



HLABC is an organization dedicated to supporting health libraries, their staff, & anyone interested in the search & discovery of health information

2022 HLABC Executive Meeting Agenda

Date: October 20, 2022

Time: 1:00 pm PT

Location: Online via Zoom: <https://uvic.zoom.us/j/6644179619>

Attendees: Peyton Biswas, Marina Botnaru, Sarah Gleeson, Monique Grenier, Saeyong Kim, Chantal Lyons-Stevenson, Andrew Moore

Regrets: Eleri Staiger-Williams

Executive updates			
	Agenda Item	Action Items	Speaker
	<p>President's Update</p> <ul style="list-style-type: none">- Trivia Planning and Update<ul style="list-style-type: none">- Ready to go for next week! Questions are being finalized, software is ready to go.- Eleri, Andrew, and Chantal will co-present.- Gift cards will be purchased after the event once the winner's names are confirmed.- One final dress rehearsal prior to the event.- CHLA Updates<ul style="list-style-type: none">- Andrew attended the CHLA board meeting.- Charity status for CHLA revoked.- Individual chapters' statuses are not affected.- Andrew will look at the January template/report from CHLA once he gains access, potential to discuss at our November/December meeting. A survey will be circulated at a later date, as well.		Andrew

	<p>Past president's update</p> <ul style="list-style-type: none"> - Trivia Software-Update - See above 		Eleri
	<p>Vice-presidents' update</p> <ul style="list-style-type: none"> - Welcome back Saeyong! 	<ul style="list-style-type: none"> - Andrew to add Saeyong to Outlook/meeting list 	Saeyong
	<p>Secretary's Update</p> <ul style="list-style-type: none"> - Chantal to assist in monitoring HLABC email inbox. 	<ul style="list-style-type: none"> - Chantal and Andrew to discuss HLABC Gmail monitoring. 	Chantal
	<p>Treasurer's update</p> <ul style="list-style-type: none"> - Marina sent email to members asking who would like to stay on; resulted in a few more members. - Inconsistency in Google Group list and Membership list. There are about 50 email addresses that we're uncertain about. We will send an email asking members to clarify which addresses we're uncertain about. <ul style="list-style-type: none"> - Later date: larger discussion on membership/email list after the October 31 deadline passes. - Marina placed the membership list in the "Membership" section of our Google Drive. 	<ul style="list-style-type: none"> - Monique to cross-reference CE signup list with membership list (in Google Drive). 	Marina
	<p>CE update</p> <ul style="list-style-type: none"> - A lot of interest in our CEs, about 70 overall. Great active participation in today's! - Next CE in November. - Worth looking into getting an organizational credit card for future purchases. - Looking to schedule events in the new year. To discuss in November meeting. Chantal created a brainstorming document in the shared drive. 		Monique
	<p>Communications update</p> <ul style="list-style-type: none"> - Upcoming HLABC events have been added to our website. 		Sarah

	<p>Student rep update</p> <ul style="list-style-type: none"> - Update on Panel Discussion planning <ul style="list-style-type: none"> - Peyton to moderate the event. - Discussion of Panel vs Roundtable format <ul style="list-style-type: none"> - No breakout rooms - Monique and/or Saeyong happy to help monitor chat/offer chat support - Discussion of dates/times <ul style="list-style-type: none"> - Wednesday, Nov 16th at 12pm-1pm - Panel format 	<ul style="list-style-type: none"> - Monique to send Peyton her Zoom link. - Peyton to start sending out emails for event. 	<p>Peyton</p>