

FHSLA Strategic Planning Committee Meeting
UCF College of Medicine
November 14, 2008
10 am – 3 pm

Present:

Nadine Dexter, Chair
Pat Clark
John Orriola
Roumiana Katzarkov
Kaye Robertson
Beth Layton
Allison Howard (Past Chair)
Barbara Wood (President - Ex Officio)
Nancy Schaefer (Vice President - Ex Officio)

Guests:

Linda Butson, CE Chair
Kristen Morda, Treasurer

1. Approval of Minutes

- a. Minutes from November 7, 2007 meeting approved with corrections.
- b. Minutes from September 8, 2008 teleconference approved with corrections.

2. **Bylaws Change:** Nadine Dexter and Barbara Wood announced that the recent vote on changing the Bylaws to add the Membership Chair to the Executive Committee has passed. Allison Howard will update the website. Rose Bland, Membership Chair, needs to be added to the Executive Committee email list.

3. **Other Bylaws changes** for the Annual Meeting are changing the number of people on the Strategic Planning Committee to 8 (eight). The Bylaws were never changed when we elected to have the past SPC chair remain on the committee. This Past Chair member needs to be changed to an Ex officio member so the voting contingency of the committee remains an odd number.

4. **Joint Meetings.** Charlie Parker had approached FHSLA about doing a joint meeting with the Florida Library Association (FLA) as we were seen as the “subject experts” in the area of consumer health. Their planning was already too far along for us to join in this year. In 2010 SC/MLA will be held in the Tampa Bay Area so we will only have a Business Meeting. The next opportunity for a joint meeting would be in 2011. FLA has a multi-year contract with the Doubletree Hotel outside of Universal Studios. The dates have been set for several years ahead but we don’t know whether it includes 2011.

- a. **Guidelines for Joint Meetings:** Barbara Wood, John Orriola and Nancy Schaefer volunteered to look at criteria to use for joint meetings that we can use as guidelines, recognizing each joint meeting might be somewhat different. Things like profiles, lessons learned etc. would be very beneficial. They will report back to SPC by February 14, 2009.
- b. **Exhibit at FLA:** Beth Layton will investigate how the RML might fund a table at the FLA meeting for the RML, FCHIN and FHSLA. There should be 1-2 representatives from each group attending the table.

5. Old Action Items

a. Membership Committee

1. Has Rose received the lists from TaBaMLN, FLA Special Libraries and the Miami Health Sciences Library Consortium? [Follow-up note: She has only the FLA Special Libraries list-amh]
2. SPC suggested the Membership Committee consider arranging for mentors to new members
3. Make contacts personal – conversational phone calls
 - A relatively new member (Roumania) recounted her personal experience of the positive effect of another member making contacts personal esp. with a friendly, conversational phone call and recommended future Membership Committee members use this as a more effective method for building membership than a blanket email soliciting members.
4. Nadine mentioned that FIU COM has just hired 2 new librarians and it would be good for the Membership Committee to invite them to become part of FHSLA.
5. If membership is as important as we say it is, we need more members on that committee
6. Kristen Morda is on the Membership Committee as Directory Editor.

b. CE Committee

1. Partner with consortia to offer CEs throughout the year
 - i. Providing a clearinghouse of CEs available in the state would be very time consuming
 - ii. CE Chair is overloaded and won't be able to address joint CEs with other groups this year but would welcome any one else who has an interest in spearheading this.

6. SC/MLA in Florida – October 24-28, 2010

- a. Pat Clark has been asked to be the Local Arrangements Chair and has received many offers of help.
- b. FHSLA will have a business meeting only that year and will encourage members to attend SC/MLA. Perhaps we can have a CE class in the spring.

7. Florida Consumer Health Information Network (FCHIN)

- a. Beth Layton presented a report on the activities of FCHIN since they came together a year ago as a large group with different opinions, ideas, and perspectives.
- b. FCHIN has now structured itself into 3 subcommittees: Communication/Marketing, chaired by Beth Layton; Education/Training, chaired by Charlie Parker of the Tampa Bay Library Consortium (TBLC); and Content, chaired by Mark Flynn of the Florida Electronic Library (FEL).
- c. Participation continues in the Agency for Health Care Administration (AHCA) Workgroups.
- d. The FCHIN website was created and is hosted on the FSHLA website.
- e. A teleconference of the Steering Committee will take place on December 8, 2008 to update everyone on the work of the committees and next steps.
- f. Face-to-face meeting will be held at the FHSLA 2009 annual meeting. The RML grant has been extended until June 30, 2009.
- g. Everyone is welcome to contribute and initiate projects of getting health information out to the community. FCHIN would be interested in partnering with others with similar goals such as a GoLocal project.
- h. FHSLA agreed to sponsor FCHIN up to \$5,200 and have currently spent \$1,424.46.

8. Treasurer's Report: Kristen Morda gave the Treasurer's Report.

In January 2008 we had \$15,867.37 in the treasury. As of November 14, 2008 we have \$11,201.74. In 2008, we spent \$16,674.37 on the Annual Meeting. We knew going into this meeting that it would

be more expensive but it was a way to give back to the members. There were some unplanned expenses (lessons learned!) and we had to pay for some no-shows as well.

9. Annual Meeting 2009 – April 22-24

a. CE Committee – Linda Buston, Chair

1. Linda presented the results of the online survey that was sent out to FHSLA members.
2. People tended to like 4 hour classes rather the 6 or 8 hours. No question was included about 2-3 hour classes.
3. MLA credits were somewhat important.
4. With the need to keep costs down the *Redesigning Library Space* was not considered as the instructor lives in Indiana. While the *Coping with the Economy* and the *Library Leadership* classes evoked interest, they are not being pursued as these classes don't currently exist and there is no time to develop them. The *Using Media* was thought to be a duplicate of a class held at Deerfield Beach in 2007.
5. Classes for 2009 have been narrowed down to the following and instructors have passed on accepting honorariums.
 - i. Government Resources in Consumer Health – Kathy Moeller
 - ii. Using Free or Low Cost Web 2.0 Tools – Ellie Bushhousen
 - iii. Technology Planning for Health Sciences Librarians – Wallace McLendon
 - iv. Presenting Data and Information with Consideration to Audience – Randy Graff (UF)

b. Local Arrangements and Program Committees – Nancy Schaefer

1. Nancy discussed the two main options for hotels
2. Garden Hilton Inn has two rooms we can use; people there have been very helpful; breakfast is included in room rate (\$99.00); vendors could set-up outside the meeting rooms; we can be flexible if need be given the cost difference at the other area hotels.
3. SPC gave the go-ahead for Nancy to sign the contract.
4. Keynote Speaker: possibility of getting a neurosurgeon who is involved in the connections between patients, physicians, and librarians.
5. Other ideas:
 - i. Meditation or yoga for Thursday and/or Friday morning
 - ii. Problem solving task at each table during the banquet or as part of the meeting on Friday
 - iii. Give each person a number when they check in at the registration desk that will later assign them to a group for a particular topic discussion or roundtable
 - iv. "Speed-dating" table topics
6. Suggestion: Business Meeting 9-10:15; Keynote and/or activities 10:30-12:30.
7. Conference theme: Creating Connection (the 7 C's – maybe; such as: Caring, Competencies, Collaboration, Community, Coping, Consumer, Change, Cost-Containment, Colleagues, Chocolate(!), etc. which can be used in conjunction with the table topics)

10. Newsletter – Nadine Dexter

- a. Submission deadline is November 26 with the goal of that it will be finished in early December.
- b. Although it is FSU's turn they are short staffed so Nadine Dexter, Allison Howard and Linda Butson have offered their assistance.

11. The 2008 Annual Meeting Evaluations were passed out.

Respectfully submitted by Allison Howard