



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

2025 HLABC Executive Meeting Minutes

February 2025

Date: February 27, 2025

Time: 2:30-3:30

Location: Teams

https://teams.microsoft.com/join/19%3ameeting_NmYxZThINjUtMGZkZi00MmJkLWE5Y2YtZjU2MDY2YTA0NzAw%40thread.v2/0?context=%7b%22Tid%22%3a%2231f660a5-192a-4db3-92ba-ca424f1b259e%22%2c%22Oid%22%3a%22d3a8addf-53a2-4124-bb91-8b0932029355%22%7d

Attendees:

- | | |
|--------------------|----------------------|
| • Melissa Caines | Vice President |
| • Darcie Smith | Communications |
| • Rachael Bradshaw | Secretary |
| • Jane Jun | Continuing Education |
| • Aubrey Geyer | Treasurer/Membership |
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Regret

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| • Mica Depner | President |
| • Saeyong Kim | Past President |
| • Amory Strader | Student Representative |

Agenda		
Agenda Item	Action Items	Speaker
President's Update <ul style="list-style-type: none">Melissa in Mica's stead: we need to plan CE events for spring		Mica

<p>Vice President's Update</p> <ul style="list-style-type: none"> - BCMJ Letter has been accepted for publication in the next edition of the journal - CHLA call went out for VP/President Elect and Treasurer <ul style="list-style-type: none"> - We will pass the call out along to HLABC members via Google Group 	<p>Melissa or Mica to pass CHLA call for VP/President Elect and Treasurer to HLABC membership</p> <p>Melissa to troubleshoot our Google Group so that Aubrey can send emails</p>	Melissa
<p>Past President's Update</p> <ul style="list-style-type: none"> - Rachael presenting on behalf of Saeyong: <ul style="list-style-type: none"> - iSchool news submission for David Noble prize has been sent 		Saeyong
<p>Secretary's Update</p> <ul style="list-style-type: none"> - BCMJ Letter (see VP update) - Rachael has joined LAC for CHLA - send questions / recommendations her way 		Rachael
<p>Treasurer's Update</p> <ul style="list-style-type: none"> - Aubrey is working with Mica on report for CHLA / HLABC AGM 		Aubrey
<p>CE Update</p> <ul style="list-style-type: none"> - Possible CE topic: GenAI tools - not advising on specific tools, but asking what different institutions are or are not doing and discussing how they can possibly be used. <ul style="list-style-type: none"> - Possible instructors: UBC CTLT, UBC-O CLT, Janice Kung from U of Alberta - We need to plan our social event before our webinar so we can advertise it at the webinar 	<p>Jane to get in touch with possible instructors to teach in late April / early May</p>	Jane
<p>Communications Update</p> <ul style="list-style-type: none"> - Darcie to follow up on action items to update the website 	<p>Darcie to unpublish social media page of HLABC website</p>	Darcie

	Darcie to add Charlotte Beck to Awards page	
Student Representative Update		Amory
Carryover Items <ul style="list-style-type: none"> - Aubrey to create a harmonized digital spreadsheet of PayPal and bank information - Aubrey to take membership masterlist and update HLABC membership Google group - CHLA Insurance letter - resolved? Check in with Mica - We need to decide when to host our AGM - Gmail: we need to change our login permissions to add more phone numbers for 2FA other than just Saeyong 		
Meeting adjourned by Melissa at 2:55		