

**Health Libraries Association of British Columbia
Annual General Meeting - May 13, 2005
Minutes**

The meeting convened at 7:30 p.m.

Present: Beck, C., Bilinsky, M., Buonsante, E., Einblau, L., Hall, D., Hunt, W., Jardine, M., Kachmar, O., Long, S., Melrose, R., Morrison, B., Perry, L., Prior, T., Rayment, C., Reimer, B., Wright, M-D., Rochlin, R., Starr, L., Young, P., Lambert, A., Clement, K., Lee, V., Raworth, R., Kennedy, C., Saint, B., Allgaier, A., Newstead, D., Yu, T.

1. Approval of Agenda

There were no additions to the Agenda. There was an introduction of members.

2. Minutes of Previous AGM – June 13, 2004

Minutes distributed to members present and approved.

3. CE Report

Teresa Prior gave a report on the "Comprehensive searching: Principles and practice" CE given by Ellen Crumley. It was held in the computer instruction room 217 at UBC's Koerner Library. The member response was good and reports were positive.

4. President's Report – Shannon Long

New Members:

New members were present and welcomed to HLABC, Tricia Yu, Allison Lambert and Colleen Kennedy

The Year in Review:

The October 2004 meeting was held at the Centre for Clinical Epidemiology and Evaluation, Vancouver, BC. Dr. Keith Chambers, the director of the clinical trials support unit at VGH gave a presentation on evaluating the medical literature. The December meeting included a holiday brunch. It was held at the Jimmy Pattison Pavilion in the Vancouver General Hospital. The March 2005 meeting was held at BC Cancer Agency with a presentation by Shelley Hourston on the Health Literacy Network. The meeting included a video link connecting Kelowna, Victoria and Prince George. Ruth Rochlin put a motion on the floor to have HLABC host more meetings via video conferencing or teleconferencing and seconded by Charlotte Beck.

Professional Development / Travel Grants and Executive Travel Expenses Policy:

The travel grant was approved to \$600.00. The executive would like to be able to reimburse travel expense for committee leaders (eg. Forum editor, Webmaster) should they be required to attend executive meetings, using funds from the Executive Travel Grant. Committee leaders are not technically members of the executive, according to the HLABC bylaws. They are, however, essential members of the association and regular

communication between leaders and the executive is essential in order for the association to run smoothly.

The executive asked the membership for approval to amend the Executive Travel Grant, by inserting a sentence into the Grant to the effect of, "Travel costs for committee leaders who are required to attend executive meetings will also be reimbursed. This will be determined on a case by case basis at the discretion of the executive."

This was approved.

There was no change in the amount of money available for either grant this year.

5. Treasurer and Membership Report – Marcia Bilinsky

TREASURER'S REPORT FOR APRIL 1, 2004 TO MARCH 31, 2005

REVENUE	2004-05	2003/04
Membership Fees	2,085.00	2,090.00
AGM Revenue	1,190.00	1,400.00
CE Revenue	1,550.00	1,360.00
Int. on Bank Account	3.05	2.62
Increase, Bond Fund	58.52	103.88
Total Revenue	4,886.57	4956.50

EXPENSES

Speaker's Honoraria	0.00	75.00
CE Instructor's Fee & Supplies	1,970.01	1,163.63
Meeting Refreshments	216.32	525.92
AGM Dinner	1,728.56	722.70
Travel	262.50	720.68
Website Design	550.00	400.00
Filing Fee, Society Act	25.00	40.00
Misc. (postage, gifts & stationary)	119.55	148.84
Bank charges	0.00	1.60
Total Expenses	4,871.94	4,798.37

Summary

Bank Balance (start)	6,017.43	5,924.41
Bank Balance (end)	6,010.15	6,017.43
Difference – Revenue less Expenses	14.63	158.13
Cheques not yet cleared	0.00	75.00
Adjusted Bank Balance	6,010.15	5,979.04
Bond Fund	1,677.49	1,618.97
Total Assets	7,687.64	7598.01

Membership 90 Total: Lifetime 6; Regular 81, Student 3

There were 10 new members 2004-2005

6. Website Report – Robert Melrose

Robert Melrose and Robyn Ingvallsen continue their responsibilities for the Association's website. The membership appreciates their continued dedication. Robert reported that they would soon be able to implement the password protection. Digitized back issues of the forum will also be scanned on the website. Regarding the membership directory, members should report any changes to their contact information to the treasurer. The treasurer will then forward these changes to the webmaster. Robert requested that members are invited to send any content information they would like to see on the website.

7. HLABC Forum: Krista Clement

Krista Clement reported that she was able to publish each forum more on schedule. Each issue has a theme and having a guest editor for the issues has been beneficial. The guest editor gathers information and sends it to the editor. Krista is looking for software to assist her with publishing the Forum more efficiently. She requested that members provide summaries of conferences they have attended to be included in the fall issue. Krista invites members to volunteer as guest editors as the whole idea of the Forum is to share ideas.

8. CHLA/ABSC Update – Charlotte Beck

Charlotte will be attending the next CHLA/ABSC Board meeting prior to the Conference in Toronto at the end of May. She reported that the on-line membership renewal and on-line conference registration are now available on the CHLA/ABSC website. The Journal of Canadian Health Libraries Association can now be printed as a full document from the website and indexing by CINAHL, under the new title, has been set up. A redesign of the website is in the works with more information, such as fact sheets and other tools going up on the members' side. A show of hands indicated that over 50% of the attendees are members of CHLA/ABSC.

The National Network of Libraries for Health Task Force is planning a conference for decision makers in the healthcare field to solicit support for the establishing a National Library. Nova Scotia has implemented a Province wide License to Cochrane for healthcare providers and as proof of concept the NNLH Taskforce is exploring the possibility of setting up a pilot national license to Cochrane.

9. CHLA/ABSC 2006 Conference Planning – Catherine Rayment

2006 is the 30th anniversary for CHLA/ABSC and the theme will be Pearls of Wisdom. The conference planning committee slate is filled. Beth Morrison is Facilities Chair, Tricia Yu is Hospitality chair, Deborah Newstead and Pat Boileau are Registration co-chairs, Greg Rowell and Dean Giustini are programme co-chairs, Charlotte Beck and Christine Marton are CE co-chairs, Karen MacDonell is the Posters chair and Wendy Hunt is Publicity chair. Robert Melrose is the webmaster for the conference website, and he will have the website up shortly after the upcoming CHLA conference. Shannon Long is the Treasurer, and Barbara Saint is a member-at-large. Marcia Bilinsky is the Exhibits and Sponsors Chair, and she is still

looking for more assistance on her sub-committee. The conference will be from May 12 - 16, 2006 and the venue is the Marriott Hotel downtown Vancouver. If members have any ideas please send them to chla.2006@ubc.ca . The committee can still use more volunteers. For those members who wish to assist please contact Cathy Rayment.

10. PNCMLA: - Lea Starr

Lea Starr is the current Chair-Elect of PNC/MLA. Alberta, British Columbia, Alaska, Washington, Idaho, Montana and Oregon are included in PNC. Conferences will be held in Portland in 2004, tri-chapter in Seattle in 2006, Montana in 2007 and a tri-chapter meeting in California in 2008. PNC has requested that Vancouver host the 2009 conference. The HLABC membership has agreed in principle.

11. BC Health Council Operating Committee: Anne Allgaier

The BC Academic Health Council's e-HLbc update: Members of the BCAHC Operating Committee approved the initiative in principle, and gave approval to move forward with the project. There are some hesitations in some organizations since the exact costs are not yet known.

Approval is subject to:

- negotiations with vendors
- participation by all organizations
- final distribution of costs
- implementation as of April 1, 2006

While the approval is in principle only at this time, the BCAHC does have a strong mandate to move forward.

12. UBC Medicine Undergraduate Distributed Program: - Lea Star

The first year undergraduates increased by 75 students in fall 2004. In January 2005, 25 medical students went to University of Victoria in the Island Medical Program and 25 went to the University of Northern British Columbia in the Northern Medical Program. These students will continue to study in a distributed program at the respective sites next year moving into clerkships for their 3rd and 4th years. There will likely be 8 additional clinical academic sites to the 3 in existence. The final list has not been determined but will likely include Victoria General, Royal Jubilee, Prince George Regional, Royal Columbian and Chilliwack General. The first term of the distributed program at the 3 sites went well. Virtual reference and distributed instruction are under development. There is a task force of the Libraries Operating Committee on Hospital Libraries chaired by Cliff Cornish. A budget has been prepared but not yet accepted by the Faculty of Medicine. Final positions and resources will depend on the budget

13. New Business

Honorary lifetime membership

Pat Young was nominated for lifetime membership. Marjory Jardine spoke of the contributions and support Pat provided in her many years with health libraries and HLABC. Shannon Long presented Pat with her lifetime membership.

14. New Executive:

Executive 2005-2006

- President – Teresa Prior
- Vice-President – Karen McDonell
- Treasurer – Anne Allgaier
- Secretary – Vicki Lee
- Website – Robert Melrose and Robyn Ingvalsen
- Forum editor - Krista Clement

15. Adjournment

The meeting was adjourned at 9:00 p.m.