

Midwest Chapter Committee Reports
Executive Board Meeting
Fall 2010

President's Report
Elaine Skopelja

President's Report
Fall 2010

- Successfully conducted first virtual Executive Board meeting in March 2010. The meeting included 7 onsite attendees and 6 offsite attendees using DimDim, saving both time and money for individuals and the Chapter
- With the State Liaisons Committee Chair, completed a form letter to state association presidents regarding their state liaisons to the Chapter
- Submitted the Mid-Year Report to MLA
- Worked with various members and committee chairs to create a Special Committee for Advocacy
- Made changes to the President's section of the Chapter wiki
- Planned the Fall Executive Board Meeting

Midwest Chapter
Mid-Year Report to Medical Library Association
Elaine Skopelja, President

Recruitment, Membership, and Leadership in the Profession

The Midwest Chapter has Membership stands at 286 as of 3/21/2010, 18 of which represent new members. Our membership numbers are unusually low this year, and the Executive Board has discussed several ways to increase membership. One way is to subsidize the use of our professionally designed poster and banner promoting the Chapter by paying for or reimbursing all shipping charges. We are encouraging members to borrow this poster for regional, state, and local library-related meetings and it has been sent out three times to date. The Chapter continues to offer free membership to students; currently we have 4 student members. Student members generally sign up right before the annual meeting. With an online payment method established through Acteva, 67 members have used this method to renew or join the Chapter. We are also maintaining annual dues at the current rates.

We are pleased to award two annual meeting scholarships each year to members who are either attending library school or recent graduates. This year's recipients were Margaret (Peggy) Gross, University of Illinois at Urbana-Champaign, and Andy Hickner, University of Michigan.

Mary Markland, University of North Dakota School of Medicine and the Health Sciences, was named 2009 Distinguished Librarian of the Year. Mary was recognized for her contributions within the Chapter and throughout the library profession. A highlight of comments made about Mary's contributions to the profession include: "incredible enthusiasm for librarianship and her desire to provide, quality, up-to-date library services", "superb ability to initiate services that advance information-seeking skills", "real knack for finding the best way to bring people together to work on a project"—something that has been demonstrated time and again in her leadership as Midwest Chapter President and her earlier work as Co-Chair of the 2005 Midwest Chapter Annual Meeting in Fargo, ND.

Life Long Learning

The Chapter continues to support participation in the Chapter Council Roundtables Luncheon. In addition to sponsor two lunches through donation to MLA, we also have a Roundtable Luncheon award. This year's Chapter recipient was Debra Werner, University of Chicago.

The Midwest Chapter's Professional Development Awards are given to two librarians who have been working in the profession for at least one year and had never attended a Midwest Chapter meeting. This year the Award went to Kacy Allgood, Indiana University, and Dee Disardina, University of North Dakota SW Campus.

"Seek, Explore, Discover" was the theme of this year's annual meeting of the Midwest Chapter held in Columbus, OH, October 3-6. Clifford Stoll, the keynote speaker, energetically presented "The Thin Book with Lots of Pictures". Lorcan Dempsey, OCLC, the plenary session speaker, challenged us to be innovative in moving beyond traditional boundaries. The meeting included a diversity of learning opportunities through 10 CE courses, 15 contributed papers, and 31 poster presentations. We were very pleased to have Carla Funk join us throughout the conference. We are also glad to have two Chapter members represented on the MLA Board, Ruth Holst as President-Elect, and Jane Blumenthal as MLA Board Member.

Advocacy

During the Annual Meeting, Midwest Chapter members shared their involvement with promotion of readily available health information and the role of medical librarians in facilitating access. Presentations included a report on the Vital Pathways Project, research collaborations in an academic setting, study of cancer survivor information seeking needs and behaviors, and collaboration with a local public school. Further advocacy information was provided through a variety of poster presentations.

Two separate panel discussions during the Annual Meeting encouraged attendees to understand 'what administrators want from libraries' and to stay current on issues within scholarly communication.

The Professional Relations Committee has been working on the development of two advocacy posters, one for academic librarians and one for hospital librarians. These posters will be designed to promote the skills, knowledge and information management expertise of medical librarians to their patrons, administrators and colleagues throughout their institution. Samples of the proposed media will be presented at the annual meeting.

Creating and Communicating our Knowledge

ConnectMidwest (Chapter blog) and MIDLINE (blog-based quarterly newsletter) continue to be vital communication instruments within the Chapter. Throughout the Midwest Chapter Annual Meeting we had designated volunteer bloggers sharing about the various conference presentations and events to support members that were not able to attend.

The Chapter Board has integrated the use of PBWiki into our process for tracking procedures and policies. Additionally the Board is 'sampling' online meetings. Using DimDim, we had one member of the Communications Committee (Allan Barclay) attend while still in Wisconsin. In January, 2010 a test of the DimDim virtual meeting occurred, with 6 members in attendance. For the Spring Board Meeting in March 2010, board members were offered the choice of attending in person or virtually via DimDim. Seven people attended in person and 6 via DimDim. Despite a few technical glitches, the meeting went well and the remote attendees were pleased with the software.

The 2009 Jean Williams Sayre Innovation Award was presented to the Prior Health Sciences Library Center for Knowledge Management, Ohio State University, for their development of an Internet-based medical education portal. Pam Bradigan, Director, accepted the award on behalf of the staff.

Building a Network of Partners

The State Liaison Committee continues to build stronger connections with each state health sciences libraries associations. Each member of the Committee is appointed to serve by their local state association or organization. To date, it has been difficult to keep track of each state's representative as far as their term of office, election timeframe, etc. It was decided that the President would officially contact each organization every year to confirm the name and term of office of their state representative to better stay in contact. This would also be an opportunity to encourage Committee members to gather and submit information about state level activities to the Chapter's MIDLINE newsletter.

The use of the Chapter poster and banner by state and local groups (as mentioned under recruitment and membership) should also encourage interest in our group.

Each annual meeting is an opportunity for the Midwest Chapter to work with the state organizations, Chapter members and potential Chapter members. This was very true with working with the Ohio Health Sciences Library Association on the 2009 Annual Meeting.

2010 Midwest Chapter Officers

Annual Meetings Committee Chair	Donna Barbour-Talley
Archivist	Mary Hitchcock
Auditor	Barbara Gushrowski
Awards and Scholarship Committee Chair	Sheryl Stevens
Candidate for Membership on MLA Nominating Committee	Melinda Orebaugh
Communications Committee Chair	Karen Anderson
Finance Committee Chair	Sue London
Governmental Relations Liaison	Julie Schneider
Immediate Past President	Deborah Lauseng

Membership Committee Chair	Rebecca Caton
Membership Secretary	Rebecca Caton
Nominations and Elections Committee Chair	Deborah Lauseng
President Elect.....	Clare Leibfarth
President.....	Elaine Skopelja
Professional Practice Committee Chair	Janna Lawrence
Recording Secretary.....	Charniel McDaniels
Representative to the MLA Chapter Council	Bette Sydelko
Representative to the MLA Chapter Council, Alternate.....	Pam Rees
Representative-at-Large	Ximena Chrisagis
State Liaisons Committee Chair.....	Ximena Chrisagis
Treasurer	Sue London

MOTION

This report is informational and requires no action by the Board of Directors
 Respectfully submitted, April 29, 2010
 Elaine Skopelja, President, Midwest Chapter

Membership Committee Report
Becca Caton, Chair

TO: Elaine Skopelja, President
 FROM: Becca Caton, Membership Secretary
 DATE: September 7, 2010
 SUBJECT: Fall 2010 Report



2010 Membership Committee:
 Katherine V. Chew, 2010-2011
 Dee Disardina, 2010-2011
 Becca Caton, Chair, 2009-2010

Activities & Accomplishments

- Membership stands at **396** as of **9/7/2010**. The Chapter currently has 53 new members, 24 of whom are students. 138 members total have used Acteva for joining/renewing, 45 of which were new members. 28 of 30 students renewed via Acteva.
- Received membership renewals and passed checks on to Treasurer
- Updated the membership database as renewals were received
- Notified members of receipt of dues
- Prepared report for Fall Board Meeting
- Responded to requests from members and potential members for information
- Responded to Nominations and Elections Committee for confirmation of membership
- Responded to annual meeting committee for membership clarification
- Worked with M. Hitchcock to clarify membership discount code for annual meeting registration
- Updated Membership Directory: March 2010, June 2010

- Coordinated with A. Barclay on listserv & website updates
- Scheduled exhibit display for University of Michigan-National Medical Librarians month and Health Science Librarians of Illinois events
- Created a membership postcard for marketing
- Updated procedures wiki
- Prepared for transfer of material and information to new Membership Secretary
- Spring Board Action Items Completed:
 - Discussed Emeritus status with Membership Committee. Details attached.
 - Drafted membership survey for President of Midwest Chapter

For Board Consideration/Action Items

- Consider Emeritus status for membership. Attached is documentation from Membership Committee discussion.
- Confirm Acteva event for 2011 Membership

Item of note: Thank you to Bette Sydelko for attending the MLA Membership Committee meeting at MLA 2010 in Washington, DC.

**Annual Meetings Report
Donna Barbour-Talley, Chair**

**Annual Meetings Report
Fall Board Meeting, September 24, 2010**

The Chapter currently has three annual meetings in the planning stages:

Sept 24-28, 2010 – Madison WI

Julie Schneider & Barb Sisolak, 2010 Conference Committee Co-Chairs

Plans are in place for an excellent meeting in Madison.

Oct 7-11, 2011 – Indianapolis IN

Barbara A. Gushrowski, 2011 Conference Coordinator

Theme: Faster – Higher – Stronger

Site: Indianapolis Marriott Downtown

Gala Event: NCAA Headquarters – lots of interactive games and a “Tailgating” theme

Planning is continuing on schedule for the 2011 meeting.

Oct 5-9, 2012 – Rochester MN

Donna Barbour-Talley, 2012 Conference Coordinator

Contracts with the Doubletree Hotel and the Rochester Convention Center were signed in April. Committees will be formed in early 2011 to begin planning the content of the conference.

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

Archives Committee Report Mary Hitchcock, Archivist

Activities

- 1) Hired a student with previous archival experience, Heather Rush.
- 2) Heather worked primarily under the supervision of Kevin O'Brien at the Library of the Health Sciences (LHS) at University of Illinois Chicago (UIC).
- 3) A more concise and easily understandable finding aid has been completed and will be made available to the general public via the Special Collections Archives website

Objectives

Maintain permanent records for the Midwest chapter that will include, but not limited to: Executive Board meetings, committee minutes, financial information, membership, annual conferences, and various realia.

- 1) Communicate with past archives committee members to understand previous organizational structure and, if any, finding aids that may have been created for record retrieval or inventory.
- 2) Develop a records processing and archival structure to gain better understanding of records. Current structure seems to be confusing and records seem to be scattered, incomplete, or missing in entirety.
- 3) Continue to complete previous archives objectives noted in past reports.
- 4) Finalize the finding aid for the chapter's archival materials for UIC library website.

Materials for archives should be sent to:

Midwest Chapter/MLA Archives
c/o LHS, Special Collections
University of Illinois Chicago
1750 W. Polk Street
Chicago, IL 60612

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

Awards and Scholarships Committee Sheryl Stevens, Chair

REPORT TO THE EXECUTIVE BOARD

FALL 2010

AWARDS & SCHOLARSHIPS COMMITTEE

Sheryl Stevens, Chair

ACTIVITIES AND ACCOMPLISHMENTS

- Submitted spring & fall reports to the Executive Board.
- Reviewed and updated all award descriptions & applications.
- Reviewed & updated Committee policies & procedures on Chapter wiki.
- Successfully solicited nominations for 4 of 5 Chapter awards.
- Evaluated applications according to specified criteria & selected recipients.

AWARD RECIPIENTS

- Chapter Council Roundtables Luncheon Award (\$54 each): Amy Donahue (MN) & Stephanie Schulte (OH)
- Annual Meeting Scholarship Award (\$500 each): Bethany Harris (MI) & Heather Coates (IN)
- Professional Development Award (\$500 each): Megan Conley (IA) & Elizabeth Kiscaden (IA)
- Jean Williams Sayre Innovation Award (\$500): TBA at Business Meeting & Luncheon on September 27
- Distinguished Librarian of the Year Award (\$500): Not awarded this year

DISCUSSION ITEMS

- Revise Annual Meeting Scholarship criteria to specify that applicants must be enrolled in a library science program at the time they would be attending the meeting.
- Re-evaluate “official” Annual Meeting Scholarship Payment Policy which has not been followed for the past 5 years, as it is somewhat circuitous & places undue responsibility for registration on the Treasurer. Note: In the past 5 years, no recipients have requested this payment method or objected to paying in advance & being reimbursed.

Annual Meeting Scholarship Payment Policy

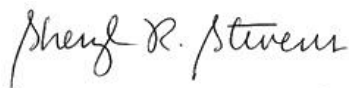
http://midwestmla.org/board/treasurer/annual_meeting_scholarship_payment_policy.pdf.

1. *Scholarship recipient submits an Annual Meeting registration form & a Payment Request Form to the President.*
2. *President authorizes payment & forwards forms to the Treasurer.*
3. *Treasurer pays registration fees & forwards registration form & payment to meeting organizers (as per normal registration procedures).*
4. *Treasurer delivers balance of funds to scholarship recipient at the Annual Meeting. Receipts are not required.*

- Re-evaluate Distinguished Librarian of the Year Award.

This report requires discussion by the Board.

Respectfully submitted,



Sheryl R. Stevens, Chair
Awards & Scholarships Committee
Midwest Chapter/MLA

Communications Committee Report
Karen Anderson, Chair

Activities:

Clare Leibfarth, ConnectMidwest Blog Editor

Clare posted 7 articles to ConnectMidwest since the last board meeting. They included detailed coverage of Midwest Chapter members at MLA. (She was also an Official MLA '10 Blogger.) She worked closely with Allan to implement the changeover of both of our publications to the Word Press platform.

Fall/Winter Objectives:

To survey the readers about Midwest Connect and MIDLINE.

To work with Allan on developing the best strategy for archiving the previous issues of MIDLINE that were published using MovableType

Elizabeth Smigielski, MIDLINE, Chief Editor

Elizabeth Smigielski assumed the role of MIDLINE editor in February 2010. The spring 2010 issue of MIDLINE was the last to be published via MovableType. The summer 2010 issue will be published via WordPress which is a simpler system to maintain, thus saving Allan Barclay considerable trouble. The appearance will be slightly different, and, in fact, will harken back to the style of the old print version. Clare Leibfarth and Allan Barclay did the new design.

Fall/Winter Objectives:

To work on the ConnectMidwest and MIDLINE survey with Clare

Brian Finnegan, Assistant Web Master

Updated 2010 Executive Board roster page

Updated homepage announcing Spring Midline

Allan Barclay, Web Master

Recommended website hosting be changed from "webmaster" to "developer" account so we can install our own software.

Installed our own software - WordPress blog software, to replace our hosted Movable Type software

Exported and moved MIDLINE and ConnectMidwest blogs into WordPress

Redesign work for both blogs.

Fall/Winter Objectives:

To work with Clare on developing the best strategy for archiving the previous issues of MIDLINE that were published using MovableType.

MLA Chapter Council Representative's Report
Bette Sydelko, Representative & Pam Rees Alternate Representative

MLA Chapter Council Representatives' Report

TO: Elaine Skopelja, President, Midwest Chapter/Medical Library Association
FROM: Bette Sydelko, MLA Chapter Council Representative and Pam Rees, MLA Chapter Council
Alternative Representative
SUBJECT: Fall Report for Midwest Chapter Executive Board Meeting, September 24, 2010, Madison
Wisconsin
DATE: August 31, 2010

ACTIVITIES since the Spring Report for the Executive Board in March 2010

- Bette and Pam attended the Midwest Chapter Board meeting in Indianapolis, IN in March 2010. Karen attended remotely via DimDim. All attended the MLA Chapter Council Meeting in Washington, D.C.
- Karen was selected as one of four MLA Rising Stars (a new leadership MLA initiative) and will continue to work with MLA Chapter Council on a communication project.
- Pam was elected Vice-Chair of Chapter Council.
- Bette received advice and training from Pam and Karen
- Bette was assigned to the MLA Chapter Council continuing education committee and volunteered to work on a 2013 MLA meeting joint program with MLA Section Council.
- Bette and Pam wrote articles for Midline.
- Pam served as the MLA News Chapter Column editor for 2009-2010. She continues to serve on the Communications Committee of Chapter Council.
- Pam served as a recorder for the 2010 MLA Chapter Sharing Roundtable "Digital Preservation."
- Karen served as Co-Chair of the Chapter Sharing Roundtables Committee.
- Karen submitted articles to MLA News and Midline regarding Chapter Council Presents Sharing Roundtables activities.
- Bette represented the Midwest Chapter at the MLA Membership Committee meeting, attending on behalf of Rebecca Caton.
- Bette attended the MLA Credentialing Committee meeting at MLA.
- Pam attended the Awards Committee meeting at MLA.
- Pam and Karen sent messages to Midwest Chapter e-mail discussion list regarding MLA activities.
- Pam, Karen and Bette joined in Chapter Council e-mail discussions.
- Bette and Pam each mentored a first-time attendee to the MLA Conference in Washington, D.C. through the Colleague Connection program.

OBJECTIVES

- Pam will continue to work on Chapter Council Communication Committee assignments
- Pam will assume the duties of the Vice-Chair of Chapter Council
- Bette will serve on the CC continuing education committee and work as Co-Chair of a joint

Chapter Council and Section Council Task Force to plan a program for the 2013 MLA meeting in Boston.

- Bette and Pam will respond to Chapter Council assignments and monitor Chapter Council e-mail discussion list.
- Bette and Pam will keep the Midwest Chapter informed about MLA activities.
- Bette and Pam will attend Midwest Chapter Board meetings and MLA Chapter Council meetings.
- Bette and Pam will submit the name of the new potential MLA Nominating Committee nominee to Chapter Council.
- Bette and Pam will update PBwiki as appropriate for Chapter Council responsibilities.

This report is informational and no action is required.

Bette Sydelko, MLA Chapter Council Representative

Pam Rees, MLA Chapter Council Alternative Representative

Nominations and Elections Committee Report

Deborah Lauseng, Chair

The Nominations and Elections Committee successfully completed the election of 2011 officers according to the Chapter Bylaws (as revised October 20, 2008). Electronic ballots were distributed to 361 Chapter members. One hundred and thirty one ballots were submitted for a participation rate of 34%.

The following candidates were elected for the following 2011 open Board positions:

President-Elect: Janna Lawrence

Membership Secretary: Katherine Chew

Representative at Large: Stephanie Schulte

Potential Candidate for Membership on the MLA Nominations Committee: Mary Markland

Candidates on the ballot but not elected were:

President-Elect: Karen Hanus

Membership Secretary: Mary Pat Harnegie

Representative at Large: Frank Davis

Potential Candidate for Membership on the MLA Nominations Committee: Diane Hummel

The Committee wishes to express appreciation to each of the nominees and their willingness to run for Chapter office.

The electronic ballots were distributed using Qualtrics on July 26th. Candidates provided brief biographical information that was available online to assist in members in their voting decisions. Ballots completed by midnight, August 6th were counted and verified on August 9th by Deborah Lauseng and Scott Haney. All candidates were personally notified of the election results by August 19th, and received official notification letters (post personal contact).

Feedback from members recommended that the candidate biographical information should include the candidate's AHIP status and a brief statement addressing their qualifications and interest in the position they are running for.

The Nominations and Elections Committee consisted of Deborah Lauseng, Kellie Kaneshiro, and Nancy O'Brien.

Action Required: Determine content on the Candidate Biographical Information form.

Deborah Lauseng, Chair
2010 Nominations & Elections Committee

Professional Practice Committee Report Janna Lawrence, Chair

Credentialing/AHIP

Natalie Reed, Midwest Chapter liaison to MLA Credentialing Committee, attended the Credentialing Committee meeting at the MLA Annual Meeting in May 2010. She is also organizing a poster display on the AHIP process for the 2010 Midwest Chapter meeting.

Continuing Education

Carolyn Martin served as liaison to those planning CE for the October 2010 meeting.

Nancy Allee served as the Chapter's liaison to the MLA CE Committee, responding to information requests as needed.

Benchmarking

Nadia Lalla is the interim Benchmarking Liaison. This position should be filled by a hospital librarian who must be an MLA member, but there is no one on the committee who fits that description. Janna Lawrence has contacted the MLA Benchmarking Taskforce for more information, but has not received a reply. In the meantime, the MLA Benchmarking website still lists Beth (Carlin) Robb as the Midwest Chapter's Benchmarking Liaison. The MLA Benchmarking Taskforce appears to be dormant at this time, but each chapter is required to have a liaison.

This report is informational and requires no action by the Board

Respectfully submitted,

Janna Lawrence, Chair

Nancy Allee, MLA CE Liaison, 2009-2010

Nadia Lalla, Benchmarking Liaison, 2010-2011

Carolyn Martin, CE Liaison to 2010 Conference, 2009-2010

Natalie Reed, AHIP Liaison, 2010-2011

State Liaisons Committee Report
Ximena Chrisagis, Chair/Representative at Large

Committee Members (State Liaisons): Beth Robb (Illinois), Joan Zivich (Indiana) Janna Lawrence (Iowa), Mary Congleton (Kentucky), Judith Barnes (*Interim*, Michigan), Donna Barbour-Talley (Minnesota), Karen Anderson (North Dakota), Ximena Chrisagis (Ohio), Michael Venner (Wisconsin)

Activities: March 2010 through August 2010

- E-mailed publicity announcements about the 2010 Chapter Meeting in Madison (most)
- Personally encouraged attendance at the 2010 Annual Meeting (two)
- Member of Midwest Chapter/MLA 2010 Publicity Committee (Venner)
- Submitted state association meeting announcements and reports to *MIDLINE* (several)
- Formatted/edited state news and submitted to *MIDLINE* editor (Chair)
- Attended state association meetings (several)
- Reported on the activities of the Midwest Chapter/MLA at state association meetings (several)
- Corresponded with President Skopelja about the timeframe for the initial letter to the state association presidents (Chair)
- Represented state associations and the Midwest Chapter/MLA at state or local meetings, career fairs, etc. (most)

e.g., Illinois Association of College and Research Libraries IACRL or Illinois ACRL Chapter meeting, March 25-26, 2010, Springfield, IL (Arlis Dittmer from Blessing Health Professions Library exhibited the Midwest Chapter/MLA poster at a conference in March. About 100 people attended the conference, and she got some questions about the posters, but the vendor exhibits were not well attended).

[Note: The Illinois liaison has planned four Midwest Chapter/MLA related-exhibits at Illinois library school career fairs and association meetings between October 2010 and March 2011]

If applicable:

- Whenever there is a new librarian in our state, welcome them (by email) to the state, offer them assistance if they should need any, and describe the state organization, the Midwest Chapter and MLA and discuss the many benefits of joining these groups*
- Remind librarians of scholarships and awards given by the various organizations*
- Whenever a new vendor calls, explain to them the benefits of exhibiting at the annual meetings of these groups*
- Forward emails from MEDLIB-L which may not be read by some librarians in the state*

*One liaison mentioned these activities, but perhaps they might be something to consider or encourage as possible activities for all liaisons.

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