

North Dakota Library Association/Health Science Information Section
Spring Business Meeting: DRAFT of Minutes
Grand Forks, ND
Friday, April 29, 2011
1:30 pm – 2:50 pm

Members Present:

Karen Anderson, Trinity Hospital Library, Minot
Sandi Bates, UND Library of the Health Sciences, Grand Forks
Holly Burt, NN/LM Greater Midwest Region, Chicago
Holly Gabriel, UND Rural Assistance Center, Grand Forks
Dawn Hackman, UND Library of the Health Sciences
Mary Markland, UND SE Clinical Campus, Fargo
Theresa Norton, UND Library of the Health Sciences
Ron Padot, VA Medical Library, Fargo
Ann Pederson, Altru Medical Library, Grand Forks
Lila Pedersen, UND Library of the Health Sciences, Grand Forks
Mike Safratowich, UND Library of the Health Sciences, Grand Forks
Travis Schulz, MedCenter One Health Sciences Library, Bismarck
Laura Trude, UND Health Workforce Information Center, Grand Forks

- I. The meeting was called to order by Mary Markland, Chair of HSIS. Attendees introduced themselves. No additions to the agenda were made.
- II. Approval of the minutes from the HSIS Fall 2010 Meeting
Ann Pederson made a motion to accept the minutes. Holly Gabriel seconded the motion. The motion was approved.
- III. Approval of Listserv minutes from October 2, 2010 to April 27, 2011
Ann Pederson made a motion to accept the minutes. Mary Markland seconded the motion. The motion was approved.
- IV. Reports
 - a. Nominating Committee Report, Travis Schulz
 - i. Holly Gabriel agreed to run for chair-elect
 - ii. Sandi Bates agreed to run for secretary
 - b. HSIS Professional Development Grant Report, Mary Markland
Laura Trude and Mary Markland won it last year to go to the Madison Midwest MLA. Mike said we still have \$2,200 in our account for the grant. The grant amount is for \$750. The Midwest meeting moves states so states take turns and they get to keep part of the profits. HSIS made about \$8,000 and was able to keep some of that and gave the rest to NDLA. Now the chapter deals with more of the finances like the bank account and paying bills. Before each state had to open bank accounts, which led to bad credit (except for HSIS, because we used the NDLA account). The upcoming Midwest MLA

meeting will be in Indianapolis October 8-11th. Laura Trude shared a little about her conference experience and encouraged others to go.

c. Bylaws and Policy Committee Report, Laura Trude

We need to remove the word “mail” from Article VI, Section 5, A so that we can distribute ballots in electronic format in the very unlikely circumstance that we might want to remove an officer. See your handouts; this information was also distributed on the listserv over a month ago, as required prior to votes for bylaw changes. We will also need to amend the handbook to include information on distributing and approving electronic minutes, but that discussion can happen online.

Mary Markland determined that we do have a quorum to vote on the change (11 voting members in attendance out of 34 in the HSIS section). Travis cannot vote as he has not yet paid his 2011 dues. Dawn Hackman made a motion to remove the word “mail” from Article VI, Section 5, A of the bylaws. Theresa Norton seconded the motion. All voted in favor and the motion was approved. HSIS secretary, Laura Trude, will send the changes to the Bylaws and Policies Committee.

d. NDLA HSIS Executive Board Report

Mary Markland reports that the fall NDLA conference will be in Minot. The HSIS program and business meeting will probably be on Friday. Phyllis Bratton is organizing the meeting as the executive board is transitioning who plans the conference. The logo is being changed to green and blue. Lori West wanted to make stationary and asked for the web logo and learned that the web logo was inconsistent with the stationary logo. So now the logo is being changed and three final designs will be voted on at the upcoming executive board meeting.

Lila Pedersen is working on the HSIS program for the annual NDLA meeting. Max Anderson was going to do a half day workshop on mobile technologies, but with the 5-year GMR contract done in April, now they do not have enough money for travel so Max cannot come. The program would have been for 4 CEs. Lila asked for suggestions, perhaps speakers from other regions that have bigger travel budgets, a speaker from the recent Minitex technology conference, or someone from Minnesota. HSIS will have to approach NDLA for money.

Sandi asked if Max could offer the session virtually. Lila replied that the technology at the hotel was not the greatest for that and the social interactions wouldn't be as good. Also, it's not a preconference as he could only do it on Friday, Mary Markland added. We also discussed whether he could come if we paid for his airfare. Holly Burt looked up tickets and found that is about \$1,000 from Chicago to Minot round-trip. If he could come Tuesday-Sunday, it would still be \$500, but he is presenting in Michigan right before the NDLA conference, which is why he could only do it on Friday. He will be driving to Michigan.

Samanthi is not exhibiting either because of the travel budget. We decided we could exhibit for her. Holly Burt said NN/LM can cover the exhibit fee, shipping, etc. up to \$1,500. Mary said she may ask HSIS to staff the booth and asked who is coming to the annual meeting. Lila wants program ideas by the end of next week, even national programs you attended recently on a topic of broad interest to public and academic libraries. We need to decide on a program soon and there are still lots of open slots for programs.

Sandi put in a plug for the Intellectual Freedom Committee. She applied for a grant to get banned book t-shirts. They plan to do read-outs at the fall conference and have QR codes for those with mobile devices that lead to a website. If the committee doesn't get the grant, the t-shirts will be \$28 and includes money for books for Africa.

e. GMR Update

Holly Burt reported that NLM received the contract again at the University of Illinois. Midcontinental region probably received the national training center contract because they have people in all states rather than just Chicago. There is a 1 ½ day PubMed class. More classes are online. Outreach and Evaluation (OERC) is in Seattle and Webstock. May 1 the new webpage and contracts will start. She went through a handout with a list of traveling exhibitions, including Binding Wounds, Harry Potter's World, Open Doors, and Life & Limb (which is on the Civil War). The budget is tight through the end of this year because of Congress (NIH trickles down money to NN/LM) so there will be less travel and more online classes. Max is working on new classes. Of the eight regional centers, two were in competition which happens every five years. New York lost its contract to the University of Pittsburgh. NN/LM will be offering awards for: exhibit, community (emergency) preparedness, outreach, planning, professional development, technology, major and target outreach. Holly Burt also reviewed the online education NN/LM offers and promotional materials members can order. She showed us pictures of the exhibits they have, including three new pull-up banners. The tech support position is also being revamped because of budget issues.

f. RAC Report

Travis said he has nothing to report from the Regional Advisory Committee. Holly Burt said that there are 20 RAC members, including one representative from each state and ten more. They have working groups for public health, consumer health, and e-licensing issues. They meet once a year, usually in Chicago between September and December. The RAC representative is elected in North Dakota for either a 3 year or 2 year term because of the 5 year GMR grant, which can make elections confusing. Mary Markland said we keep track of which years we need to hold an election.

g. Midwest Chapter/MLA Report

Lila is the representative but Mary Markland attended the spring board meeting via phone as she was the Potential Candidate for the MLA Nominating Committee. Mary Markland reported that MW MLA has lots of money. They are getting ready to survey

members via the University of Minnesota. The MW MLA has awards also. Upcoming meetings are:

- Oct. 2011 in Indianapolis
- Oct. 2012 in Rochester
- 2013 in Peoria, Illinois
- Oct. 2014 in Bismarck

Mary Markland has a contract from the Radisson in Bismarck but has not signed it yet. The only other hotel was not interested in hosting us. Signing the contract probably locks in the room rates but not the food. Registration and financing will be easier this time around because the chapter does more of that. We will likely have a Western theme and talk about programs and the theme next year.

Sandi Bates asked why we made so much money last time we held the MW MLA. Mary Markland said that was because we did not have to pay for meeting rooms, the food was cheaper in Fargo than the locations they based the cost estimates off of, more people came than they were expecting, Brian Vogh did the technology and support, and some speakers waived their fees. The Holiday Inn was great to work with and they had an experienced event planner at the time which helped them estimate the number of plates of food needed etc. very close to the actual numbers, reducing waste. People really liked the Fargo conference, so they have high expectations. Most people will have to fly to Bismarck, but they haven't been there before either, so we don't know how many people to expect.

V. Old Business

a. Emergency Preparedness Update

Ann Pederson is the appointed state representative. She was awarded money to attend the Disaster Information Outreach Symposium from the GMR. Ann Pederson reported that the event was a fascinating two days of meetings and speakers. Social media's role is especially interesting. Most people expect a response within an hour but the national Red Cross is not able to respond to a specific street corner. Now the Red Cross has people to monitor Facebook and Twitter. They opened shelters based on reports, including tweets. The main themes were, "How well do you know your community?" and "What is your role?"

Ann Pederson also attended a summit in Chicago with regional GMR representatives about disaster preparedness scenarios and plans. There is a disaster listserv also. They discussed the importance of keeping information fresh and visible and expanding upon it. A disaster certification is in the works, similar to the consumer health information certification. Holly Burt said the Disaster Preparedness Working Group also reports to RAC.

b. Midwest Chapter Meeting in Bismarck

Mary Markland already covered this in the Midwest Chapter report.

VI. New Business

a. HSIS Bylaws Revision

We already covered this and voted on it. We will discuss modifying the manual to include more information on electronic minutes.

b. 2010 Annual Conference Program

We already covered this. Lila wants program ideas.

VII. Announcements/What's New

Sandi Bates asked whether there was a secretary elect like there is a chair elect. Laura Trude clarified that the elect position only exists for chairs, not secretaries. Laura Trude was voted in last fall and began her duties after the annual fall meeting. Sandi said she will be in Woods Hole during the upcoming annual meeting in 2011. Laura Trude said that will not be a problem as she will be taking notes for the fall 2011 HSIS meeting and Sandi's duties will not begin until after the fall annual meeting. Holly Gabriel was also confused about being chair elect. Lila is the incoming chair.

Sandi Bates is also encouraging sections to put the information from their binders online rather than passing around paper binders. Three sections have already put forth a resolution. Mary Markland said we have the annual meeting sessions listed going back to the 1970s, which may be useful information to be able to access online.

Travis Schulz announced that his library's library technician is retiring again. Now they hired for a full-time position. Merete Christianson is a library student at the University of Wisconsin Milwaukee and will be starting her position May 16, 2011. She will likely be a new HSIS member.

VIII. Adjourn

Sandi Bates made a motion to adjourn. Karen Anderson seconded the motion. The motion was approved. The meeting was adjourned about 2:50 pm.

Respectfully submitted by:

Laura Trude

Secretary