



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

2024 HLABC Executive Meeting Minutes

September 2024

Date: September 23, 2024

Time: 11:00-12:00

Location: Zoom

<https://ubc.zoom.us/j/61065213590?pwd=Z2FyVU1hRkhUSjUyZHlnZ2JFVWdUZz09>

Attendees:

- | | |
|--------------------|----------------------------|
| ● Mica Depner | President |
| ● Saeyong Kim | Past President |
| ● Darcie Smith | Director of Communications |
| ● Aubrey Geyer | Treasurer/Membership |
| ● Rachael Bradshaw | Secretary |
| ● Amory Strader | Student Representative |

Regrets:

Agenda		
Agenda Item	Action Items	Speaker
Welcome and introductions to new team members		
President's Update Meeting with CHLA <ul style="list-style-type: none"> - St. Joseph's Library in Hamilton, ON closed suddenly - CHLA fees will likely increase next year - Upcoming continuing education webinar at in partnership with Ontario Health Libraries Association on small/solo library succession planning - end of November 		Mica

<p>College of Physicians and Surgeons Library closure</p> <ul style="list-style-type: none"> - HLABC supported CHLA's advocacy - Continued in Past President's Update 		
<p>Past President's Update</p> <p>College of Physicians and Surgeons Library closure</p> <ul style="list-style-type: none"> - HLABC supported CHLA's advocacy - HLABC, CHLA, and BCELN discussed continuing advocacy. Writing letters to health authorities - Health authorities not receptive to feedback/interested in looking at impacts - Letter to the editor to BC Medical Journal coming from Saeyong - Called for interest in study on impact of library closures - no responses yet 	<p>Saeyong to send letter to the editor to BC Medical Journal</p>	<p>Saeyong</p>
<p>Secretary's Update</p> <p>Orienting to role and getting things organized in the inbox</p>		<p>Rachael</p>
<p>Treasurer's Update</p> <p>Membership update: renewal email sent in August, got ~50% response and renewals</p> <ul style="list-style-type: none"> - Will send follow-up email in October <p>Treasurer update: Saeyong and Aubrey visited the bank to get transaction report to develop more comprehensive transaction documentation.</p> <ul style="list-style-type: none"> - Planning to develop documentation standard recording transactions from bank account and PayPal - Planning to set up a login to view transaction history to help with transparency and reporting <p>Annual filing for Association/Nonprofit status with government of BC completed in July</p>	<p>Aubrey to send follow-up renewal email in October</p> <p>Aubrey to develop documentation standard recording transactions from bank account and PayPal</p>	<p>Aubrey</p>
<p>Communications Update</p> <p>Orienting to role</p> <p>Aubrey and Darcie to decide how to handle email communications to members re: membership renewal</p>	<p>Aubrey and Darcie to meet to discuss communications re: membership renewal</p>	<p>Darcie</p>
<p>Student Representative Update</p>		<p>Amory</p>

<p>Had 2 meetings with people in iSchool regarding health librarianship</p> <p>Health librarians course running with Colleen Pawliuk: potential interest in HLABC chapter for students or or intro to the organization</p> <ul style="list-style-type: none"> - Mica to give HLABC and health librarianship overview to Colleen's class - Previously, librarians have held virtual sessions with UBC/Langara to get folks interested in health librarianship/HLABC - We can have more student reps if there is interest 		
<p>Old Business / Carryover Items From Last Meeting</p> <p>HLABC to issue a call-out for members interested in HLABC involvement in CHLA conference in Vancouver in June 2025:</p> <ul style="list-style-type: none"> - Potential HLABC event or presentation - Check in with UBC librarians on CHLA planning committee to see what kind of event/presentation/etc. would be appropriate - Proposal for pub night / social event for HLABC members <p>Discuss proposed transaction monitoring changes for the Treasurer role.</p> <ul style="list-style-type: none"> - Discussed by Aubrey in Treasurer Update <p>Chantal has created a guide for Secretary tasks: https://docs.google.com/document/d/17eavtIC_wGI5U6aR_u-nVzNfEofVtqXNQHLYVv0X0/edit?usp=sharing</p> <ul style="list-style-type: none"> - Saved in the 'Meetings' folder of HLABC Google Drive - Found and used by Rachael 	<p>Saeyong to reach out to Patricia to discuss potential CHLA conference events</p>	
<p>New Business / Carryover Items for Next Meeting:</p> <p>Vacant HLABC positions:</p> <ul style="list-style-type: none"> - Vice President and Continuing Education Director - To fill roles: send a more strongly-worded email to membership saying we cannot function as an organization without people stepping up <ul style="list-style-type: none"> - Mention that no travel to Vancouver needed - Emphasize that library techs are welcome 	<p>Micah to write an email to membership strongly encouraging them to join executive team</p>	

<ul style="list-style-type: none"> - Term positions may make it difficult for some members to commit to leadership roles in health <p>Connect with students:</p> <ul style="list-style-type: none"> - David Noble Prize and JCHLA/JABSC Student Paper Prize - publishing opportunity <p>Connect with students:</p> <ul style="list-style-type: none"> - Health librarianship professional experience placement opportunities <ul style="list-style-type: none"> - Potentially connect with listserv to remind members that this exists and see if anyone could provide this opportunity for students - Potential HLABC professional experience: organizing physical archive located at UBC <ul style="list-style-type: none"> - Concern about capacity of members to provide close mentorship - Rachael and Aubrey to connect on this project - potential for dual supervision <p>End of autumn social event</p> <ul style="list-style-type: none"> - Begin planning next meeting 	<p>Amory to work with Mica & other exec members to spread awareness of David Noble prize among iSchool students</p>	
<p>Meeting adjourned by Mica at 11:58 AM</p>		