

Florida Health Sciences Library Association

2010 Annual Reports

Officer Reports:

President's Report: Tanya Feddern-Bekcan, Louis Calder Library

I engaged in a number of tasks:

- developed a Hotel Comparison chart to assist with collecting data on conference hotels
- created a Google Calendar for FHSLA conference planning
 - researched and entered in holidays and potential conflicting local events
- with Vice President Ellie Bushhousen, Local Arrangements Chair Erica Powell, and Immediate Past President Nancy Schaefer, narrowed it down to 3 potential conference dates
- with LAC Chair Erica Powell, toured potential conference hotels and took pictures
 - presented our recommendation for conference hotels during the Strategic Planning Committee meeting on November 12th
- created a Google Documents account and mounted many of our conference planning documents to it to assist in efficient collaboration

It was brought to my attention that because of the economy, it would be best to offer a virtual FHSLA business meeting in 2011 and a face-to-face meeting in 2012. This was informally asked and voted upon by the 29 or so FHSLA members who attended the FHSLA Social held during the SC/MLA in November. One member requested having the 2012 face-to-face meeting in Miami; several others agreed. Another member asked about having it in a different location, such as Doral. (The above-mentioned tasks were not wasted and will be quite helpful for future FHSLA officers conducting conference planning.)

Vice President Ellie Bushhousen created a survey for the membership; a vote was put on the FHSLA listserv via SurveyMonkey. In January 2011, the final tally was 52 responses, with the majority voting for a virtual business meeting in 2011 with one or more opportunities during the year to take online continuing education. The breakdown is below:

- Question #1 Type of Librarian = 65.4% Academic; 28.8% Hospital; 5.8% Other
- Question #2 Start of Fiscal Year = 11.5% January; 9.6% June; 55.8% July; 23.1% October
- Question #3 Prefer a face-to-face conference as the Spring 2011 meeting or a virtual business meeting on your computer in 2011 with one or more online CE options during the year = 78.8% Virtual; 21.2% in person
- Question #4 asked for your ideas for topics for continuing education courses. Three pages of ideas were submitted by FHSLA members.

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The 2011 FHSLA Virtual Business Meeting on April 29th will have a networking component, as 6 libraries graciously agreed to host the virtual meeting on-site; members can choose to go to one of those libraries or attend on their own computer. Those 6 libraries are:

- Borland Health Sciences Library of the University of Florida in Jacksonville
- Maguire Medical Library of the Florida State University College of Medicine in Tallahassee
- Health Science Center Library of the University of Florida in Gainesville
- Harriet F. Ginsburg Health Sciences Library of the University of Central Florida College of Medicine in Orlando
- Shimberg Health Sciences Library at the University of South Florida in Tampa
- Louis Calder Memorial Library at the University of Miami Miller School of Medicine in Miami

The meeting location and hosting library for the face-to-face 2012 FHSLA conference has not been officially decided yet.

Vice President/Program Chair Report: Ellie Bushhousen, Health Science Center Libraries, University of Florida

Ellie Bushhousen worked with Patricia Morris of the Northeast Florida Library Network (NEFLIN) and Tanya Feddern-Bekcan to coordinate and schedule the FHSLA 2011 virtual business meeting. The meeting date is Friday, April 29, 2011. Because the University of Florida Smathers Library's membership in NEFLIN, FHSLA is able to utilize NEFLIN's GoToWebinar service at no cost to the organization. In order to ensure all members would be able to participate, two mock webinar sessions were held on March 24, 2011 and March 28, 2011 in order to test the technology and connections. These session participants included FHSLA members who offered their libraries to serve "host" locations for the virtual business meeting. The list and contact information for these individuals and their libraries appeared in the Spring 2011 issue of FHSLAlert. After the successful mock webinar calls, the official invitation to register for the virtual business meeting was sent to members on March 29, 2011.

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Treasurer's Report:

Florida Health Sciences Library Association - 2010 Annual Treasurer's Report			
Details	Calculation Notes		
Beginning Balance Jan 1, 2010	From Kristen Morda's 11/3/2010 Treasurer's Report		\$13,420.93
Ending Balance 12/31/2010	From Bank of America Statement		\$12,673.42
Income 2010			
Dues 2009			\$15.00
Dues 2010			\$1,350.00
Dues 2011	Includes \$30 from Kristen's last Treasurer Report and Dues Received prior to Dec 31, 2010		\$360.00
Sun Coast Hospital (Returned Check Bank Fee)			\$3.75
Bioinformatics CE <i>Incorporating Informatics into the Curriculum</i> Instructors: Gale Hannigan and Janis Brown (6 MLA credits)			\$600.00
Total Income			\$2,328.75
Subtotal YTD			\$15,749.68
Expenses 2010			
General			
Uniform Business Report 2010 (Morda)			\$61.25
Amendment to Uniform Business Report			\$35.00
Strategic Planning Mtg. Travel (Schaefer)			\$116.50
Strategic Planning Mtg. Travel (Haver)			\$24.00
Hostmonster.com Fee (Howard)			\$190.80
SCMLA Sponsorship			\$1,000.00
SCMLA Travel Reimbursement	Total from all reimbursements for SPC Meeting Travel		\$703.31
SCMLA - SPC Meeting Expenses			\$345.40
General Expenses Sub Total	Sum of General Expenses		\$2,476.26
2010 CE Expenses			
Gale Hannigan – CE Instructor			\$200
Janis Brown – CE Instructor			\$200
MLA CE Fee			\$200
CE Expenses Sub Total	Sum of CE Expenses		\$600
January 1, 2010– December 31, 2010			
Total Expenses	Sum of subtotals of Expenses and CE Expenses		\$3,076.26
Ending Balance November 3, 2010	Subtotal YTD minus Total Expenses		\$12,673.42

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Treasurer's Report (continued):

Florida Health Sciences Library Association - 2011 Treasurer's Report YTD as of February 28, 2011			
Activity	Calculation Notes		
Beginning Balance Jan 1, 2011	From Bank of America Statement		\$12,673.42
Ending Balance Feb. 28, 2011	From Bank of America Statement		\$13,318.42
Income 2011			
Dues 2010	MembershipActivity2010 tab (Powell)		\$15.00
Dues 2011 (Received since Jan 1, 2011)	Membership Activity 2011Tab (Sum of Deposits Jan & Feb 2011)		\$630.00
Total Income			\$645.00
Subtotal YTD			\$13,318.42
Expenses 2011			
General			
			0
General Expenses Sub Total	Sum of General Expenses		\$0.00
CE Expenses 2011			
			0
CE Expenses Sub Total	Sum of CE Expenses		\$0.00
Total Expenses January 1, 2011– March 29, 2011			
Total Expenses	Sum of subtotals of Expenses and CE Expenses		\$0.00
Ending Balance November 3, 2010	Subtotal YTD minus Total Expenses		\$13,318.42

Committee Reports:

Continuing Education:

Chair: Roumiana Katzarkov, Miami Children's Hospital

Members: Ellie Bushhousen, Health Science Center Libraries University of Florida; and Daniel Wright, Palmer College of Chiropractic Florida

As the members voted for a virtual meeting in 2011, the CE Classes will also be virtual. The CE Committee will offer two online CE classes to the membership, the first in July and the second - in December.

Based on the membership preferences expressed during the January survey the topic of the first CE will be Mobile or New emerging technologies. The two possible topics for the second CE Class in December could be either "Electronic resources and managing the electronic content"

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or “How to be the CEO of your library – Business 101 for Librarians”. The instructors have not been determined yet. The committee will be working on this in April.

Honors and Awards:

Chair: Kathy Moeller, Borland Library University of Florida Jacksonville

Members: Sylvia Kyle, Nemours Children’s Clinic; Deb Lawless, St. Vincent’s Healthcare

The Honors and Awards Committee has responsibility for four awards:

Librarian/Paraprofessional Scholarships, Student Scholarships, Librarian of the Year, and Honorary Membership.

Due to the fact that Southern Chapter/MLA met in Florida this year, FHSLA did not have a separate annual meeting. Only a brief business meeting was held during SC/MLA in November. Our usual timetable, with deadlines in March, had to be changed to accommodate the November meeting.

The FHSLA Executive Committee decided to offer only the Librarian/Paraprofessional scholarship for attending SC/MLA. Librarian of the Year and Honorary Membership nominations were sought. No nominations or scholarship applications were received for 2010.

The request for nominations for 2011 was placed in the newsletter, and on the web page.

Certificates of participation will be distributed to all committee members.

On a sad note, Alice Klein, a FHSLA Honorary Member since 1977, passed away on April 22nd last year at age 101. Alice was a very active FHSLA member serving as President from 1970-1973. At 98 years young, she attended the lunch at our 2006 Annual Meeting in Tallahassee.

Membership Committee

Chair: Maria Melssen, Florida International University

Members: Emily Harrell, Gulf Coast Community College Library; Bonnie DiGiallonardo, Health Professions Division Library, Nova Southeastern University; and Mary Rickelman, Florida Hospital College of Health Sciences

- November 12th to 14th – The Membership Committee hosted a FHSLA recruitment booth. The aim was to attract potential members and to encourage current members to renew.
 - The approved budget for the booth was initially \$125: \$115 for printing of posters and \$10 for printing FHSLA brochures; however, the posters ended up

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costing \$128.40. To offset this, the printing of the brochures and mentorship interest forms were donated. In short, I only went \$3.40 over budget.

- Two raffles were held: a free one year membership for a new member was awarded to David Peterson and a gift basket for a renewing member (gift basket has been donated by Maria Melssen) was awarded to Nancy Schaefer.
- I staffed this booth periodically Friday, Saturday, and Sunday of the conference. Francisco Fajardo (who is our Access Services Supervisor here at FIU Medical Library) also helped staff the booth).
- Early December – Membership renewal forms were mailed out via USPS to honorary members. Due to travel plans, I was not able to mail these items – Emily Harrell took care of this for me.
- Early December – An email renewal reminder was sent out via the FHSLA email list– included in the email reminder was information regarding the early renewal raffle. Due to travel plans, I was not able to send out this email – Emily Harrell took care of this for me.
- Several times in January, February, and March additional emails have been sent out regarding renewals.
- January 20th – Like 2010, we again held an early renewal raffle to encourage members to renew. Those who renewed by January 20 will be entered in a raffle to win a \$50 gift card (donated by Nancy Schaefer): the prize was awarded to Mary-Kate Haver.
- An initiative was put forth regarding a “Mentorship al a carte.” Sadly, this venture was not well received. As of March 9, only 5 individuals were interested in having a mentor while only 2 were interested in being a mentor.
- A second initiative is begin set forth to recruit new members. Though I do not see this task being completed during my tenure, I am sure the incoming Chair will be able to finish it.
- Other: I have proposed various revisions and changes to the Membership Committee Chair Policy and Procedures webpage. This proposal was submitted to the Executive Committee on October 5th
- As of March 31st there are 76 dues paying members of which 11 are new members. There are 10 honorary members with 1 honorary membership pending. Twenty five members have not renewed.

Nominating Committee:

Chair: Nancy Schaefer, Health Science Center Libraries, University of Florida

Members: Linda Butson, Health Science Center Libraries, University of Florida

Linda Butson (member) and Nancy Schaefer (chair) opened FHSLA’s 2nd electronic election Monday April 4, 2011 with two unopposed candidates: Martin Wood from Florida State

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University for Vice President/President-Elect and Shalu Gillum from University of Central Florida for Secretary. A paper version of the electronic ballot was surface-mailed to the one member who receives the *FHSLAlert* newsletter in print. The ballot will close Friday April 15, 2011 at 5pm EST, votes counted and the winners announced at the Virtual Business meeting on Friday, April 29, 2011.

Program Committee:

[Note from FHSLA President: Not applicable as there is no face-to-face FHSLA conference for 2010.]

Local Arrangements Committee: Erica Powell, Louis Calder Memorial Library, University of Miami

[Note from FHSLA President: Not applicable as there is no face-to-face FHSLA conference for 2010.]

Strategic Planning Committee: Nancy Schaefer, Health Science Center Libraries, University of Florida

To capitalize on the presence of most SPC members at the Southern Chapter/Medical Library Association meeting, the committee met at the SC/MLA conference hotel on the afternoon before the Southern Chapter/Medical Library Association meeting officially began (Friday November 12, 2010.) Costs to the organization to reimburse committee members were higher for lodging but lower for all other expenses than has been the case for face-to-face meetings of the Strategic Planning Committee at approximately the same time of year for the past several years.

President Tanya Feddern-Bekcan presented detailed information from the University of Miami's Local Arrangements Committee about possible dates and venues for a Spring 2011 face-to-face meeting. Brainstorming followed by serious discussion of options for the 2011 meeting, possible changes in the format of face-to-face meetings and continuing education offerings ensued. The committee reviewed FHSLA's Strategic Plan item by item and suggested changes, which were made and sent to SPC members in the months following the meeting for review.

President Tanya Feddern-Bekcan presented suggestions from the SPC meeting to those FHSLA members present at the FHSLA business meeting at SC/MLA on Sunday November 14, 2010 for discussion. Membership then voted in favor of postponing the face-to-face meeting near Miami until 2012. Membership also expressed interest in SPC's idea of replacing at least some speaker

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talks at the next face-to-face annual meeting with “Lightning Rounds” and/or panel discussions and members providing “home-grown” CEs to capitalize on the expertise and experience within FHSLA membership.

Appointed Position Reports:

Archivist: Brenda Linares, Louis Calder Memorial Library, University of Miami

I started creating an excel spreadsheet of the general documents we have in the boxes. I still need to go to each file and list the specific documents we have for each year. If anyone has any documents they would like to submit for our archiving purposes please send them to me to the Calder Library (1601 NW 10th Ave. Miami, FL 33136).

E-List Coordinator: Emily Harrell, Gulf Coast Community College

New members have been added to the list and those members who have not paid have been removed from the list, as was requested by the Membership Committee Coordinator. There are currently 96 emails listed. This list includes some persons with multiple email addresses.

FHSLAlert Newsletter: Hannah Norton, Health Science Center Libraries, University of Florida
Two issues of the *FHSLAlert* were published during this time period, on September 30, 2010 and March 29, 2011. The newsletter was distributed electronically to all members of the FHSLA listserv and a print copy mailed to one member.

Webmaster: Allison Howard, Shimberg Health Sciences Library, University of South Florida
Our web hosting account with HostMonster was renewed for two years along with our domain name, fhsla.org.

The discussion list was added to our HostMonster account. A favicon was added to the site. The favicon is the small picture of palm trees you see in the FHSLA tabs when you open the site. It takes the place of the HostMonster icon. Pages have been updated throughout the year and the new Florida page developed by the NN/LM SE/A has been added on the Library Links page. The newsletters are now listed in reverse chronological order as suggested by a FHSLA member.

Several e-mails were received requesting that we add their links to our site; however, since they were either not health sciences library related or were commercial sites, they were not added.

If members have suggestions for the website, they are welcome to contact me!