

## **Strategic Planning Committee and Executive Committee Meeting**

**Mid-year Meeting  
December 12, 1999  
Tampa, FL**

Strategic Planning and Executive committee members and committee chairs were called to a meeting at the University of South Florida, on Friday, December 3, 1999.

Chairperson John Orriola called the meeting to order at 10:00 AM. A welcome to USF and an invitation to visit the Shimberg Health Science Library was extended by Beverly Shattuck.

### **Members Present:**

Booker, Jan Lakeland Reg. Med. Ctr. Lakeland  
Elia, Naomi Orlando Reg. Healthcare Sys. Orlando  
Francis, Barbara Univ. of FL Gainesville  
Kelly, Dottie Sun Coast Healthcare Largo  
Mercer, Richard Orlando Reg. Healthcare Sys. Orlando  
Miller, Ramona Univ. of FL Gainesville  
Orriola, John Univ. of South FL Tampa  
Powell, Erica Univ. of Miami Miami  
Sherwill-Navarro Bayfront Medical Center St. Petersburg  
Tobin, Tara Univ. of FL Gainesville  
Tucker, Prudence Univ. of FL Gainesville  
Walton, Deedra Orlando Reg. Healthcare Sys. Orlando  
Wolff, Gwen Wolfgang Knowledge Mngmt. Tampa

### **Members Absent:**

McCullough, Susan Univ. of FL Jacksonville

### **OLD BUSINESS**

Minutes of the November 16, 1998 meeting were accepted after the following corrections were made: page 5, 3<sup>rd</sup> paragraph the word "Listserv" needs to be capitalized: page 6 near the bottom "The Secretary and Treasurer positions are open for nominations" should say Vice President/Program Chair instead of Treasurer; on page 6 in the section Members Finishing Terms should have the following added, Pamela Sherwill-Navarro was nominated to accept the Secretary position, this was seconded by John Orriola and all accepted.

The majority of the meeting was spent on reports of the various committees and the upcoming meeting in Miami.

### **Executive Committee - Barbara Francis**

New application forms for FHSL Scholarships were distributed. There is one form for students and another for librarians/paraprofessionals. The guidelines for each are printed on the reverse of the application. Scholarship applications must be received two weeks before the deadline for early registration. Students applying for assistance must be more than half time students.

### **List Serv Administrator- Ramona Miller**

The FHSLA web page has been updated to include the new officers' names. At this time the web site has 120 pages. The 1999 membership list was compared with the listserv directory and changes were made as needed. The links have been maintained and the information on the homepage is current. The spring & summer Alerts are on the web site. The notes from the 1999 Annual Meeting have been added to the web site. Currently there are 109 members on the list. Seventeen new members were added, 4 members requested that they be deleted, three were deleted, five addresses were edited and seven duplicate memberships were corrected. Currently the archives are maintained for 23 months. In 1999 there was an average of 5.7 postings per month.

### **Treasurer's Report- Deedra Walton**

The beginning budget on January 1, 1999 was \$7906.82. During the year deposits of \$11,571.00 consisting of membership dues, meeting registration, and meeting sponsors were made. Expenses for the year were \$12,495.08. Two scholarships were awarded, one for a student and one for a para-professional.

### **Union List Coordinator - Jan Booker**

One information packet for Docline participation was distributed to Pensacola Naval Hospital. Included with this was information FHSLA membership. One SERHOLD code was requested in the state last year by Rana Dole of Palmetto General Hospital in Hialeah.

### **Membership Committee- Ann Phillips**

There are a total of 107 members this year. Membership Directories and a welcome letter were mailed to all members. Membership renewals will be sent out in December or January to encourage early, consistent and automatic renewals. The committee is targeting members of NNLM institutions that do not currently have membership in FHSLA.

### **1999 Program Committee Report - Gwen Wolff**

The evaluations from last years' meeting April 14-17 at the Safety Harbor Spa very good overall. There were 75 registered participants. CE classes were offered on two days,

Wednesday and Saturday. It was requested that the results of the meeting survey be placed on the FHSLA web site so that they are available to all members.

### **Program Committee Chairman - Erica Powell**

The FHSLA 2000 Annual meeting; Gateway to the Millennium is scheduled for April 5-8, 2000 at the Miami Beach Ocean Resort. The committee is still negotiating with the hotel on cost, but they are trying to obtain the same pricing that FHSLA had the last time it was scheduled there.

The Keynote speaker will be Steve Ullman who will speak on Business impact on libraries. The banquet will be a Luau. CE courses are planned for Thursday and Saturday. Tentative courses are PubMed, Evidence Based Medicine, Internet Resources, or QuickDoc. Round Table discussions include Mergers and Alliances- How Libraries are being affected, Managing full text e-journals, Technical services-Marcive, and Pointis- a rehabilitation resource.

### **New Business**

#### **Strategic Plan- John Orriola**

The mission statement was accepted as it stands. The committee felt that it still was representative of the organization.

### **Goals**

The following changes were made to the six association goals:

1. Promote access to health sciences information in Florida. (through the biomedical Library network) was removed
2. Provide support for changing roles, needs and concerns of its members. (no change)
3. (support professional standards for health sciences libraries in Florida) delete
4. Promote membership in the Association. (promote is substituted for increase)
5. Improve information network development in Florida. (no change)
6. Improve cooperative relationships with other information and health care organizations. (in Florida and surrounding states was deleted).

In the section on objectives for the current year the following changes occurred:

Section I Membership, A. Goal- promote is substituted for maintain the present level of

In B of that section #5 is added.

5. Reexamine our Package in terms of service and value to reposition FHSLA in the marketplace.

Section C - Implementation - second line the word and is replaced with a comma, and is inserted after Newsletter Editor and Web Master is added .

Section II Programming - # 1 and 3 Add at the end: Web Site and electronic discussion list

In III Cooperative Relationships B #3 change RMLS to NNLM

Section IV Networking, B: add #6 Promote use of list serv and web site.

C: The Strategic Planning Committee is responsible for accomplishing objectives 1,2,3,5, and 6. The Strategic Planning Committee will coordinate monthly communications among members by assigning responsibilities.

Section V. Ad Hoc committees, B: add the following sentence- The policy and procedure manual will be available on the web site.

The meeting was adjourned at 3:28 p.m.

Submitted by,  
Pamela Sherwill-Navarro, Secretary