



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

March 2025

Date: March 27, 2025

Time: 1:00 - 2:00

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:

- | | |
|--------------------|----------------------|
| • Mica Depner | President |
| • Melissa Caines | Vice President |
| • Saeyong Kim | Past President |
| • Rachael Bradshaw | Secretary |
| • Jane Jun | Continuing Education |
| • Aubrey Geyer | Treasurer/Membership |

Regrets:

- | | |
|-----------------|------------------------|
| • Darcie Smith | Communications |
| • Amory Strader | Student Representative |

Agenda		
Agenda Item	Action Items	Speaker
President's Update <ul style="list-style-type: none">- CHLA chapter presidents meeting updates- AGM will be held on May 21	Mica to send application	Mica

<ul style="list-style-type: none"> - Consolidating chapters (Saskatchewan and Manitoba) - AI CE events - 2 other chapters sent their application criteria for funding <ul style="list-style-type: none"> - We can use in the future for crafting our own application / criteria - Aubrey - removed and re-added her email to Exec google groups - still not sending to rest of group, suggestions? <ul style="list-style-type: none"> - Going to run some tests. Will use exec email if this doesn't work 	<p>criteria to exec for review</p> <p>Mica to add her phone number as recovery number for exec Gmail</p> <p>Mica to put together poll for interest in CHLA social event</p> <p>Mica to reply to Colleen with HLABC mailing address</p>	
<p>Vice President's Update</p> <ul style="list-style-type: none"> - No new updates 		Melissa
<p>Past President's Update</p> <ul style="list-style-type: none"> - CHLA preparation - social gathering <ul style="list-style-type: none"> - We will send out a planning / notification member to leadership in April - Can be a bring your own food and have a picnic informal event - AGM preparation <ul style="list-style-type: none"> - Aim for similar time to last year (week of June 16-20) - Tentatively June 19 AM (11-12, then CE 12-1:30) - Reminder for Mica & Aubrey to file status update within 30 days of holding AGM - Reminder to put out call to fill vacant position 		Saeyong
<p>Secretary's Update</p> <ul style="list-style-type: none"> - Email from Colleen Pawliuk about HLABC mailing address for CPSBC study <ul style="list-style-type: none"> - To put Mica's address 		Rachael

Treasurer's Update <ul style="list-style-type: none"> - Working on mailing list updates - mostly up to date, but in the works 		Aubrey
CE Update <ul style="list-style-type: none"> - Potential speaker for CE: Lucas Wright from UBC CTLT <ul style="list-style-type: none"> - Available April 28 or 30 (30th ideally) - Aim for 1 hour webinar - 1:00-2:00 - Honorarium offered in the past, so will offer this year as well - Jane to set up Zoom room for the session - 	Jane to meet with Lucas Wright in early April to plan CE session	Jane
Communications Update <ul style="list-style-type: none"> - Social media page removed from website 	Darcie to send email to membership with AGM dates / call for filling exec roles (when date confirmed)	Darcie
Student Representative Update <ul style="list-style-type: none"> - Not present 		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 - in the works [see Treasurer's Update] 		
Meeting adjourned by Mica at 1:59		