



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

**2023 HLABC Executive Meeting Agenda**

**Date:** January 19, 2023

**Time:** 12:00 pm PT

**Location:** Online via Zoom: <https://uvic.zoom.us/j/6644179619>

**Attendees:** Marina Botnaru, Monique Grenier,, Saeyong Kim, Chantal Lyons-Stevenson,

**Regrets:** Peyton Biswas, Sarah Gleeson, Andrew Moore

<b>Executive updates (if not covered under new business)</b>			
	<b>Agenda Item</b>	<b>Action Items</b>	<b>Speaker</b>
	President's Update <ul style="list-style-type: none"> <li>- Discussion RE: HLABC Literature Review Community of Practice (CARRYOVER)</li> <li>- CHLA Updates (Annual Report) (CARRYOVER)</li> </ul>		Andrew
	Vice-presidents' update <ul style="list-style-type: none"> <li>- Reminder &amp; Discussion of Handbook Updating (CARRYOVER)</li> </ul>		Saeyong
	Secretary's Update <ul style="list-style-type: none"> <li>- Update on Curling Event Planning. Booked ice for Friday, April 21, 6pm-8pm for 9-16 people.</li> <li>- Pending: decision on whether a \$50 travel stipend is possible.</li> </ul>	MARINA to confirm that offering a \$50 travel stipend on an as-needed basis is allowed.  CHANTAL to send save the date for the curling event.	Chantal
	Treasurer's update <ul style="list-style-type: none"> <li>- Update RE: Credit Card               <ul style="list-style-type: none"> <li>- We are not able to have a credit card issued by the bank because of our status as a non-profit society.</li> <li>- Our default method of payment going forward will be payment by cheque.</li> </ul> </li> </ul>	ANDREW to confirm whether Peyton, as student rep, needs to be a CHLA member.  SAEYONG to confirm CHLA membership reimbursement in handbook.  MONIQUE AND CHANTAL: to become CHLA members and send receipts to Marina,	Marina

	<ul style="list-style-type: none"> <li>- Marina will need to be reimbursed for payment for the curling event registration.</li> <li>- CHLA membership: clarified reimbursement for exec members.</li> <li>- Saeyong is going to confirm this by looking at previous minutes and will circulate an email confirming this info.</li> <li>- Pending: Update from Andrew regarding year-end financial statements.</li> </ul>	who will issue a reimbursement by cheque.	
	<p>CE update</p> <ul style="list-style-type: none"> <li>- Update regarding membership status.</li> <li>- EDI could be prioritized for this year as well, given lack of updates from HLA on 2023 CE offerings.</li> <li>- Goal: at least one CE before AGM, and one at AGM.</li> </ul>	<p>MONIQUE and MARINA to meet and discuss membership status of HLABC list.</p> <p>ALL: Add any CE ideas to the Google Drive, or to Monique.</p>	Monique
	<p>Communications update</p> <ul style="list-style-type: none"> <li>- Update on Captcha Investigation (CARRYOVER)</li> </ul>	-	Sarah
	<p>Student rep update</p> <ul style="list-style-type: none"> <li>- Update on Panel Discussion planning (CARRYOVER)</li> <li>- Discussion of dates/times (CARRYOVER)</li> </ul>	-	Peyton