**HLABC General Meeting - Minutes**

**Date:** Friday January 31, 2020

**Time**: 1-2pm

**Location:** Online via Zoom

Attending: Colleen Pawliuk, Charlotte Beck, Chris Vriesema-Magnuson, Yvette Ipsaralexi, Anita Thompson, Eleri Staiger, Ben Gosling, Katharine Miller, Pam Harrison, Shannon Cheng

|  |  |  |
| --- | --- | --- |
| **Agenda (1:00-1:05)** | | |
| 1 | Agenda approval  Approved 1:06 | All |
| **Executive Updates (1:05-1:15)** | | |
| 2 | President update  Goals for the first six months of exec: access and engagement with membership; clearing up procedures and practices to assist with continuity and assembling into handbook | Colleen |
| 3 | Vice President update  Thank you for newsletter feedback; there should, hopefully, be another before the AGM; adding newsletter committee to VP guide | Pamela |
| 4 | Past-president update  Sends regrets | Vanessa |
| 5 | Treasurer/Membership update  No updates | Shannon |
| 6 | Communications update  Sends regrets | Patricia |
| 7 | Secretary update  No updates | Chris Vriesema-Magnuson |
| 8 | CE/programming update  Sends regrets and a reminder about the realist review CE event reminder | Blake |
| **New Business (1:10-2:00)** | | |
| 9 | Honorary Lifetime Membership award announcement  Cathy Rayment receiving award;She has been President of CHLA and HLABC, among other exec positions and playing a part in the initiation of the eHLBC; Congratulations | Colleen |
| 10 | Ideas to spend extra funds   * Pay for members outside of the Lower Mainland to attend May CE event * Pay for CHLA registration for members of the executive or HLABC general members who do not have PD funds (allow members to self-identify as needing PD funds, require sharing out of information, including coverage for the newsletter) * Pay for some or all of social/CE events (social events tend to occur in the Lower Mainland, so covering them is unfair to those who live elsewhere) * Create a grant/funding pool to support HLABC members doing research (require reporting back about research, use as a naming opportunity to honor previous HLABC members) * Fund the David Noble prize * Revive the old travel grant | Colleen |
| 11 | Listserv pruning and Code of Conduct  Pruning listserv members to correlate with actual HLABC members; there is currently not a code of conduct for the listserv – this will be created by possible subgroup. | Shannon |
| 12 | Membership directory/ List of Members: Collecting email and LinkedIn account vs. address and phone number?  Presently, more stable information is collected, as it’s a bit of work to update the list and people do not always share their updated information; possibly add a survey (Google form) link with the renewal email  Is all of the information currently collected necessary?; Do people use phone numbers and addresses?; Information currently difficult to find.  New Useful Information:   * Email * LinkedIn or other professional social media account * Publications (use ORCHID ID, instead of publication list) * Website: organizational, personal, blog (need an objective way to judge the appropriateness, in terms of relevance and appropriateness, of blogs or personal websites – possibly the tenets of the new Code of Conduct for the listserv.) * Role/Position (academic vs hospital vs special, freelance, etc – possibly just for organizational purposes) | Shannon |
| 13 | Interest in process to put out calls/ create centralized list for interest on working on systematic reviews.  Another way to connect librarians with researchers might be appreciated, but there is concern with HLABC taking in this position, due to issues or liability. Simpler options would be to make a list of librarians that are interested and share it on the website. If taking a more active role, a form on the website could direct information to the listserv. | Colleen |
| 14 | Interest in shared virtual conference (CE/presentations) with Pacific Northwest Chapter of the Medical Library Association  Attendees show positive interest, an email will be sent to the general membership to determine if there is wider interest/objection. The conference would occur in October, necessitating summer planning, which may be a deterrent to possible planners. As far as possible physical gatherings, could we set up several hubs or people to meet if they want to attend ‘in person’? A call will be sent out for planners. | Pam |
|  | Adjourn 2:00 | All |