

**FHSLA Strategic Planning Committee Meeting**  
**Shimberg Library – USF College of Medicine**  
**December 18, 2009**  
**10:00 am – 3:00 pm**

Present:

Barbara A. Wood, Chair  
Rebecca Harrington  
Mary-Kate Haver  
Nancy Schaefer, President  
Allison Howard

Guests:

John Orriola, Education Chair  
Rose Bland, Membership Chair

Phone:

Nadine Dexter, Immediate Past Chair  
Sylvia Kyle  
Tanya Feddern-Bekcan, Vice President

**1. Approval of Minutes:**

Minutes from November 14, 2008 meeting approved.

**2. New Business:**

**Membership-Rose Bland:**

- Nadine Dexter will forward list of current Southern Chapter MLA (SC/MLA) members who are not FHSLA members to Rose Bland.
- The membership committee will send a copy of the FHSLA brochure to each SC/MLA individual promoting the benefits of membership in the organization.
- Rose Bland and the membership committee will send email renewal notice to current FHSLA members. Entrance into a drawing for an American Express gift card (value \$25.00) incentive for early renewal by January 22, 2010.
- Once feedback is received from SC/MLA group, the membership committee will focus upon recruiting members from the Florida Panhandle and library schools.
- Honorary members: Strategic Planning Committee will send a recommendation to the Executive Committee regarding establishment of a reduced rate, equivalent to student rate, for honorary members.

**FHSLA & Consortia Agreements:**

- Benefits of consortia agreements relating to members introduced.
- Nancy Schaefer, FHSLA President, will contact SC/MLA to initiate discussion of FHSLA participating in continuing education course offering, role of FHSLA volunteers at SC/MLA annual meeting, and acquiring a table for recruitment of new FHSLA members.
- Rose Bland will check if consortia agreement can be incentive for membership.
- Nadine Dexter will contact Cecilia Botero to ascertain viability of consortia agreements that would allow for non-FHSLA affiliated health science institutions including hospitals as participants.

- Strategic Planning Committee refers information pertaining to the viability of consortia agreements to Executive Committee for further consideration.

**FHSLA e-mail list:**

- Goal to increase activity within the organization.
- Agenda of Strategic Planning Committee will be posted.
- Membership will be asked to comment on the SPC agenda.
- Strategic Planning Committee members should post to the list regularly.
- If the E-List Coordinator sees an increase in e-mail traffic, the Coordinator will poll membership to ascertain if the information is relevant or a nuisance.

**FCHIN update:**

- No communication since last meeting.
- FHSLA prior commitment of up to \$5,200-Kristin Morda, Treasurer, will need to verify amount available. [Note: As of the end of the 2009 Annual Meeting, \$2,854.72 is still remaining in that commitment.]

**Proposed guidelines for years when SC/MLA or MLA meetings are held in Florida:**

- The Strategic Planning Committee refers to the Executive Committee the need for review and possibly amendment of the bylaws to address the issue of conducting annual elections during years in which no annual meeting is scheduled.
- In lieu of a 2010 annual meeting, Nancy Schaefer as President and the Nominating Committee will conduct online elections in Spring 2010 for FHSLA officers as required.
- Nancy Schaefer will make revisions to attachment #2 as discussed and submit updated version to Allison Howard for inclusion in the Policies and Procedures Manual.

**Continuing Education Committee-John Orriola:**

- Continuing Education will explore available online courses that could be offered during the months of April, May, or June 2010 for current FSHLA members.

**3. Old Business:**

**Joint Meeting Discussion:**

- Discussion of ad hoc committee and new assignments
- Barbara Wood, Nancy Schaefer, and John Orriola (as original ad hoc committee member) will update Bibliography and Literature Search for Joint Association Meetings.
- John Orriola will update possible partners table, section 5, attachment 3, to include additional organizations listed in attachment #4 identified through phone survey of 2007.
- Nancy Schaefer will draft list of questions to ask participants of joint meetings.
- Sylvia Kyle will contact Pam Newman to inquire about outcome of joint meeting between FHSLA and Georgia organization in the past.
- Allison Howard will contact Dale Prince about experiences with joint meetings, review archival meeting information, and contact Honorary FHSLA member Pat Cole.
- Rebecca Harrington will contact organizations currently in the process of arranging joint meetings.

- Tanya Feddern-Bekcan will contact organizations for feedback regarding joint meeting experiences.
- All responses should be sent to the Strategic Planning Committee by February 14, 2010.
- Strategic Planning Committee will draft and send report to the Executive Committee on March 15, 2010.

**Evaluation of Strategic Plan:**

- Remove item #4 in Section II – Professional Development, B- Objectives.
- Barbara Wood and Allison Howard will review procedures for modifying Strategic Plan and notifying membership of revisions [note: according to bylaws changes in strategic plan must be approved by FHSLA members.]

--Respectfully submitted by Mary-Kate Haver

Approved March 26, 2010