



TO: Executive Board, Midwest Chapter/MLA
FROM: Sheryl Stevens, Immediate Past President
SUBJECT: Spring Board Meeting Report
DATE: February 21, 2006

GOALS & OBJECTIVES FOR 2006

- Attend Spring & Fall Chapter Board meetings & Chapter's 2006 Annual Meeting.
- Serve on Chapter's Bylaws Revision Task Force.
- Serve on Chapter's Awards & Scholarships Committee.
- Assist/advise current Chapter President as needed.
- Prepare certificates of appreciation for outgoing Board members & distribute at Chapter's 2006 Annual Meeting in Louisville.
- Maintain Chapter Board's Responsibility & Procedure Matrix & assist with compilation of new procedure manual.
- Recommend members to serve on Chapter's 2007 Nominations & Elections Committee.
- Investigate sites for Chapter's 2009 annual meeting in Ohio.
- Encourage & promote membership in the Chapter & MLA.

ACTIVITIES SINCE CHAPTER'S 2005 ANNUAL MEETING

- Contributed column to fall issue of **MIDLINE**.
- Obtained Board approval for and processed payment request to MLA for 2006 Chapter Sharing Roundtables Event.
- Prepared & submitted Chapter's mid-year report to MLA (see Appendix).
- Weeded President's Manual & sent relevant material to incoming President & Chapter's Archives Committee.
- Consulted/conferred with 2006 Chapter President on a number of business issues.
- Reviewed latest Bylaws rewrite & participated in conference call with Task Force members to discuss.
- Made tentative commitment to help coordinate Chapter's 2009 Annual Meeting & investigated possible sites (or lack thereof!) in Northwest Ohio. Followed up with current president of Ohio Health Sciences Library Association regarding group's assistance with site selection & conference planning.

ACTION ITEM

- Motion to amend first sentence of Section C in Chapter's Travel Reimbursement Policy to include a deadline for submitting reimbursement requests to the President.
 - Current wording: "All travel reimbursement requests must be submitted to the President on the Chapter's standard payment request form, which is available at the Chapter Web site."
 - Suggested wording: "All travel requests must be submitted to the President on the Chapter's standard payment request form (available at the Chapter Web site) within 60 days of completion of travel."

Respectfully submitted,

A handwritten signature in cursive script that reads "Sheryl R. Stevens".

Sheryl R. Stevens, Immediate Past President
Midwest Chapter/MLA

**MIDWEST CHAPTER/MEDICAL LIBRARY ASSOCIATION
MLA MIDYEAR REPORT 2005/06**

This report covers the period April 2005 through December 2005.

Recruitment, Membership, and Leadership in the Profession

The Midwest Chapter had 416 members in calendar year 2005, compared with 421 in 2004; 42 (10%) were new members; 5 (1%) were students; 361 (87%) were MLA members; 127 (30%) were AHIP members.

The Chapter Board and Committees participated in a variety of strategies to promote the Chapter and recruit and integrate new members. Among them: 1) The President and Board members gave updates and made personal contacts at state and local meetings and library schools in Chapter states; 2) The Publications Committee included profiles of new members in each issue of the Chapter newsletter; 3) The Awards and Scholarships Committee awarded scholarships (\$500 each) to a library science student and recent graduate to fund attendance at the Chapter's 2005 annual meeting; 4) The Membership and Publications Committees compiled a new promotional brochure; and 5) The Board proposed extending complimentary memberships to students, and members approved at the Chapter's 2005 annual business meeting.

To recognize and encourage professional leadership and achievement, the Board created a new annual award that was developed by the Awards and Scholarships Committee, called the "Midwest Chapter Distinguished Librarian of the Year Award." The Committee received and evaluated three nominations and announced the first winner – Christopher Shaffer (University of Iowa) – at the 2005 annual business meeting.

The Committee also re-worked an existing award – now called the "Midwest Chapter Innovation Award" – to make it more relevant and encourage more applicants. The Innovation Award will be presented starting in 2006.

Lifelong Learning

The Chapter participated in MLA's Chapter Sharing Roundtables free lunch program by contributing \$100 to sponsor four attendees to the event, which was held May 16 at MLA 2005 in San Antonio. Two of the free lunches were awarded by MLA to new members, and two were awarded by the Chapter's Awards and Scholarships Committee to Midwest Chapter members.

The Chapter held its 56th annual educational conference on September 16-20, 2005, in Fargo, North Dakota. The North Dakota Library Association and its Health Science Information Section co-hosted the meeting (the first ever in North Dakota), which had the theme "Routes to Discovery." Total attendance was 145; total CE attendance was 151 – 101 attended 5 half/full-day CE courses and 50 earned additional CE credits by attending a technology forum sponsored the NN/NLM Greater Midwest Region. Invited speakers included Monica Meyer, M.D. ("Medical Aspects of the Lewis and Clark Expedition"); Joseph Janes Ph.D. ("Reference of the Future"); Mary Wakefield, Ph.D., R.N. ("Patient Safety"); and Ann McKibbin, Ph.D. ("Evidence-Based Healthcare – Past, Present, Future: Implications for

Immediate Past President's Report / Appendix (continued)

Librarians"). CE course topics were: copyright law; evidence-based medicine; using evaluation to demonstrate library value; research for beginners; and teaching the publication process. The conference planning committee reported an after-expenses profit of \$22,053, to be split among the 3 host groups.

Planning continued on the Chapter's 2006 annual meeting, to be held in Louisville, Kentucky, from October 7-11. The conference theme is "Southern Exposure: A Difference Point of View."

Advocate for the Profession

Chapter activities aimed at promoting advocacy and acknowledging professional achievement included: 1) The Governmental Relations Committee created a presence at the Chapter Web that provides members with links to relevant legislative and advocacy sites; 2) The Midwest Chapter/MLA Task Force on Promoting Library Services began organizing a clearinghouse of library promotional materials at the Chapter Web site, called the "Promotion and Ideas Exchange" (a.k.a., "P.I.E. Shoppe"); and 3) The Board approved creation/revision of the achievement awards noted above.

Creating and Communicating Our Knowledge

Member-contributed papers and posters continued to be a valued and vital part of the Chapter's annual conference. The 2005 meeting included 12 presented papers and 18 posters on a variety of topics, including: e-journal and e-resource management; outreach; online learning; training and instruction; virtual reference; grant writing; public health; collaboration; and open access. Links to PowerPoint files of many of the presentations were added to the conference Web site after the meeting.

Building a Network of Partners

The Chapter continued its long tradition of collaborating with state, regional, and local groups to host its annual conference, and plans are underway to convene a 2007 joint meeting with the Midcontinental Chapter/MLA in Omaha, Nebraska.

The Chapter also continued its support of and affiliation with HealthWeb.

Organization

Key organizational and business-related activities included: 1) The Bylaws Revision Task Force proceeded with its "overhaul" of the Chapter Bylaws to bring them more in line with MLA's Model Bylaws for Chapter; 2) The Board reviewed and updated the Chapter's travel reimbursement policy; and 3) The Nominations and Elections Committee successfully distributed electronic ballots for first time.

This report is informational and requires no action by the MLA Board of Directors.

Respectfully submitted,
Sheryl Stevens, President
December 16, 2005



February 16, 2006

To: Eileen H. Stanley, President
Midwest Chapter / Medical Library Association

From: Chris Shaffer, President-Elect
Midwest Chapter / Medical Library Association

Re: President-Elect Report
Spring 2006 Board Meeting

I have begun to familiarize myself with the Chapter President's duties, Chapter bylaws and parliamentary procedures, president's priorities and goals and the MLA Strategic Plan.

Goals:

- Identify date, location and hotel for 2007 Spring Board Meeting.
- Provide input on bylaws revisions.
- Attend leadership events at the Medical Library Association Annual Conference in Phoenix, Arizona.
- Make appointments to and designate chairs of standing committees for 2007, except the Nominations and Elections Committee.
- Appoint a parliamentarian for 2007.
- Serve as a member of the Awards Committee.
- Assist the Midwest Chapter President as required.

This report is informational and requires no action by the Board.



**MLA STATUS, AHIP STATUS, INSTITUTIONAL AFFILIATION
MIDWEST CHAPTER MEMBERS
March 2006**

2006 (as of 3/3/06)		
MLA Status	No.	%
Personal	182	60.0%
Institutional	53	17.4%
Not a Member	51	16.8%
Personal & Institutional	11	3.6%
Emeritus	2	.6%
Student	4	1.3%
Unknown	1	0.3%
TOTAL	304	100.0%

2006 (as of 3/3/06)		
AHIP Status	No.	%
Not a Member	203	66.8%
Distinguished	52	17.1%
Senior	29	9.5%
Member	10	3.3%
Provisional	4	1.3%
Unknown	6	2.0%
TOTAL	304	100.0%

2006 (as of 3/3/06)		
Institutional Affiliation	No.	%
Hospital	142	46.7%
Academic	130	42.8%
Other	21	6.9%
None	6	2.0%
Student	5	1.6%
TOTAL	304	100.0%

**MIDWEST CHAPTER/MEDICAL LIBRARY ASSOCIATION
SPRING BOARD MEETING – March 3, 2006
REPORT OF THE BENCHMARKING CHAPTER LIAISON**

Report:

The availability of 2004 data in the MLA benchmarking site was announced in early November, 2005. When the final editing was completed, 325 libraries were represented in the database. The Midwest Chapter had 47 usable surveys, second only to the North Atlantic Chapter with 50.

Unfortunately, the late release date meant that deadlines for state newsletters had passed, as well as the opportunity to circulate announcements for fall meetings.

Activities:

- ❖ Attended the Annual Meeting of the Midwest Chapter and the Board meeting in Fargo.
- ❖ Communicated the availability of the 2004 benchmarking data on MLANET via the Midwest Chapter list and the OHSLA list, providing the URL and a report of my personal experiences using the database.
- ❖ Fielded questions about benchmarking from librarians, either answering them myself, or forwarding them to BNEB members.

This report is informational and requires no action by the Board.

Submitted by,

Linda E. Bunyan, MLS, AHIP
Benchmarking Chapter Liaison

Memo

To: President, Midwest Chapter/Medical Library Association
From: Mary Markland, 2005 Conference Planning Co-Chair
Subject: Report for Spring Board Meeting, Minneapolis, MN, March 3, 2006
Date: February 21, 2006

**Routes to Discovery
Midwest Chapter/MLA
2005 Annual Conference
September 16 – 20, 2005**

We were extremely pleased with our conference and very glad when it was over. It was a lot of work. We were happy that people seemed to enjoy the conference and Fargo. We were even more excited that we made some money. Our local group is going to spend our profits on scholarships to attend the Midwest Chapter/MLA conferences. Please see our final report for the details of our planning process. Below are some of our final numbers and comments.

This conference wouldn't have happened without our great committee members:

Co-chairs	Mary Markland and Judy Rieke
Budget/Finance	Mike Safratowich
CE	Ardis Haaland, Chair. Members: Eileen Chamberlain, Pamela Drayson, Maren Niemeier
Exhibits	Joan Zivich and Judy Rieke
Hospitality	Leeila Bina and Diane Nordeng
Local Arrangements	Mary Markland
Program, Posters	Karen Anderson, Chair. Members: Barb Knight and Frances Cockrum.
Web Page	Karen Anderson
Publicity	Lila Pedersen
Registration	Ann Pederson, Chair. Member: Joan Bares
Technology	Bryan Vogh

Memo

To: Eileen Stanley, President, Midwest Chapter MLA
From: Michel Atlas & Laura Davison, Co-Chairs, 2006 Conference Planning Committee
Date: February 24, 2006
Re: Report for Spring Board Meeting

The 2006 Annual Conference will be held October 7-11, at the Marriott in downtown Louisville, Kentucky. Please note the change in dates (original dates were October 6-10) – the change had to be made in order to secure adequate meeting space.

Since the Fall Board Meeting report:

- Verbal confirmation of invited speakers has been obtained, and an official letter/contract has been mailed. Featured speakers are: Alane Wilson, OCLC, Linda Watson, University of Minnesota, and Betsy Humphreys, NLM.
- The CE Committee has sent contracts to instructors, and will be announcing the classes as soon as the instructors are confirmed. A good variety of topics has been selected by the committee.
- The call for papers and posters has been added to the conference web site, and will be going out in the next Midline newsletter.
- The preliminary conference budget was submitted to the Midwest Chapter Treasurer and the 2006 Annual Conference Accounts have been established. The Finance Committee Co-Chair has established procedures for payment and deposits of funds; forms have been provided to all chairs of the planning committee.
- An invitation letter to vendors seeking sponsorship of conference events has been prepared by the Exhibits Committee and will be mailed shortly.
- A contract has been signed with the Kentucky Derby Museum for the conference reception, which will be held on Monday evening.
- The Web Committee has been working with the Midwest Chapter Technology Committee Chair to establish a basic web page for the conference. Additional information will be posted as confirmations are received, and plans are completed. The Technology Chair is also working with the Web Committee to establish a login account, so that the Web Committee will be able to update all the conference pages. This will be very helpful, and allow more frequent updates.

This report is informational and requires no action by the Board.

February 22, 2006

TO: Eileen Stanley, President, Midwest Chapter

FROM: Jim Lander
Omaha 2007 Co-chair

RE: Spring 2006 Report

Goals:

I will attend the fall board meeting.

I will attend both the Midwest Chapter and Midcontinental Chapter's annual conferences and will be one of the four committee chairs giving the invitation to the 2007 joint conference.

I will be at the conference planning session to be held in Des Moines, April 28.

Activities:

I have been participating in the Omaha 2007 discussion list.

The theme for the conference will be selected by the four co-chairs after the solicitation for theme ideas ends February 24.

I am developing a matrix of activities done by the Midwest Chapter meeting planners as well as the Midcontinental meeting planners in order to make resolution to unlike activities. This will be available before the April meeting.

The Memorandum of Understanding between the chapters has been drafted and Chris will present at the board meeting. This is an action item.

This report requires action by the board.

TO: Eileen Stanley, President, Midwest Chapter Medical Library Association

FROM: Pam Rees, MLA Chapter Council Alternate Representative

SUBJECT: Report-Executive Board Meeting, March 3, 2006

DATE: February 21, 2006

ACTIVITIES

- Served as Chapter Council Liaison to the MLA Membership Committee.
- Attended the MLA Midwinter Membership Committee meeting in Chicago on January 13-14, 2006.
- Sent messages to Midwest Chapter listserv regarding MLA activities.
- Joined in Chapter Council Listserv discussions.
- Prepared mid-year report as Chapter Council Liaison to the MLA Membership Committee for Chapter Council Chair.
- Worked on writing Chapter Meeting Planning Guidelines at the request of the MLA Membership Committee and Chapter Council.

OBJECTIVES:

- Work on MLA Membership Committee and Communication Committee assignments
- Continue Liaison activities with Chapter Membership representatives
- Attend Membership Committee meeting at MLA in Phoenix in May 2006.
- Attend Chapter Council Meeting with Carole Gilbert at MLA in Phoenix in 2006
- Serve on New Members/First Time Attendees breakfast committee for MLA's Membership Committee.
- Give presentation with MLA Section Liaison at the Membership Committee's First Time Member/New Member's Breakfast in Phoenix.
- Respond to Chapter Council assignments and monitor Chapter Council Listserv
- Work with Carole Gilbert to keep the Midwest Chapter informed about MLA activities
- Attend Midwest Chapter Board meetings.
- Complete Chapter Meeting Planning Guidelines project.
- Serve on Hospitality Committee for the 2007 joint chapter meeting with the Midcontinental Chapter

This report is informational and no action is required.

Pam Rees, Midwest Chapter Council Alternate Council Representative

MIDYEAR REPORT

Midwest Chapter CC Representative

This report covers the period between September 2005 and February 2006.

The following activities are related to the MLA Strategic Plan:

Goal 1. Recruitment, Membership, Leadership

The Midwest Chapter provides a scholarship to MLS students or new grads who have not previously attended a Chapter meeting.

Membership in Midwest Chapter has increased.

Proposed student membership

Goal 2: Life-long learning

The Chapter sponsored several continuing education classes at the annual Chapter Meeting in Fargo, ND with subjects ranging from evaluation demonstrating value to copyright, developing new roles and research.

Goal 3: Advocacy

New membership brochure mock-up was presented for review.

A new Task Force was established in the Spring of 2005 to organize a clearinghouse of library promotional materials produced by members that can be adapted by colleagues. Designated the P.I.E.(Promotion Idea Exchange) Shoppe, it is an online venue for posting promotional tools and for sharing ideas and tips. It will include marketing plans, assessment tools, promotional tools for a variety of genres and more. The task force exhibited several ideas at the Fargo meeting.

Presented Midwest Chapter Distinguished Librarian of the Year Award to Chris Shaffer for his work at the Chapter and national levels.

Goal 4: Creating and Communicating Knowledge

Chapter is encouraged to sponsor classes that improve professional practice and support life-long learning. Many state groups within the Chapter also sponsor classes.

The Chapter annual meeting program provided Midwest Chapter members opportunities for poster presentations and contributed papers

Goal 5: Building a Network of Partners

Gearing up for the joint chapter meeting with the Midcontinental Chapter for 2006.

As Chapter Council Representative from the Midwest Chapter, I have participated in the following activities:

Forwarded requests for information and input from CC members to Midwest Chapter members and Boards as appropriate.

Forwarded requests for information and input from Midwest Chapter members and Boards to Chapter Council

Submitted Roundtable topics

Recruited Chapter Sharing Roundtable facilitators and scribes

Responded to Chapter business as requested, including that on the Chapter Council listserv.

Prepared midyear report for Midwest Chapter board meeting

Polled Midwest chapter members concerning problems with the Patient Safety web cast

Serve as Chapter Council Representative to the MLA Continuing Education Committee and participated in list serv, discussions.

Currently working with CEC on class selection for 2007.

Submitted chapter goals to Chapter Council and prepared midyear and annual report.

OBJECTIVES

To learn to be an effective member of Chapter Council, representing Midwest Chapter.

To participate fully in Chapter Council business.

To represent Chapter Council on the Continuing Education Committee

This report is informational and requires no action by the Midwest Chapter Board..

Carole Gilbert
Midwest Chapter Council Representative

**Annual Meetings Chair
Midwest Chapter, Medical Library Association
Spring 2006 Board Meeting**

2006 Objectives

- Attend Spring and Fall Board Meetings and Annual Meeting in Louisville KY
- Act as liaison between the Board and the Conference Coordinators
- Determine location of 2008 Annual Meeting
- Maintain the Chapter's exhibit display board and Annual Meeting Guide

Activities

- Completed revision of the Annual Meeting Guide to incorporate changes in Annual Meeting financial arrangements, as well as other changes
- Forwarded information on Groups To Go to the Michigan folks for 2008; this is a company which assists with negotiating hotel contracts for conferences and is currently working with five other MLA chapters.

This report is informational and requires no action from the Board.

Respectfully submitted,
Donna Barbour-Talley
Annual Meetings Chair

TO: Eileen Stanley, President,
Midwest Chapter/Medical Library Association

FROM: Lora Gault, Archivist, Archives Committee
Kris Hughes
Marianne Doherty
Ann C. Weller (ex officio)

SUBJECT: Report for Spring Board Meeting

DATE: February 22, 2006

Activities:

1. Promoted membership in the Midwest Chapter
2. Archives materials were received from several officers after the Annual board meeting.
3. We continue to search Chapter archives to expand the current listing of annual meetings. This list is located on the chapter website.
- 5 We are continuing to research different methods and companies that can preserve the archives.
- 6 We continue to work on the chapter history.

Objectives:

Attend scheduled board meetings and annual fall conference

Promote chapter membership

Recruit for careers in health science librarianship

To maintaining a permanent file of Chapter records, such as meeting minutes, correspondence of lasting interest, program information, and officers.

Materials for the archives should be sent to:

MC/MLA Archives
c/o Library of the Health Sciences
Special Collections Department
University of Illinois at Chicago
1750 West Polk Street M/C 763
Chicago, IL 60612

This report is informational and requires no action by the Executive Board.



DATE: February 24, 2006
TO: President, Midwest Chapter, MLA
Executive Board Members, Midwest Chapter, MLA
FROM: Rick A. Brewer, Chair, Audit Committee
SUJECT: Audit Committee Report

The calendar year 2005 financial records of the Midwest Chapter were audited on Thursday, February 23, 2006.

After a thorough review, all expense reports were well documented including invoices, receipts and signature approval of the President, Sheryl Stevens. All check disbursements matched the requested amounts and were processed in accordance with designated procedures. Membership and additional incomes were reflected accurately and substantiated with appropriate documentation. In addition, all bank statements and chapter records were reconciled in a timely and exact manner.

In conclusion, I find the records of Treasurer Christopher Shaffer to reflect the financial condition of the Midwest Chapter.

COMMENTS

- Incorporation expenses were incurred during fiscal year 2005. Tax Form 990 was filed with the MLA in March, 2005.
- Cash and checks were deposited promptly into the Chapter's bank account.
- The Check Request Form was consistently used for all disbursements of payments, thereby, providing an audit trail with detailed and descriptive information pertaining to transactions and accounts.
- U.S. Bank issued a \$5 credit in January to correct a tax error from 2004.
- Organization of accounts and spreadsheets were cross referenced and easy to follow and track recorded information as a result of the Treasurer's accounting system for managing funds.
- The Treasurer created a sub-account and ledger for the 2006 Conference to track financial activities associated with the annual meeting. Unlike past meetings where the host institution maintained a local account and was responsible for finances, 2006 is the first time that the Treasurer will work with the conference planners overseeing finances.
- The Balance Sheet reflects an accurate financial position of the Midwest Chapter.

This report is informational and requires no action by the Executive Board.

**Midwest Chapter
Medical Library Association**

**Awards & Scholarships Committee
Spring 2006 Board Report**

Committee Members:

Elaine Skopelja, Chair, 2005-2006
Chris Shaffer, Past President, 2006
Pam Bradigan, 2005-2006
Amy Hatfield, 2005-2006

Committee Charge:

1. Edit and publish the criteria for the Midwest Chapter Health Information Innovation Award so that it is ready to be presented this year.
2. Have the Board confirm the name of the Innovation Award, i.e. Health Information Innovation, Innovation, Innovator?
3. Review the Distinguished Librarian of the Year Award to see if any changes are necessary.
4. Review the Conference Scholarship Award to see if any changes are necessary.
5. Publish on the Chapter website the list of recipients of past awards.
6. Publicize awards and scholarships.
7. Review and award two Conference Scholarships.
8. Review and award the Distinguished Librarian and the Health Information Innovation Award.

Activities related to the Committee Charge:

1. The description of the Innovation award is attached for Board review. When approved, it will be added to the Awards page on the website.
2. The award name will be formalized after the Board has made a decision.
3. The web pages on the award will be updated (before the meeting). The documentation instructions have been changed to allow for the official letter of nomination to be one of the 3 required letters of support.
4. The Conference Scholarship page will be updated.
5. The recipient page will be created.
6. Publicity efforts will be the same as last year, starting in late spring.
7. Awards & scholarships will be due and reviewed one month later than last year to conform to the usual Chapter timetable. They were moved up last year because of the early meeting date.

Respectfully submitted,
Elaine Skopelja, Chair, Awards & Scholarships Committee

Midwest Chapter Health Information Innovation Award

Application Information

History

The Award was established by the Executive Board of the Midwest Chapter in 2005 to honor individuals, groups, or libraries that have displayed creativity and/or problem solving skills that have resulted in innovative methods, projects, products, organizational enhancements or publications in the field of health information management. It replaces the Award for Health Information Management. The first award will be presented at the 2006 Annual Meeting of the Midwest Chapter of the Medical Library Association.

Award

The recipient(s) receives a certificate of recognition and a cash award of \$500 to be presented at the Annual Meeting of the Midwest Chapter. Additionally, a letter will be sent to the successful nominee's supervisor or parent organization. The winner of the award will not be announced until the Awards Ceremony.

Criteria

- Candidates must be Midwest Chapter members.
- Candidates are not required to be an MLS, MLIS, etc.
- The application requires a detailed description of the project or initiative including a written explanation of the original challenge/problem, how it was resolved and the outcome of the initiative. If the project is still underway, then there must be enough evidence presented to determine its success.
- No self-nominations. Nominations may be sent by co-workers, supervisors or other people outside the candidate's institution.
- Successful applications will include a completed application form, CV/resume of the candidate(s) with an official letter of nomination and a minimum of three supporting letters or emails. The official letter of nomination can also serve as one of the three supporting documents. These communications should be from colleagues both from within and

**GOVERNMENTAL RELATIONS COMMITTEE
2006 SPRING MEETING REPORT**

TO: EILEEN STANLEY, PRESIDENT, MIDWEST CHAPTER/MEDICAL LIBRARY ASSOCIATION
FROM: JULIE SCHNEIDER, GOVERNMENTAL RELATIONS CHAIR
SUBJECT: REPORT FOR SPRING BOARD MEETING
DATE: 2/24/2006

Activities:

1. Communicated legislative concerns to Midwest members through the Midwest listserv.
2. Continued to monitor legislative activities and notices from MLA and ALA.
3. Signed up to receive legislative notices from AMA, ANA, and AMIA.

NonActivities:

1. Was not able to add additional content to the Governmental Relations page on the Midwest website so that continues to be an Objective.
2. Was not able to strengthen the News portion of the Governmental Relations page so that continues to be an Objective.

Objectives:

1. Attend the Spring Board meeting and annual Fall Board meeting each year.
2. Continue to add content to the Governmental Relations web-presence on the Midwest website.
3. Strengthen the News portion of the Governmental Relations page.
4. Continue to communicate legislative concerns of the region to the MLA board.
5. Will monitor the progress of the CURES bill introduced by Lieberman & Cochran and see if there is a need for the Midwest Chapter Board to send out a letter in support of the bill.

This report is informational and requires no action by the board.

MIDWEST CHAPTER/MLA
Board Meeting Report - Spring 2006

TO: Eileen Stanley
President

FROM: Bette Sydelko, Chair
Membership Committee

RE: Spring 2006 Report

DATE: March 3, 2006

2006/2007 Members

Bette Sydelko, Chair & Membership Secretary
Ximena Chrisagis
Patty Lunsford
Nancy O'Brien
Kathryn Skhal

Objectives

- Provide membership application forms to Reps-At-Large for distribution to library schools in their respective states
- Assist in keeping accurate records of the membership

Activities

- The Membership Secretary did not call on the committee for assistance during this time frame.

This report is informational and requires no action by the Board.

Respectfully submitted,

Bette S. Sydelko, Chair
Membership Committee
Midwest Chapter/MLA

**Midwest Chapter, Medical Library Association
Spring 2006 Board Meeting
Technology Committee Report**

Members:

Allan R Barclay, chair (other committee members TBA soon)

Activities:

- Initial research into moving chapter website to hosting provider
- Discussed changing newsletter format w/ Publications; other collaborations

Non-controversial Objectives for 2006:

- Attend Spring and Fall board meetings
- Promote chapter membership and activities

Objectives needing Discussion for 2006:

Update Midwest Chapter website in a variety of ways:

- Move site to commercial hosting provider to enhance capabilities
- Change format of MIDLINE to a blog, hosted on chapter website
- Site redesign, reorganization based on member input and issues already identified in current structure, code base, etc
- Coordination with Publications, Archives re: online archives, gaps in content

Rationale:

- Current site hosting arrangements are prohibitive and likely to get worse in terms of work needed to make changes, provide access, etc
- Current site hardware is aging, uncertainty as to how well that can be upgraded now and in the future
- Letting providers who are in the business of hardware and software maintenance frees up time for more productive activities by GMR/NNLM staff

Issues:

- Who will do the work and how long will it take?
- When or by when should we do this? What happens in the interim?
- Is Midwest Board comfortable with paying for this service? (don't have formal quotes but can give idea of cost, then provide details later)
- Will it be disruptive or otherwise cause problems?

This report requires discussion, tentative approval by the Board.
Respectfully submitted February 28th by Allan R Barclay.

Date: February 24, 2006
To: Eileen H. Stanley, President, Midwest Chapter/Medical Library Association
From: Ed Holtum, Representative-at-large
Subject: Report for Spring Board Meeting, Minneapolis, March 3, 2006

Objectives:

- ❖ Attend Annual MLA meeting in Phoenix
- ❖ Work with state and local health science library groups to promote chapter activities and solicit input from members

Activities:

- ❖ Attended Fall Board Meeting in Chicago
- ❖ Attended Fall Chapter Meeting in Fargo
- ❖ Distributed membership brochures to state and local health science librarians

This report is informational and requires no action by the Board.

Date: February 23, 2006

To: Eileen Stanley, President
Midwest Chapter / Medical Library Association

From: Winn Theirl, Representative-at-Large

Subject: Report for Spring Board Meeting
March 3, 2006
Minneapolis, MN

Objectives:

1. Share the activities and promote the membership of the Midwest Chapter / MLA to local and state library groups within Kentucky.
2. Serve on Midwest Chapter / MLA committees as requested.
3. Assist the Board with activities as needed.
4. Attend scheduled Board meetings.

Activities:

1. As a tri-chair of the 2006 annual meeting Continuing Education Committee, on-going work in relation to continuing education activities for the conference.
2. As a member of the 2006 annual meeting Publicity Committee, on-going work in relation to publicity activities for the conference.
3. Will be attending the first meeting of the newly formed statewide health science library council for Kentucky in April and will be promoting the activities and membership of the Midwest Chapter / MLA to those in attendance.

This report is informational and requires no action from the Board.

TO: Eileen Stanley, President of Midwest Chapter/MLA
FROM: Beth Carlin, Representative-at-Large
RE: Report for March 3, 2006 Board Meeting, Minneapolis, MN
DATE: February 22, 2006

Objectives:

- Promote activities and membership in the Midwest Chapter/MLA
- Attend the Spring and Fall Board meetings and the Fall annual meeting each year
- Service on the Midwest Chapter/MLA Committees as requested.
- Promote careers in health science librarianship

Activities:

- Elected Representative-at-Large
- Sponsored two internships for Graduate Library Science Students interested in Medical Librarian careers.

This report is informational and requires no action by the Board.



National Network of Libraries of Medicine

Greater Midwest Region

University of Illinois at Chicago

Library of the Health Sciences (M/C 763)

1750 West Polk Street

Chicago, IL 60612-4330

312-996-2226 fax

312-996-2464 office

gmrlist@uic.edu

<http://nnlm.gov/gmr/>

Memo

To: Eileen Stanley, President, Midwest Chapter/Medical Library Association

From: Tammy L. Mays, MLIS, AHIP, Representative-at-Large

Re: Report for Spring Board Meeting in Minneapolis, Minnesota, March 3, 2006

Date: February 21, 2006

OBJECTIVES:

1. Attend the scheduled Board meetings and annual Fall conference each year.
2. Promote Midwest Chapter membership at local and state group meetings in the Greater Midwest Region.
3. Communicate Midwest Chapter activities and Board actions to health sciences librarians in the Greater Midwest Region.
4. Serve on Midwest Chapter/MLA committees as requested.
5. Accept Special Committee assignments.

ACTIVITIES

1. As an active member of the Archives committee, I am assisting the current secretary of the Midwest/MLA chapter by updating the final reports on the website from 1997 forward.
2. Promoted medical librarianship and the NLM Associate Fellowship at the Internship and Scholarship Fair, December 3, 2005 at the Malcolm X College in Chicago, IL.
3. Participated in the Medical Library Association's recruitment DVD.

This report is informational and requires no action by the Board.

MEMO

TO: Eileen Stanley, President, Midwest Chapter of the Medical Library Association

FROM: Mary K. Taylor, Representative-at-Large

SUBJECT: Report for Spring Board Meeting in Minneapolis, MN, March 3, 2006

DATE: February 21, 2006

OBJECTIVES

- Promote membership in the Midwest Chapter/MLA.
- Attend the Spring and Fall Board meetings and the Fall annual meeting each year.
- Serve on the Midwest Chapter/MLA committees as requested.

ACTIVITIES

- Attended Fall Board Meeting in Fargo, ND, September 16, 2005.
- Attended the 2006 Fall Annual Meeting, in Fargo, ND.
- Continued to write the New Members column for MIDLINE, the Midwest Chapter's newsletter.

This report is informational and requires no action by the Board.

2006 SPRING MEETING REPORT

TO: EILEEN STANLEY, PRESIDENT, MIDWEST CHAPTER MEDICAL LIBRARY ASSOCIATION
FROM: STEPHEN JOHNSON, REPRESENTATIVE-AT-LARGE
SUBJECT: REPORT FOR SPRING BOARD MEETING
DATE: 2/24/2006

Activities:

1. Spoke with members of the Wisconsin Health Sciences Library Association, and other area health sciences librarians to participate as members of the Midwest Chapter.

Objectives:

1. Attend Spring Board meeting and annual Fall meeting
2. Promote interest, membership, and participation in Midwest Chapter activities.
3. Communicate activities of the Midwest Chapter to health sciences librarians in the region.
4. Serve on Midwest Chapter and MLA activities as requested.

Representative-at-Large Report

To: Eileen H. Stanley,, President, Midwest Chapter/Medical Library Association
From: Theresa Arndt, Representative-at-Large
Subject: Report for Spring Board Meeting, Minneapolis, MN
Date: March 3, 2006

Activities as outgoing Secretary:

1. Prepared final minutes for Spring 2005 Board Meeting and 2004 Annual Business Meeting following approval at Chapter meetings in Fargo, ND.
2. Attended Fall 2005 Board and Annual Business Meetings in Fargo, ND and prepared draft minutes.
3. Located missing minutes from past meetings and submitted for posting on Chapter website.
4. Prepared and delivered turnover file to incoming Secretary, Deborah Lauseng.

Activity as Representative-at-Large:

1. Promoted Chapter membership during presentation to required classes at the University of Michigan School of Information on January 26 & 27. Distributed membership brochure and highlighted free student membership.

Objectives:

1. Assist new Secretary and Archivist in assuring that all final meeting minutes are in the Chapter archives.
2. Work with incoming Secretary to assure a smooth transition.
3. Assist with planning for 2008 Chapter meeting in Michigan.
4. Promote activities of and membership in the Chapter and assist the Board with activities as needed.

This report is informational and requires no action by the Board.

Respectfully Submitted,
Theresa Arndt

To: President, MC/MLA

From: Erika Severson, Representative at Large

Subject: Report for Spring Board Meeting, Minneapolis, MN, March 3, 2006

Date: February 24, 2006

Activities:

1. Promote medical librarianship to UWM SLIS students working Ebling Library.
2. Encourage MLS holders working in para-prof. jobs to pursue career opportunities in Health Sciences.
3. Administer website & listservs for Public Services Section, MLA
4. Elected chair-elect, Public Services Section, MLA

Objectives:

1. Promote chapter membership w/in my library, w/in the state, and w/in MLA
2. Promote careers in health sciences librarianship at UW – Madison SLIS.
3. Communicate Chapter & Board activities to Wisconsin colleagues.

This report is informational and requires no action by the board.



To: Eileen Stanley
President, Midwest Chapter/Medical Library Association

From: Rick A. Brewer
Representative-at-Large

Subject: Report for Spring Board Meeting
Minneapolis, MN

Date: February 23, 2006

ACTIVITIES:

- Continue to serve as Chair of the Audit Committee for the chapter and perform all duties associated with the role.
- Attended several planning committee meetings with the University of Louisville during the year pertaining to the 2006 annual joint meeting to be held in Louisville, KY in October, 2006.
- Attended the meeting of the Kentucky Health Sciences Library Consortium in Louisville, KY in March, 2005.
- Served on the Publicity Committee and attended planning meetings in preparation for the fall 2006 annual meeting to be held in Louisville, KY next October.
- Joined the Membership Committee in preparation for the fall 2006 annual meeting to be held in Louisville, KY next October.
- Promoted membership in the Midwest Chapter to University of Kentucky School of Library and Information Science graduate students in the fall, 2005.

OBJECTIVES:

- Serve as liaison and report any issues/concerns to the Board as requested by the membership.
- Promote activities of and membership in the Midwest Chapter/MLA.
- Serve on Midwest Chapter/MLA committees as requested.
- Assist the Board with activities as needed.

This report is informational and requires no action from the Board.

TO: Eileen Stanley, President, Midwest Chapter Medical Library Association
FROM: Deborah Lauseng, Secretary, Midwest Chapter Medical Library Association
SUBJECT: Report-Executive Board Meeting, March 3, 2006
DATE: February 21, 2006

ACTIVITIES

- Assumed responsibilities of Secretary position, January 2006
- Worked through smooth transition with past-Secretary, Terry Arndt

OBJECTIVES

- Record minutes of Chapter Board and Business meetings
- Maintain archive of Chapter minutes
- Work toward filling in meeting minutes archives

This report is informational and no action is required.

Respectfully submitted,
Deborah Lauseng, Secretary