

**Florida Health Sciences Library Association  
Business Meeting**

**Ramada Inn and Conference Center, Tallahassee  
April 7, 2006**

The Business Meeting was called to order by President Sandra Canham at the Ramada Inn & Conference Center, Tallahassee, Florida on Friday April 7, 2006 at 10:30 am.

Sandra Canham asked if Allison Howard, Nadine Dexter, Suzanne Nagy, and Barbara Shearer would stand and be recognized for the work they all did to make this a great meeting.

Sandra also thanked Ada Seltzer for her presentation which was an eye opening experience for everyone.

Sandra mentioned that our meeting is dependent on our sponsors. Nine vendors contributed just over \$2,500.00. These vendors are: EBSCO Information Services, Elsevier/MD Consult, Rittenhouse Book Distributors, McGraw Hill Companies, OVID Technologies, Thomson/Micromedex, Thomson Scientific, Matthews Book Company, and StatRef.

**APPROVAL OF THE MINUTES**

The 2005 Business Meeting minutes were distributed along with the agenda, Treasurer's Report, Committee Reports, and proposed Bylaw revisions. One correction on page 4 Barbara Shattuck should be Barbara Shearer. No other corrections. A motion was made to accept the minutes with corrections and the motion was adopted.

**OFFICER REPORTS**

Pat Clark was asked to give the Treasurer's Report. The written report was reviewed and there being no modifications, the report stands as written.

Allison Howard, Vice President and Program Chair, was asked to give her report. Allison reported that the Program Committee tried some new things this year and the initial feedback regarding these changes has been good.

1. The Continuing Education Committee scheduled a continuing education class on Wednesday afternoon.
2. Vendors were invited to come on both Thursday and Friday.
3. A single day registration was offered for the first time for those people who wanted to come and take a CE only. Seven people took advantage of the opportunity and three of them registered for the entire meeting.

Dr. Brooks, our banquet speaker, was a good choice as he really made many people think about the issues which he touched on in his presentation. Ada Seltzer did a wonderful job this morning as our keynote speaker and she will also be present at the panel discussion later in the day.

Alice Klein will be here as a special guest at the lunch this afternoon. Alice has been an honorary member since 1977 and she was the third president of FHSLA.

The Capitol tour was wonderful. Allison mentioned that there was discussion earlier about the intricacies of putting on a function off site. Allison thanked everyone who stayed after the dinner to help clean up: Deedra Walton, Richard Mercer, Geddy Paulaitis, Beth Layton, Amy Reist, Carolyn Klatt, Carol Warren, Nadine Dexter, and Rose Bland.

Thirty-five FHSLA members attended the meeting and ten non-members. Allison thanked everyone for attending.

### **COMMITTEE and APPOINTED POSITION REPORTS**

#### **Archivist/Historian:**

In the absence of Mel Gutgsell, the Archivist report stands as written.

#### **Continuing Education:**

The Chair recognized Pam Sherwill who reported that the Continuing Education Committee planned 3 courses for this year's meeting: one-four hour class on Wednesday; one-four hour class and one-full day class on Thursday. We partnered with SOLINET to do the disaster planning and we allowed non-members to attend CE courses. Pam reported this was a good experience and it is something that should be considered in the future. Pam heard many good things said about the selection of courses available this year.

#### **Discussion List Coordinator:**

John Orriola's report for the Discussion List Coordinator & Membership Database Manager stands as written.

#### **Honors and Awards:**

Deb Lawless, as Chair of the Honors and Awards Committee, presented her report. Deb reported that no nominations were received. A number of reminders and notices were printed to encourage members to submit nominations and even with an extension of the time limit there was not interest in putting anyone forward this year for Librarian of the Year.

**Membership:**

In the absence of Claire Keneally, the Membership Chair, her report stands as written.

Sandra commented that the membership numbers have gone from a high of 150 to 85 members. In order to rebuild and sustain the membership, the Executive Committee would like to recommend that FHSLA mail out membership invoices each year. The cost would be anywhere between forty and fifty dollars. Sandra asked for a motion to have the recommendation accepted. Allison Howard made the motion and Richard Mercer seconded the motion.

Faith Meakin suggested that we make personal phone calls to previous and delinquent members. A “We miss you” would be better than a delinquent notice. It was noted that some people have returned as members in the past couple years.

Pam Neumann questioned whether the Membership Committee had members who were representative throughout the State.

The motion was adopted.

**Newsletter Co-Editors:**

In absence of co-editors Ellie Bushhousen and Adriana Yoshii, the report for the Newsletter stands as written. Sandra mentioned that this was University of Florida first year of the three year rotation for the Newsletter.

**Webmaster:**

The Webmaster, Amy Buhler, was unable to attend and her report stands as written. Sandra mentioned that Amy recently had a little girl named Ella. Adriana Yoshii filled in as Webmaster during Amy’s maternity leave.

**OLD BUSINESS**

At the 2005 Business Meeting in Jacksonville, Florida revisions to the Bylaws were unanimously approved. During the discussion session additional recommendations were given and these recommendations were discussed at the December 2, 2005 joint Executive Committee & Strategic Planning Meeting. The Committee drew up proposed Bylaw changes which FHSLA members received by email six weeks before the Annual Business Meeting. The Committee agreed on the draft presented:

1. Amend Article II. Membership,  
Section 4. Fiscal Year  
B) Strike “April 30” to be replaced with “February 14.”
2. Amend Article V. Committees - Add an additional section:

### Section 8. Continuing Education Committee

- A) The Continuing Education Committee shall be a standing committee for the purpose of providing relevant and cost-efficient continuing education courses for the Florida Health Sciences Library Association membership at their annual conference. The Chairman shall appoint sufficient members to support the activities of the committee.

### 3. Amend Article V. Committees - Add an additional section:

Section 9. Vacancies (This section will always be the last section as the content presides over the previous sections)

- A) Vacancies within committees shall be filled by the Chair of the Committee in compliance with the descriptions of each committee as listed in Article V. on Committees.

In explanation, the previous section was amended to have continuity between the “vacancies for officers” and the “vacancies for committees.”

Sandra responded to a question from the floor regarding the intent of the addition of Section 9. A. Sandra reported that it was the intention to allow the Committee chairs to appoint new members when the need arose. Pat Cole suggested the language should be changed to “shall be appointed by the chair” in Section 9. A. Sandra asked for a motion to accept the changes to the by-laws.

There was a motion from the floor and it was seconded. The motion was approved.

### **NEW BUSINESS**

#### **Honorary Membership Nominees:**

Sandra Canham announced that there were two nominations for “Honorary Members” this year. The Executive Committee has approved the nominations. Sandra began by reading the letter recommending Naomi Elia. Deedra Walton submitted the letter of recommendation and ended her letter saying that she believed that “those who worked closely with Naomi respected her knowledge, opinions, advice, strong work ethic and appreciated her consistent follow through on FHSLA projects.”

The second nomination received for Honorary Membership was for Pam Neumann, Borland Library, University of Florida Health Science Center, Jacksonville. Nancy Schaefer says of Pam, “She has acted as my formal AHIP mentor for the past several years. She has mentored a number of librarians informally and provided assistance to many FHSLA officers. Her efforts in strategic planning and program/meeting planning have certainly made a difference in the organization.”

The Executive Committee has submitted the two names in nomination for Honorary Membership. Pam and Naomi were asked to leave the room while the membership voted. Naomi was elected as the 16th honorary member and Pam was elected as the 17<sup>th</sup> honorary member.

### **ELECTION OF OFFICERS**

Allison Howard, Chair of the Nomination Committee, identified the members of the Nomination Committee. The members of the Committee were Sue Felber, Linda Butson and Danny O'Neal.

Nadine Dexter was nominated for Vice President/Program Chair and Pat Clark has agreed to serve out the last year of the Treasurer's position for 2006-2007 fiscal year.

Allison asked for additional nominations for Vice President/Program Chair and Treasurer. With no other names submitted, the nominations were closed and both Nadine and Pat were elected unanimously.

### **2007 ANNUAL MEETING INVITATION**

Kaye Robertson, Director of the Medical Library, Nova Southeastern University, Ft. Lauderdale, Florida was introduced to the FHSLA members as the host institution for next year's FHSLA meeting. Kaye hopes that Ft. Lauderdale can live up to the excellent program held this year in Tallahassee.

### **RECOGNITION OF SERVICE**

Allison recognized Carol Warren for her many services to FHSLA at this year's Annual Meeting. Nadine Dexter was also recognized for her tireless efforts to make the Annual Meeting a memorable experience. Nadine in turn recognized Barbara Shearer for allowing her to use the staff on site to help with all the arrangements.

Deb Lawless, as the Honors and Awards Chair, presented service recognition certificates to the following individuals:

Nadine Dexter - President  
Allison Howard - Vice President  
Mary Lawrence - Secretary  
Pat Clark - Treasurer

Mel Gutgsell - Archivist  
John Orriola - Database Editor and Discussion List Monitor  
Ellie Bushhousen - Co-Editor of the Alert

Adriana Yoshii - Co-Editor of the Alert  
Amy Buhler - Webmaster

Allison Howard - Program Committee, Co-Chair  
Nadine Dexter - Program Committee, Co-Chair  
Barbara Shearer - Program Committee  
Mary Kay Hartung - Program Committee  
Pauline Hicks - Program Committee

Claire Keneally-Membership Committee, Chair  
'Nita Ferree - Membership Committee  
Sylvia Kyle - Membership Committee  
Pauline Hicks - Membership Committee  
Suzanne Nagy - Membership Committee

Allison Howard - Nominating Committee, Chair  
Danny O'Neal - Nominating Committee  
Sue Felber - Nominating Committee  
Linda Butson - Nominating Committee

Pam Sherwill - Continuing Education Committee, Chair  
Eileen Burg - Continuing Education Committee  
Ellie Bushhousen - Continuing Education Committee  
Adriana Yoshii - Continuing Education Committee

Deb Lawless - Honor and Awards Committee, Chair  
Betty Jo Gaston -Honor and Awards Committee  
Beverly Shattuck - Honor and Awards Committee

Doug Waltonburg - Strategic Planning Committee  
Jan Booker - Strategic Planning Committee  
Pat Clark - Strategic Planning Committee  
John Jones - Strategic Planning Committee  
Barbara Shearer - Strategic Planning Committee  
Martha Scanlon - Strategic Planning Committee  
Karen Roth - Strategic Planning Committee

Submitted by:  
Mary Lawrence, Secretary