

## **Meeting Minutes**

### **FHSLA Strategic Planning Committee Meeting**

**Monday, August 19, 2013**

**2:00pm EST (Conference Call)**

**\*Action Items in BOLD RED text.**

#### **Members/Invitees Present**

Martin Wood (Chair)

Kristen Sakmar (Academic Medical Librarian, SPC Member)

Frank Fajardo (Academic Medical Librarian, SPC Member)

John Reazer (Academic Medical Librarian, SPC Member)

David Petersen (Hospital Librarian, SPC Member)

Mary-Kate Haver (Hospital Librarian, SPC Member)

Carrie Adams (Hospital Librarian, SPC Member)

Rebecca Harrington (FHSLA President, Ex-Officio SPC Member)

Denise Shereff (FHSLA Vice President)

Ricky Perez-Gilbe (FHSLA Membership Chair)

Rebecca Fisher (FHSLA Honors and Awards Chair)

#### **Members/Invitees Absent**

Krystal Bullers (FHSLA Continuing Education Co-Chair) – report submitted via email prior to meeting.

Amy Purvis (FHSLA Continuing Education Co-Chair) – report submitted via email prior to meeting.

Ellie Bushhousen (Immediate Past Chair)

#### **Update on the FHSLA Annual Meeting 2014 (Denise Shereff, Rebecca Harrington)**

Theme: The Challenge of Change (announced at 2013 annual meeting)

Executive Committee met in May 2013 to discuss survey results

Informed by survey responses, decision made to meet in Orlando at Rosen Hospitality Management, April 3-4, 2014

Rebecca: Need an attractive logo. A FHSLA member suggested that we have a contest, someone from membership design the 2014 annual logo, prize is free registration or a free CE.

Carrie: What are rules or guidelines of logo?

Rebecca: Something that represents the theme of the meeting, “The Challenge of Change.” We do have parameters for size and dimensions for web and print.

Krysten: Agrees, good idea.

Martin: Suggest stating that the contest is for 1 individual winner, as opposed to a group entry.

Mary-Kate: What about giving out gift cards, as opposed to registration fees?

Rebecca: We want to connect the win to meeting, and encourage the winner to attend.

**Martin: Based on approval, we will include this in the recommendations from the SPC to the EC for their meeting on September 27, 2013 in Orlando. (Action Item assigned to: Martin Wood, SPC Chair)**

**Update from the CE Chairs (Krystal Bullers, Amy Purvis)**

The Evolving Librarian: Responding to Changes in the Workplace and Healthcare by Michelle Kraft.

- Thursday, April 3, 2014
- Paid for with an "Express Training Award" grant from NNLM/SEA (requested and acquired by FHSLA President Rebecca Harrington)

Other suggestions for CEs are for a copyright course with Janet Williams, a course on systematic reviews by Jan Glover, and a course on genomics by Dr. Carrie Iwema. As of 8/19/2013, only the aforementioned CE is confirmed.

**Update from Honors and Awards Chair (Rebecca Fisher)**

Becky: Submitted changes to forms currently on the FHSLA site to Allison Howard. Changes include the new due date and Becky's contact information.

February 28, 2014 is the new due date for Honors and Awards nominees/applicants.

Beth Auten will continue on the Honors and Awards Committee when she comes back from maternity leave.

Becky: How to better promote Librarian of the Year Award?

Martin: Suggests early and repeat postings to the FHSLA e-mail list, LinkedIn, and via FHSALert. Next issue is expected in Fall 2013.

Becky: As far as money goes, there is the availability of 2 up to \$250 scholarships for students. Can we clarify how that money is spent or used?

Rebecca: Can spend on costs associated with the meeting, up to \$250. Suggests consulting with FHSLA Treasurer, Deedra Walton, with any questions.

**Review of Strategic Plan (Brainstorm list of items meriting further discussion.) (Martin Wood facilitating)**

Mary-Kate: What is the membership count for FHSLA this year?

Rebecca: Believes it is 96, but will check.

Kristen: What is the "member-get-a-member"?

Mary-Kate: FCHIN and GoLocal need to be struck. They no longer exist.

Mary-Kate: Shift away from "Increasing Membership". Focus on "Current Members" first, and develop what the benefits are of being a member.

David: What exactly is considering collaboration? Needs to be a clear definition of who we are collaborating with, and what the objectives are.

Martin: Professional Development, 4. Needs to be more clear and specific.

Carrie: Many areas that we need to define better.

Biggest challenges: Vagueness in Strategic Plan, areas that are no longer applicable, obsolete. Needs revision and update to reflect current goals and objectives of FHSLA members.

**Mentorship program and update from Membership Chair (Ricky Perez-Gilbe)**

Mentorship program is non-existent right now. We have more people looking for mentorships than we do mentors volunteering. 2 mentors, 10-12 members looking for mentorships. An official, formal mentorship program is hard due to time constraints and mentor/mentee availability. Difficult to mentor due to distances. Mentorships could shift to having those folks identified as mentors as the subject matter experts in particular areas. Could result in folks being more comfortable in calling or emailing someone to talk about issues and share questions and answers.

Idea of a members bibliography on the FHSLA web site, find out who is focused on which topics, and areas of expertise. Need a way to identify who knows what in FHSLA, and encourage people to call or email them.

If we're going to have an official Mentorship Program, we'll need to sit down and plan how it is going to work. The way that it exists right now, it isn't working. We can ask for interest on the application form, but we don't have the volunteers who are available to be mentors.

Mary-Kate: A leadership development project. Something similar that develops mentors? If you had some sort of exposure to train a mentor, then maybe they would be more interested in becoming a mentor. Could include a training or certificate in order to become a mentor.

Ricky: Thinking shifting the mentor program to something less formal. Focus on what folks are already doing, and make them available to those members that have questions about that/those topics.

Encourage folks to post to the listserv when they have questions about something that they don't know about. MedLib-L uses this method, and members learn a lot.

Mary-Kate: What about a monthly webinar to disseminate information on a particular topic? This would fit #3 under membership objectives.

Ricky: Not certain about monthly, but the idea of holding regular discussions is a good idea.

Carrie: Membership level itself (roughly 100 members). Could help to provide an overview of what mentors are expected to do, to help members define what being a mentor means.

Mary-Kate: Strike 1.h. mentorship program, and focus on mentorship from fellow members as something more general as the "mentoring" piece of the strategic plan for FHSLA.

Ricky: SEFLIN emails every month with a presentation on something specific. Someone who is doing something and wants to talk about it. Could have a conference call or webinar to give people an opportunity to share that might interesting the group, jumpstart a conversation, and encourage communication between members.

Carrie: NEFLIN just started interest groups for technical services, leadership, etc. Every three months they have a conference call that is focused on an initiative at the home library or a more general

discussion. Leadership, for example, may talk about a book, or what folks are doing at their library in the way of leadership, and is member-driven and can evolve to what the interests of the group are.

Ricky: We have not made a big push for MLS students at USF or FSU.

Martin: At FSU, when FHSLA is put before the students, it isn't at a point in their career when they are ready for FHSLA. They lack context, and have not yet determined what kind of librarian they want to be.

Ricky: Collaborating should encourage us to go outside of our traditional areas and invite other people to become members and contribute to the conversation.

Martin: Likes the mentality of striking the "mentorship" umbrella, and making mentorship part of what we all do as members.

Ricky: Meeting once or even multiple times a year is challenging, and is not unique to FHSLA. We need to look at doing more things online.

Mary-Kate: Focus on ongoing network and participation and electronic contacts throughout the year. If you want to label something as mentoring, could offer an existing member to "mentor" a new attendee at the annual meeting, introduce them to others, etc. Encourages folks to break out from the familiar and network with their peers.

Rebecca: Idea of folks showing up as a "FHSLA Ambassador" to mentor new attendees. Host a new member meet and greet, with old and new members, and the ambassador introduces them.

<SPC unanimously supported the FHSLA Ambassador idea>

**Martin, as SPC Chair, to post a working copy of the Strategic Plan to Google Docs for SPC members to collaborate and update. Goal is to provide an update to the Executive Committee at their September 27, 2013 meeting about what the SPC aiming to accomplish.**

#### **Renewal Forms to Members Pre-Populated** (Ricky Perez-Gilbe)

Ricky: This is being done in hopes to encourage folks to renew, and make it easier for them to update out-of-date information.

Noted that once an update Strategic Plan is approved by the SPC, it may need to be funneled through other channels as well.

**Martin to follow-up and clarify the overall process for voting and/or approval of the Strategic Plan.**