

FHSLA 2013 Business Meeting

April 12, 2013

Courtyard Orlando Lake Buena Vista in the Marriott Village, Orlando, Florida

11:30am - 1:30pm

1. Call to order

2. Approval of minutes

- Courtney Milnar moves to approve minutes
- Ricky Perez-Gilbe seconds
- All are in favor – none opposed
- Minutes from June 8, 2012 FHSLA Business Meeting are approved

3. Officer Reports / Committee Chair and Appointed Position Reports

- President's Annual Report stands as written – all approve
- Officer reports are contained in Annual Report, all stand as written – all approve

4. Old Business

(1) Indexing and Digitizing the FHSLA Archives

- 3-5 boxes of archival materials have been moved from Miami to UCFCOM
 - o not sure how much if any has been lost
- Goal is to digitize and index archives so nothing is lost
- Suggestion of putting in one work day to complete the project
 - o some individuals could digitize and some could index and get it all done in one day
 - o goal is to get it done this summer
- UCFCOM to provide space and equipment - scanner and laptop
 - o Suggestion of using Excel to create index
- Discussion of need for OCR - optical character recognition
- suggestion of getting a grant to hire an intern to assist with the project
 - o Nancy Schafer will look into this
- position of archivist is open
 - o can get AHIP points for serving as archivist
- discussion of doing an inventory of boxes at UCFCOM
 - o Matthew David volunteering to go to UCFCOM to help with indexing
- discussion of whether to post finalize digitized archive, possibly on FHSLA website
- discussion of shared document storage - where to house archives with links to Executive Committee (EC)
 - o agreement that only EC would need to have access to archives

- suggestion of putting archives behind password protected section of FSHLA website
- Allison to look into server space and what current server allows and costs involved
- discussion of what other state groups are doing with archives
 - ANCHSL North Carolina - hybrid some digitized and some print; finding aid on website
 - Nancy to investigate what other states are doing, as well as possible grants
- Nancy work on getting a team together to make a list of what is currently in the archives and will let membership know
- Allison to get back to group on costs for website

(2) Hospital Library Consortium Group Purchasing and Licensing – Update

- Discussion of SEA webinar in June on hospital buying consortia
 - A group in NJ has created a hospital buying consortia
 - SEA is funding them to bring that consortia down the eastern seaboard; Florida would be included
 - Rob Mackes is conducting a webinar and all are encouraged to attend
- NJ group is currently negotiating with Elsevier for MD Consult replacement for hospitals
- hospital consortium will be presenting at SC/MLA for all who want to learn more

5. New Business

(1) Voting on By-Laws Amendments:

- a. Article 2. Section 4. Fiscal Year: Dues are due and payable at the beginning of the fiscal year and become delinquent after **April 30. After that date, all inactive members will be deleted from the FHSLA membership listserv.**

- Amendment submitted by Allison Howard
- delinquent date changed to February 15 a couple of years ago so members would pay before annual meeting
 - has not worked out
 - currently allowing members to pay at annual meeting
- April 30 is also the date SC/MLA uses
- Discussion of members desiring to have listserv only for members, but FHSLA never established a date at which time inactive members would be deleted from listserv
- we need a way to clean up listserv each year
- members who have not paid will be contacted first with a reminder
- Courtney Milnar moves to accept; Ricky Perez-Gilbe seconds motion
- All are in favor; none opposed – motion passes and amendment is approved

- b. Article V. Section 3. Strategic Planning Committee: A) The Strategic Planning Committee shall be a standing committee. The Committee consists of **two (2) academic librarians, two (2) hospital librarians plus the Chair (Immediate Past President) for a total of five (5) voting members. The four (4) committee members (not the Chair) will serve for two (2) years with staggered terms, not to exceed three (3) consecutive terms.**

- Discussion of reducing number of individuals on Strategic Planning Committee (SPC) from 7 total members to 5 total members
- Trying to amend bylaws to more accurately reflect current state of SPC
- proposal is to have 5 voting members: Chair (Past President), 2 academic members, 2 hospital members
- currently SPC is supposed to consist of 3 academic and 3 hospital members
 - o these position have not been filled for several years
 - o lack of volunteers/interest
- Executive Committee and SPC jointly decided to make this change
- discussion of whether we need this change
- discussion of need for maintaining an odd number for voting
- discussion of doing away with actual numbers of required members and saying "an equal number of academic and hospital librarians" so that bylaws do not need to be changed repeatedly
- suggestion of putting out information regarding functions of committee/positions on listserv
- Allison Howard puts forth motion of using "at least 2 academic and at least 2 hospital" with a matching number
- suggestion of leaving bylaws as is and seeing how much participation we get, then bring proposal back at next business meeting
- some members are opposed to any changes in this bylaw
- Nadine Dexter offers UCF COM as central location for SPC to meet
- Deborah Lawless moves to table for this year and review again next year; Allison Howard seconds motion
- all are in favor; amendment to bylaw Article V. Section 3 is tabled until next FHSLA business meeting
- Mary Kate Haver and Courtney Milnar still on SPC
- Announcement: if anyone interested in serving on SPC, please see Martin Wood

(2) Location of 2014 Annual Meeting

- feedback from members at this meeting is that Orlando is a good location for FHSLA annual meetings
- we will do a post meeting survey to find out how membership feels for next location - to go out to all FHSLA members
- other options are Tampa Bay area or Melbourne
- two Co-Chairs of CE Committee and Program Chair are from the Tampa Bay area, but all are happy with Orlando

- suggestion of keeping the meeting in this hotel so new SPC does not have to go out and reinvestigate venue and can spend time focusing on program itself
- dates of next meeting are April 3-4, 2014
- everyone seems happy with the current 2 day format

6. Election of Officers

- two positions open: Secretary and Vice President (VP)
- Nominating Committee submitted one name for Secretary: Shalu Gillum
 - o taking nominations from floor: none
 - o All in favor; none opposed
 - o Shalu Gillum to continue on as Secretary
- For Vice President / President-Elect, Nominating Committee submitted one name: Denise Shereff
 - o All in favor; none opposed
 - o Denise Shereff to act as VP/President-Elect
- Martin Wood thanks Executive Committee for their help and support

7. Passing of the Gavel

- Gavel is passed from Martin Wood to Rebecca Harrington as new FHSLA President

8. Announcement of New Committee Chairs 2013-2014

- Martin Wood, Past President and Chair of Strategic Planning Committee
- Roxann Williams to continue as newsletter editor
- Allison Howard remains as webmaster and e-list coordinator
- Beth Auten to remain on Honors and Awards Committee
- Becky Fisher named as Chair of Honors and Awards Committee
- Two Co-Chairs of Continuing Education Committee named: Krystal Bullers and Amy Purvis
- Ricky Perez-Gilbe to continue as Membership Committee Chair
- Archivist position still open and unfilled
- Deedra Walton continuing as Treasurer
- Martin Wood is Nominating Committee Chair
 - o Nominating Committee has open positions
- Announcement: see Martin Wood or Rebecca Harrington if interested in serving on any committees

Adjourned.

Minutes approved with corrections: April 4, 2014