



Annual General Meeting Minutes

Tuesday May 16, 2006
7:00 PM

Water Street Café
300 Water Street
Vancouver

Chair: Teresa Prior **Note taker:** Vicki Lee

Attendees:

Sue Abzinger, Nancy Anderson, Brooke Ballantyne, Sandra Barron, Dawn Bassett, Amy Beath, Charlotte Beck, Brenda Chenosky, Krista Clement, Andrea Freeman, Diana Hall, Linda Howard, Robyn Ingvallsen, Marjory Jardine, Colleen Kennedy, Vicki Lee, Hoong Lim, Shannon Long, Karen MacDonell, Robert Melrose, Beth Morrison, Deborah Newstead, Teresa Prior, Cathy Rayment, Francine Renault, Barbara Saint, Barbara Trip, Mary Doug Wright. (Attendance: 28)

Agenda item: Business meeting called to order at 8:06 PM **Presenter:** Teresa Prior

Agenda item: Welcome and introductions **Presenter:** Teresa Prior

Discussion

- Thank you to Andrea Freeman and Nancy Anderson for arranging tonight's dinner. Nancy and Andrea are both SLAIS students (Andrea has just graduated) and did an excellent job for us.
- And a big thank you to the CHLA organizing committee who did such a great job organizing this week's CHLA conference in Vancouver.

Agenda item: Acceptance of agenda **Presenter:** Teresa Prior

Discussion: The agenda was accepted as circulated.

Agenda item: Approval of minutes from 2005 Annual General Meeting (May 13, 2005) **Presenter:** Teresa Prior

Discussion:

Moved: Cathy Rayment

The minutes of May 13, 2005 be accepted as circulated.

Seconded: Charlotte Beck. Carried.

Agenda item: President's Report **Presenter:** Teresa Prior

Discussion:

Teresa presented highlights of the year in review:

- Meetings: The Fall meeting (Oct. 2005) on Evidence Based Clinical Practice, presented by Dean Giustini, Vicki Lee, Tricia Yu, was held at BC Cancer Agency and videoconferenced to Kamloops, Kelowna and Victoria (attendance: 24 – 16 in person + 8 by videoconference)
- A January meeting and social brunch was held at VGH (attendance: 26).
- The Spring meeting (March 2006) on History of Opioids & Pain Management: How the Information has Changed by Dr. Romaine Gallagher – held at Sunny Hill Health Centre for Children and videoconferenced to Kelowna, Nanaimo and Victoria (attendance: 14 – 12 in person + 2 by videoconference)
- AGM is being held in May, rather than June this year, to fall at the end of the Vancouver CHLA conference, to allow out-

of-town members to more easily attend.

- Continuing Education: No spring CE this year. Using the CHLA conference for our CE
- Videoconferencing: Last spring meeting was HLABC's first use of videoconferencing. This year, we videoconferenced the 2 regular meetings (fall and spring) and their presentations. Note: computer graphics not always clear on videoconference. Presenters are asked to e-mail PowerPoint prior to meeting for offsite participants
- UBC lowered ILL rates to \$5 for HLABC members, starting Jan. 2006. Leonora Crema, UBC Library's Head of Borrower Services is the contact. Is working well for both UBC and HLABC.
- Honourary Lifetime Membership Award presented Jan. 2006 to Sue Abzinger (now retired from Fraser Health Authority and Royal Columbian Hospital) for her contributions to HLABC and BC health libraries over 30 years

Action items

Person responsible

Deadline

- ✓ For videoconference presentations, presenters are asked to e-mail PowerPoint prior to meeting for off-site participants

Agenda item: Professional Development Grant

Presenter: Teresa Prior

Discussion:

- Renamed the HLABC Professional Development Grant to honour Bill Fraser, who passed away Oct. 2005. Bill was the first president of BC health libraries Association, long-time director of College of Physicians and Surgeons Library, mentor and advocate for health libraries and those who work in them.
- This year, awarded to Krista Clement, to help her attend CHLA, the HLABC CE event this year.

Action items

Person responsible

Deadline

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Agenda item: Membership / Treasurer's Report

Presenter: Teresa Prior for Anne Allgaier

Discussion:

- Report circulated (attached)
- Surplus \$2300 rev > expenses; outstanding brochures
- One more member than last year – now 91 members
- Fiscal year begins April 1 (membership year starts July 1)
- This year – printed brochures to advertise membership
- Will receive grant from CHLA for hosting this year's CHLA conference
- Discussion on using balance – Want CE for rollout of e-HLbc – regional workshops? Training resources? Teaching skills course [Jan Johnson from UBC suggested as instructor]; Use CE session to share ideas, resources
- Moved: Linda Howard
Hold CE event on teaching or presentation skills by December 2006.
Seconded by Charlotte Beck. Carried.

Action items

Person responsible

Deadline

- ✓ Organize CE event on teaching skills

new Executive

Dec. 2006

Agenda item: Website Report

Presenter: Robert Melrose

Discussion:

- Members-only section now operational. 29 registered for online access. Includes: By-laws, Directory, Minutes, Presentation speakers handouts + templates, forms, brochure, etc. for executive
- Encourage folks to register
- Robert will take a short break from web. Robyn will take over Summer until October.

Action items

Person responsible

Deadline

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Agenda item: HLABC History Project Report **Presenter:** Robert Melrose

Discussion:

- Robert spoke with Shirley Lew, SLAIS Coordinator re: project being possible professional experience for archival student to assess, collect, collate, finding aid, etc – set standards for HLABC items
- Lee Perry willing to provide the supervision
- Nancy Anderson reports that it has not yet been on SLAIS listserv

Action items **Person responsible** **Deadline**

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Agenda item: HLABC Forum Report **Presenter:** Robert Melrose

Discussion:

- Robert will be Forum Co-coordinating Editor, liaison between Production Editor and Guest Editor
- Teresa Lee will be June 2006 Guest Editor. She has sent out a call for conference reports by May 31
- Thanks to Marjory Jardine for being Guest Editor for Dec. 2005 winter issue
- Ideas for upcoming issues: videoconferencing from the other side, journal exchanges, CISTI update, Cool tools, wikis
- Now Forum 2 issues per year

Action items **Person responsible** **Deadline**

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Agenda item: CHLA Executive Report **Presenter:** Charlotte Beck

Discussion:

- Charlotte Beck - CHLA secretary for another 2 years
- Scholarship for leadership - 4 applicants
- CHLA Conference was delightful
- Application for CHLA editors – of the 4 applicants, 3 are from BC
- Standards Task Force for health sciences libraries for Canada – request for published format enhanced with context
- Benchmarking figures – board will be looking for participants
- NNLH (National Network of Libraries for Health) roundtables moving ahead. Concept of operations document is acceptable to most. Consolidation – posted to member site for additional input. Sent to stakeholders health care providers then a business plan will be developed.
- CHLA membership: Equal numbers of hospital and academic with a scattering of others

Action items **Person responsible** **Deadline**

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Agenda item: CHLA Conference Report **Presenter:** Cathy Rayment

Discussion:

- Great success – fabulous Committee – resilient, creative people who keep volunteering
- Profit – Chapter get a 10% = \$2000 - \$2500
- CHLA will want to come back to Vancouver soon
- Applause for Committee

Action items **Person responsible** **Deadline**

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Agenda item: e-HLbc (electronic Health Library BC) **Presenter:** Karen MacDonell

Discussion:

- Launched today! (May 2006). Consortium of BC health authorities, universities, colleges, BC Cancer Agency, College of Physicians & Surgeons of BC to get: Ebsco CINAHL, Medline, PsycInfo; Ovid Medline, Cochrane Library + some full-text journals.
- Coordination from BC Academic Health Council
- Initially 3 year project. Hope to make ongoing.
- Governance structure – steering committee
- Management team from Steering Committee guide ELN, who will actualize day to day working consortium
- Steering Management Committee will consider long term operations
- IT: Greg Rowell – all major issues resolved by launch date
- Link-resolver software will be made available. BCCA and Fraser Health have been trialing.
- Training: Francine Renault. Working with vendors
- Evaluation: Ruth Rochlin – data from database reports re usage. Look at effect on practice and patient outcome
- Marketing and PR: Anne Allgaier – keep profile high – newsletter for members
- Future issues: New members to consortium – how to work with those outside of health authorities and academic institutions
- HLABC has created fertile groundwork and nurtured mutual respect and all contributed

Action items**Person responsible****Deadline**

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Agenda item: Executive for 2006 - 2007**Presenter:** Teresa Prior**Discussion:**

- Shannon Long – Tonight is the end her 6 year tenure on HLABC executive (treasurer, president, past president). Teresa thanked Shannon for her excellent input and presented an orchid.
- NEW HLABC EXECUTIVE (2006-2007)
- President: Karen MacDonell
- Vice-President, President-Elect: Diana Hall
- Past-President: Teresa Prior
- Secretary: Vicki Lee
- Treasurer: Anne Allgaier
- Forum – Liaison: Robert Melrose Formatting: Krista Clement
- Web site: Robert Melrose and Robyn Ingvallsen
- Teresa passed magic wand to Karen, new President.

Action items**Person responsible****Deadline**

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Agenda item: Adjournment 9:00**Presenter:****Discussion:**