



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

2023 HLABC Executive Meeting Minutes

Date: November 30, 2023

Time: 2:00 pm PT

Location: Online via Zoom

Attendees:

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| • Saeyong Kim | President |
| • Mica Depner | Vice-President |
| • Andrew Moore | Past President |
| • Aubrey Geyer | Treasurer/Membership |
| • Vinny Gibson | Communications Director |
| • Prubjot Gill | CE Director |
| • Chantal Lyons-Stevenson | Secretary |

Regrets:

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Agenda

Agenda Item	Action Items	Speaker
President's Update <ul style="list-style-type: none">- CHLA Meeting<ul style="list-style-type: none">- Short, no updates.- HLABC archives update<ul style="list-style-type: none">- Progress on paper collection of HLABC Forum newsletter. Many copies of HLABC Forum are online, on our website; the paper collection is at UBC Woodward Library. Checked list of issues with what's online; Charlotte Beck offered to fill in gaps. Some paper copies are on the shelf that are not available online.- Housing paper collection of HLABC Forum: Charlotte's suggestion is ask Sally Taylor to	Saeyong to forward Zahra Premji's presentation proposal email to Prubjot. Saeyong to confirm with Zahra that we are the best choice for this, as the individuals in	Saeyong

<p>contact Rare Books at UBC and ask if they can house our collection.</p> <ul style="list-style-type: none"> - There was previously a CHLA Survey for chapter archives. CHLA archives are housed at McGill; archival management is done for a fee. The survey asked, "Is your chapter open to allocating funds for records management" - an option for us is to move the records to McGill. Perhaps to discuss with membership at future AGM. - Fee for holding the archives at McGill covers the description of records, not just storage. - Perhaps easier to get it done on-site at UBC, perhaps with funds for an iSchool student to create a finding aid. - Item to be presented at AGM - Presentation proposal <ul style="list-style-type: none"> - Email proposing presentation - Zahra Premji sent an email proposing a presentation on behalf of another librarian who has worked with a visually impaired graduate student on a scoping review; they wanted to discuss accessibility issues encountered during that search. Another student can also join. They asked if we would like to sponsor the student, perhaps honorariums for students of \$100 each. - Possible to do this in spring 2024. The CE opportunity would be available for other CHLA branches too, not just HLABC members. Perhaps phrased as a CHLA event, sponsored by HLABC? - If moving forward, the workflow for this event would be as follows: <ul style="list-style-type: none"> - Prubjot to set date with students - Vinny to send email to HLABC membership, exec to circulate to colleagues. - At CHLA meeting, Saeyong would let CHLA know about upcoming event for them to circulate information about/include in newsletter. - Opportunity to split communications tasks with other CHLA branches. - Saeyong would also indicate Prubjot is working on something else right now, and the ideal time for this would be after March. 	<p>question may have CHLA branches closer to their home institutions.</p> <p>Saeyong to add a box in the member survey asking if folks have capacity to assist with committees/interest groups.</p>	
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<ul style="list-style-type: none"> - Priority for upcoming event programming should maybe go to David Noble Prize winners. - HLABC Member survey <ul style="list-style-type: none"> - Final draft is ready. - Possibility of introducing volunteer committees / capacity. <ul style="list-style-type: none"> - Opportunity to get more done. - Could be question for survey. - Saeyong to add box in survey asking if folks have capacity to help, ex awards / CE. - AGM: what do people think of committees/interest groups. 		
Vice President's Update <ul style="list-style-type: none"> - No updates. 		Mica
Past President's Update <ul style="list-style-type: none"> - No updates. 		Andrew
Secretary's Update <ul style="list-style-type: none"> - Removed Maria from Exec Google Group list - Question to HLABC inbox regarding paper presentations from the David Noble Prize winners (2023). Previously this was proposed as a fall general meeting, but based on current programming and capacity they will be invited to present at 2024 AGM. - Job posting to share: Manager, Library Services at BC Government. https://bcpublicservice.hua.hrsmart.com/hr/ats/Posting/view/107458 	Chantal to invite 2023 David Noble Prize winners to present at 2024 AGM. Chantal to circulate Library Manager job posting to HLABC Membership listserv.	Chantal
Treasurer's Update <ul style="list-style-type: none"> - Confirming that memberships renew on June 1, based on when our AGM is (May). - For renewals that happen in the mid-calendar year, reach out to exec and we will evaluate on a case-by-case basis. To clarify at AGM. 		Aubrey
CE Update <ul style="list-style-type: none"> - Sharing with group proposed CE Event: HLABC/CHLA-CHI-SIG collab (Consumer Health Information Special Interest Group) 	Saeyong to share webinar with Prubjot to start finding	Prubjot

<ul style="list-style-type: none"> - From meeting with BC Children's/group of hospital librarians - Could be high interest in this, space for more if successful <p>Topic: Supporting culturally safe collections for Indigenous clients</p> <p><u>Potential talking points</u> Note: the guest speaker will specify which areas they prefer to speak to</p> <ul style="list-style-type: none"> • How do we ensure that the Indigenous people we serve see themselves in our collections? • Does a culturally safe collection require a different scope? Do we just focus on health and wellness? To what extent should collections in health contexts (e.g. academic health libraries, hospital libraries) reflect historical context and current systemic racism? • How can we provide culturally safe reference services? • What mental health resources should be part of a culturally safe collection? • Collection development methods: How do we order materials from Indigenous organizations (e.g. FNHA) <p><u>Timeline:</u> Late Jan/Early Feb.</p>	potential speakers.	
<p>Communications Update</p> <ul style="list-style-type: none"> - Dec. 7 Trivia <ul style="list-style-type: none"> - Dress rehearsal on Monday, Dec 4. - Prizes to be purchased and sent after event. Exec will purchase two bookstore prize gift cards, one at \$20 and one at \$30. - Exec can participate in trivia but not win. 	<p>Vinny to send one week reminder on November 30.</p> <p>Any available exec to test trivia software Monday afternoon.</p>	Vinny
<p>Student Representative Update</p> <ul style="list-style-type: none"> - Considering sending out another callout for future; rolling over task for when there is capacity. 		
<p>Future Carryover</p> <ul style="list-style-type: none"> - Spring 2024: <ul style="list-style-type: none"> - Chloe Lepage may be interested in a future role next year 		

<ul style="list-style-type: none"> - AGM 2024: <ul style="list-style-type: none"> - Archives management(digitization, records management, paper archives). McGill vs UBC proposed for management of HLABC Forum newsletter archives (see November 2023 minutes for more information) - To communicate: For renewals that happen in the mid-calendar year, <u>reach out to exec and we will evaluate on a case-by-case basis.</u> - 2023 David Noble Prize winners will be invited to present at 2024 AGM. - Whenever there's extra capacity: <ul style="list-style-type: none"> - Discuss Paypal and how we can transition to e-transfers(or if we want to) - Student Representative: send out another callout for future. 		
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