certificate in a comparable amount. Lastly Sandra asked the following "first time" attendees to stand and be recognized: Jamie Burton (Jacksonville), Lisa Naidoo (All Children's Hospital, St Petersburg), Kathy Coughlin (St Petersburg College), Ellie Goodwin (University of Florida), Ha-

Young Park (Florida Hospital College of Health Sciences), Eileen Burg (Palmer Chiropractic College), and John Jones (University of Miami).

**Treasurer:**

Allison Howard reported that FHSLA received \$1,400 in donations from vendors and exhibitors for this meeting. This year she submitted the Uniform Business Report that allows us non-profit status and the fee was \$61.25. The Association also made two donations. The first in memory of Cheryl Dee's mother and the second in the name of Jan Booker's son both of whom passed away this year. Currently, keeping in mind that the conference bills have not been paid, the treasury has a balance of \$21,921.

**COMMITTEE REPORTS**

**Membership:**

John Orriola reported that FHSLA had a total of ninety-three members last year. The previous year the number was 100. Additionally, in September, members should have received the FHSLA Membership Directory. There was a question from the floor regarding adding the names of the honorary members to the directory rather than just listing them. The benefit being that others members would have the Honorary Members contact information. John said that there is currently no mechanism that allows us to keep track of that information. John suggested that we need to institute an application form for the Honorary Members so that they can be treated like other members for purposes of data entry.

**Strategic Planning:**

Rana read the report submitted by Karen Roth. The Strategic Planning Committee met in Clearwater in December 2004. There were three major areas of discussion.

1) Changes to FHSLA the Bylaws:

Corrections, changes and additions were made to the bylaws that will be voted on at this meeting.

2) State Planning Team:

Cheryl Dee presented a proposal for a meeting of academic and medical librarians to put together an online resource that would meet the needs of Florida's underserved population. There was a lot of discussion regarding the proposal.

3) Revision of Strategic Plan and FHSLA Mission Statement:

This document was updated and approved by its committee members.

**APPOINTED POSITION REPORTS**

**Alert Report:**

Beverly Shattuck reported on the **Alert**. Since the last Annual Meeting two issues of the Alert were published and she wanted to thank people for sending in items during the hurricane season. Beverly thanked Allison Howard and John Orriola for their work and sending out the Alert via the electronic discussion list.

Beverly also encouraged people to send in items for the **Alert**. "No news item is too large or too small for the **Alert**." The responsibilities for the publication of the newsletter will rotate to the

University of Florida following the Annual Meeting. Beverly indicated the University of South Florida has completed their three-year rotation. Beverly also announced that FSU would be placed in the rotation after the University of Florida completes their term. FSU will have the Alert at the end of the 2008 Annual Meeting.

### **Web Master's Report:**

Amy Buhler reported 10,000 hits to the website this year. This number is down from last year, which was 12,000. The dates covered by this report were February 2004 to March 2005. Additions made to the website: 2004 Business Meeting Minutes, 2005 Annual Meeting information, and continuing education information. There were also a number of new forms added to the website. Amy is hoping to do a revamp of the website.

### **Acceptance of Committee Reports**

Rana Dole asked for a motion to accept the committee reports. The Pam Neumann (Borland Library, Jacksonville) made the motion. The motion was seconded and carried, all in favor.

### **NEW BUSINESS**

#### **FHSLA Bylaws Revisions:**

Rana said that two copies of the Bylaws have been passed out. One showed the proposed changes to the current Bylaws and the other one is the final document. A motion was made to approve the bylaws changes. Pam Neumann (Borland Library, Jacksonville) motioned to accept and the motion was seconded by Faith Meakin (UFHSC Library, Gainesville). Rana called for discussion.

Various inaccuracies were noted in the revisions to the Bylaws both grammatical and typographical errors. Changes were suggested for Article 2 Section B and Article 9 Amendments.

Pam amended her motion to accept the Bylaws changes with corrections mentioned by Allison Howard and others. Bettye Stilley seconded the motion. The motion was carried, all in favor.

Sandra Canham motioned to establish a standing Continuing Education Committee. Rana called for a vote and the motion was carried without opposition.

Allison Howard made a motion to amend the Bylaws Article II Membership Section 4 Part B to make dues payable by February 14<sup>th</sup> rather than as presently stated as being due and payable at the beginning of the fiscal year and become delinquent after April 30. Allison explained this was discussed at the Executive Committee Meeting, there seemed to be a lot of confusion about the due date.

At this point there was discussion regarding the proper protocol for making changes to the Bylaws by adding sections by vote at this meeting. All the proposed changes to wording of the Bylaws will be referred to the Bylaws Committee.

Allison and Sandra amended their motions to be referred to the Bylaws Committee.

#### **Honorary Membership:**

Rana stated that it was now her pleasure to accept the recommendation of Pam Neumann to nominate Bettye Stilley for FHSLA honorary member. A motion was made to accept the

nomination to make Bettye Stilley an honorary member. The motion was seconded and carried by a unanimous vote. Rana thanked Bettye for all of her hard work over the years to promote FHSLA.

### **Site for the 2006 Annual Meeting:**

Barbara Shearer and Nadine Dexter of FSU College of Medicine, Tallahassee formally invited FHSLA to meet in Tallahassee for the 2006 Annual Meeting. Barbara said that they are very goal oriented people and that their goal is to have "fun." The best possible date would be April 19-22 because the Florida State Legislature would not be in session at that time.

They are currently looking for a hotel to host the Annual Meeting. Nadine gave five reasons why Tallahassee was a good site for the next meeting:

1. Home of two universities
2. The newest medical school in the nation is located there
3. Tallahassee is the capital of Florida
4. There are a number of tours available (including glass bottom boats and a southern plantation
5. Lots going on in the area!

### **ELECTION OF OFFICERS**

#### **Nominating Committee:**

Sandra Canham thanked the members of the Nominating Committee for 2004-2005: Deedra Walton (Orlando Regional Healthcare), Nadine Dexter (FSU), and Diane Rourke (Baptist Healthcare Systems of South Florida). The Nominating Committee submitted the following nominations for Vice President/President Elect Allison Howard and for Secretary Mary Lawrence.

Sandra called for further nominations for Vice President/President elect. Without objections nominations were closed. Allison Howard was elected by a unanimous voice vote. Sandra called for additional nominations for the position of Secretary. Without objections nominations were closed. Mary Lawrence was elected by a unanimous voice vote.

#### **RECOGNITION OF COMMITTEE CHAIRS:**

Rana called to have the Committee Chairs stand up and be recognized. Rana also thanked all the members of the various committees and announced that certificates would be mailed.

#### **ANNOUNCEMENTS:**

Rana turned to meeting over to Sandra Canham the new President and Sandra presented a certificate of appreciation to Rana.

Allison did not serve out her two-year term as Treasurer, as she was elected as Vice President. As stated in the Bylaws, Sandra said that as President she may appoint someone to fill the position, Jacqueline Leskovec from the University of South Florida AHEC and has accepted the position of treasurer.

Sandra also announced the committee chairs and members for 2005-2006:

Rana Dole, as Past President, will be the chair of the Strategic Planning Committee.

Executive Committee Members: Jan Booker, Pat Clark, Martha Scanlon, John Jones, Barbara Shearer, and Doug Waltonbaugh.

Claire Keneally will remain as Membership Chair. Other members of the Committee will be 'Nita Ferree, Pauline Hicks, Sylvia Kyle, John Orriola. John will also remain as database manager and electronic discussion manager.

Deb Lawless is the new Honors and Awards Committee Chair with Betty Jo Gaston and Beverly Shattuck.

Allison Howard will announce the Program Committee for 2006 Meeting in the near future.

Executive Committee members will be posted on the website in the next couple weeks.

Sandra asked for a motion to adjourn the 2005 FHSLA meeting. The meeting was adjourned at 11:45am.

Submitted by Mary Lawrence  
Secretary

As corrected following the April 7, 2006 Annual Business Meeting.