



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

2022 HLABC Executive Meeting Minutes

Date: August 18, 2022

Time: 1:00 pm PST

Location: Online via MS Teams

Attendees: Andrew Moore, Chantal Lyons-Stevenson, Eleri Staiger-Williams, Marina Botnaru, Peyton Biswas, Sarah Gleeson

Regrets: Monique Grenier, Saeyong Kim

Executive updates (if not covered under new business)			
	Agenda Item	Action Items	Speaker
	President's Update - N/A		Vacant
	Past president's update (acting president) - Transition Andrew from VP to P - Saeyong transition back to VP - Signatories for our banking information will need to be updated. Chantal and Marina to coordinate. - An appointment needs to be made with the bank to update our signatory information.	<ul style="list-style-type: none">- Andrew and Eleri to meet in the next week to discuss transition details.- Chantal and Marina to coordinate updating signatory information, make appointment with bank.	Eleri
	Vice-presidents' update - No updates		Andrew
	Secretary's Update - No updates		Chantal
	Treasurer's update - Membership update: <ul style="list-style-type: none">- Paid/renewed: 41 librarians, 8 techs, 2 students, 2 retired individuals. 4 of those	<ul style="list-style-type: none">- Marina to access the membership list to determine who has not renewed.	Marina

	<ul style="list-style-type: none"> memberships are new. - Quite a few people haven't renewed; follow-up needed. - CE survey coordination <ul style="list-style-type: none"> - Include a thank you to people who paid fees, and then a reminder to to people who haven't paid fees - To be sent Friday - Payment note: Name as it appears on PayPal for renewing members is outdated; this has been addressed by various treasurers to PayPal but still remains. - HLABC email account management: Eleri to sort the inbox 	<ul style="list-style-type: none"> - Marina to send out the CE survey on Friday, August 19, with a deadline of completion for September 12. - This email should include a note that PayPal still has a previous treasurer's name listed. - Eleri to reach out to Hazel to follow up about her question - Eleri to sort HLABC email inbox 	
	<p>CE update</p> <ul style="list-style-type: none"> - Team to assist and distribute tasks for CE. 	<ul style="list-style-type: none"> - Eleri to send out a Doodle poll to have quick meeting after the CE survey closes (September 12) to assess CE possibilities 	Monique
	<p>Communications update</p> <ul style="list-style-type: none"> - Website bios have been updated - Dropbox/backup cleared (4 years ago), thanks to Saeyong and Marina for drawing attention! 	<ul style="list-style-type: none"> - Sarah to remove the following hyperlink from this page please: https://hlabc.chla-abs.c.ca/awards/the-david-noble-prize-for-excellence-in-health-information-research/ 	Sarah
	<p>Student rep update</p> <ul style="list-style-type: none"> - Next event for students: panel/ "speed-dating"/roundtable virtual event for students to learn how health librarians have navigated their careers. Format TBA based on number of interested speakers. - Student outreach: it was noted that Facebook is becoming less popular, Discord and Slack increasingly being used by library student cohorts. 	<ul style="list-style-type: none"> - Eleri to email Colleen and Vanessa regarding student membership/events promotion at UBC's health libraries course (fall term). - Peyton to reach out to connections at Langara for student events. 	Peyton

	<ul style="list-style-type: none"> - A mentorship program is also of interest. 	<ul style="list-style-type: none"> - Peyton to email HLABC Google Group to request speakers for student event. 	
	<p>Plan for the year</p> <ul style="list-style-type: none"> - Virtual fall event: trivia <ul style="list-style-type: none"> - Timeline: October 2022 - In-person spring event(s): <ul style="list-style-type: none"> - In-person event(s) in various cities with a theme/topic/journal article to discuss. - Question to include in survey:: where are you willing to travel for an in-person event? - Timeline: April 2023 - Student events: <ul style="list-style-type: none"> - Student scholarship(s) should be communicated/advertised at any student events. - Eleri to ask Vanessa and Colleen to discuss the scholarships in their UBC course. - More information on scholarships: https://hlabc.chla-absc.ca/awards/the-david-noble-prize-for-excellence-in-health-information-research/ - Surplus <ul style="list-style-type: none"> - Avoid surplus again this year - Options previously utilized include MLA course + CE bursaries - CHLA EDI task force: <ul style="list-style-type: none"> - Task force is seeking chapters to volunteer with projects. - To discuss more at next meeting; we may be too short on exec members to assist at this time. - Mentorship opportunities: 	<ul style="list-style-type: none"> - Andrew, Eleri, Chantal to assist with fall virtual trivia event. - Eleri to draft survey question re travel and in-person events. All to review. - All to consider how to avoid budget surplus this year, ideally in ways that also increase engagement of Indigenous + BIPOC students. - All to consider how to approach the mentorship piece of our goals. 	Eleri

	- High on our list of goals; to discuss at next meeting.		