

**Florida Health Sciences Library Association
2017 Business Meeting**

March 31, 2017
Mayo Clinic, Jacksonville, Florida
Kinne Auditorium, 1:00pm - 1:45pm

The FHSLA Business Meeting was called to order by President John Reynolds at the Kinne Auditorium at the Mayo Clinic, Jacksonville, FL, on Friday, March 30th at 1:15 pm.

1. Call to order

2. Approval of minutes

- Kristin Kroger moved to approve the minutes
- Tara Brigham seconded this motion
- All are in favor - none were opposed
- Minutes from 2016 FHSLA Business Meeting were approved

3. Officer Reports

- President's Report - John Reynolds
 - Annual Report stands as written - please refer to it for more information
 - Thanked many individuals for their support and guidance
 - Noted that there were 36 FHSLA members, as well as 10 vendors, registered to attend this annual meeting
 - Highlighted the new position of 'Social Media Coordinator' for FHSLA and Kelsa Bartley has filled this role.
 - Noted that all of the 2017 FHSLA posters will archived on the Open Science Framework: <https://osf.io/view/fhsla2017/>
- Vice President's Report - Jeff Gluff
 - Annual Report stands as written - please refer to it for more information
 - Noted that the theme for the annual meeting - "Sharing Our Knowledge" - was chosen as a consensus
 - Kelsa Bartley, FHSLA Social Media Coordinator, designed the 2017 FHSLA annual meeting logo
 - Provided an overview of the events taking place during the 2017 Annual Meeting - Mayo Clinic's Chair of Education Department, Nell Robinson welcomed group earlier, two CE courses were offered, and a new session called 'Roundtables' were included in 2017 FHSLA Annual Meeting

- Thanked many individuals for guidance and support
- Treasurer's Report - Jorge Perez
 - Annual Report stands as written - please refer to it for more information
 - Noted that there was \$18,000 in bank account current
 - Highlighted that he is investigating a better way to pay for Membership fees as well as the Annual Meeting registration fees - Allison Howard is investigating one option that would allow for a 'shopping cart' function on the FHSLA website
 - Noted that \$61 was paid to maintain FHSLA's nonprofit status and also paid for the hosting FHSLA website and domain

4. Committee Chair and Appointed Position Reports

- Archivist's Report - John Reynolds provided on behalf of Krystal Bullers
 - Annual Report stands as written - please refer to it for more information
 - Noted that while much of the paper files have now been digitized, most of these scanned files need metadata still
 - Questioned what should be done old financial reports - will contact Treasurer Jorge Perez
- Continuing Education (CE) Coordinator's Report - Kristin Kroger
 - Annual Report stands as written - please refer to it for more information
 - Highlighted that a CE Committee was formed and several members volunteered - Carmen Bou-Crick, Amanda Chiplock, Mary-Kate Haver, Melinda Johnson, Zsuzsanna Nemeth, and Ariel Pomputius
 - Thanked CE Committee members for their assistance
- FHSLA Alert Editor's Report - Pammy Herring
 - Annual Report stands as written - please refer to it for more information
 - Two editions of the newsletter were released in the last two years
 - Pammy's term is ending as editor
 - Arlene Hessler will be taking Pammy's place as FHSLA Alert's editor
- Webmaster and Mailing List Coordinator's Report - Allison Howard
 - Annual Report stands as written - please refer to it for more information
 - Mentioned that the website is almost up to date - please send Allison any additional updates
 - Noted that the annual reports will be posted when she returns

- Noted that John Reazer (and the SPC) has helped with errors on the website
- Membership Chair's Report - Frank Fajardo
 - Annual Report stands as written - please refer to it for more information
 - Noted that there are currently 79 members - 8 of these members are new
- Strategic Planning Committee (SPC) Chair's Report - John Reazer
 - Annual Report stands as written - please refer to it for more information
 - Recognized the SPC members who were at the annual meeting
 - Highlighted that Kelsa Bartley was the new Social Media Coordinator, which is a new position with FHSLA
 - Noted that the SPC had several phone call meetings
 - Mentioned that they have started to identify errors and typos on the website and the documents on the website
 - Notified members to be on lookout for future emails about changes to the Mission Statement and Bylaws
- Nominating Committee Chair's Report - John Reazer
 - Annual Report stands as written - please refer to it for more information
 - Noted that there is a need for more individuals on the SPC
 - Nominating Committee identified two open officer positions - Vice President and Secretary
- Honors and Award Chair's Report - John Reynolds provided on behalf of Becky Fisher
 - Annual Report stands as written - please refer to it for more information
 - There are four potential awards (Honorary Member, Librarian of the Year, Librarian and Paraprofessional Scholarship, and Student Scholarship)
 - There was only one applicant for the Student Scholarship
 - Student Scholarship Recipient – Arlene Haessler, University of South Florida

* *President's Annual Report stands as written – all approve*

* *Officer, Committee Chair and Appointed Position Reports are contained in Annual Report, all stand as written – all approve*

5. Old Business

- Committee Participation

- More individuals are needed to help and take part in FHSLA Committees - John Reynolds encouraged everyone to be part of a committee; The CE Committee was increased to 6 people, Membership Committee to 5
- Steering Committee filled vacancies
- Association Member Communication
 - John Reynolds noted that Kelsa Bartley is the new Social Media Coordinator and she has set up a [Facebook page](#) and [Twitter account](#) for the Association, in addition to taking over the [LinkedIn group](#)
 - Technical improvements to the mailing list have been made since there were a few technical difficulties earlier this year

6. New Business

- Amendments to the Bylaws
 - Proposal 1 – Change the membership of the Executive Board by adding the standing committee chairs and appointed officers, change the name of the Executive Board to Executive Committee, and add the requirement of a quorum for Committee votes.
 - Proposal 2 – Remove “mail” as an option for types of ballots

****Decision was made to vote on the changes to the Bylaws by email since there was a lack of half of the membership at the meeting.***

7. Election of Officers

- Two positions open: Vice President (VP) and Secretary
- Nominating Committee submitted one name for Vice President/ President-Elect: Mary Kate Haver
 - Taking nominations from floor: none
 - All in favor; none opposed
 - Mary Kate Haver to act as VP/ President-Elect
- Nominating Committee submitted three names for Secretary: Carmen Bou-Crick, Susan Harnett and Ariel Pomputius
 - After a short ballot distribution and vote, results were tallied.
 - Carmen Bou-Crick received 7 votes, Susan Harnett received 5 votes, and Ariel Pomputius received 15 votes
 - Ariel Pomputius to act as Secretary for the next two years

8. Passing of the Gavel

- ***Gavel is passed from John Reynolds to Jeff Gluff as new FHSLA President***
- Jeff accepted, and let the attendees know that next year (2018) the FHSLA Annual Meeting will take place during the autumn MLA/SC meeting in Orlando, FL. Most likely the Business Meeting will take place during MLA/SC. There are plans offer an online CE and also hold a vote on open positions in spring 2018.

9. Status of Officers and Committee Chairs and Appointment Positions 2017-2018

- John Reynolds, Past President and Chair of Strategic Planning Committee and Nominating Committee
- Arlene Hessler to replace Pammy Herring as FHSLA Alert Newsletter Editor
- Allison Howard remains as Webmaster and Mailing List Coordinator
- Jorge Perez remains Treasurer
- Open position to replace Becky Fisher as Chair of Honors and Awards Committee
- Open position to replace Kristin Kroger as Chair of Honors and Awards Committee
- Open position to replace Frank Fajardo as Chair of Membership Committee
- Open position to replace Krystal Bullers as Archivist
- Open position of Membership Directory Editor

*Announcement: see John Reynolds or Jeff Gluff if interested in serving on any committees

Adjournment

Allison Howard motioned to end the business meeting

Jeff Gluff ends meeting at 1:55pm