

ARIHSL Business Meeting Minutes
November 17, 2010
Women and Infants Hospital 9:00 a.m.

Minutes approved 3/16/2011

Present: Rachel Carpenter, Rhode Island College; Arline Dyer, Memorial Hospital; Nancy Ross, Women and Infants Hospital; Patricia Padula, Landmark Medical Center; Marybeth Edwards, Roger Williams Medical Center; Robin Devin, University of Rhode Island; Regina Swanson, Rhode Island Hospital; William Anger, The Miriam Hospital; Jo-Anne Aspri, Kent Hospital; Susan Warthman, Rhode Island Hospital; Mary Ann Slocomb, Rhode Island Hospital; Frank Kellerman, Brown University; Rebecca Armitage; Ruthann Gildea, Butler Hospital; student interns Samantha and Jessica Notardonato.

President Rachel Carpenter called the meeting to order at 9:10.

Minutes of September business meeting approved.

Announcements:

Rachel thanked Nancy Ross for hosting the meeting.

Elaine Martin and Javier Crespo from the NN/LM Regional Medical Library (RML) will speak at today's meeting on the recent RML initiative for public health information.

Mary Ann Slocomb announced that there is a full-time Library Technician position open at Rhode Island Hospital.

Jo-Anne Aspri asked if anyone is interested in LSTA funding for ARIHSL. Jo-Anne will study the guidelines for applying. She has thought about an e-book shelf/joint collection. The deadline, if there is money, would be October 2011. Other states are doing these projects. Rachel said it might be worth having an Ad Hoc committee to consider it for March.

President's report (Rachel Carpenter):

2010-11 Goals

- I. Establish guidelines and regulations regarding subscribing/subscribers to the ARIHSL Listserv
- II. Establish procedure for awarding annual ARIHSL grants for MLA conference
- III. Determine the feasibility of Digitizing ARISHL Archives – who, how, how much, when, what
- IV. Complete an association wide reading of the Policy and Procedure Manual to identify needed changes, corrections, edits, omissions, etc.
- V. ARIHSL Website - develop guidelines and procedures regarding the ARIHSL website and its content

Treasurer's Report (Marybeth Edwards)

Balance as of November 10 is \$1,414.57. **Report was approved.**

COMMITTEE REPORTS

Education: (Pat Gorman's e-report)

NAHSL CE committee met at the NAHSL'10 Conference:

Reviewed the 6 CE classes held at the conference. 79 people registered. Evaluations were very positive.

Discussed possible classes to be held over the coming year throughout the region:

- Repeat of the Systematic Reviews class held at NAHSL'10
- A class with a national speaker to be held in Boston
- Follow-up to the MLA webcast on the electronic medical record.
- Series of Distance Learning sessions (Possibly on organizational/research tools

ARIHSL Programs- Suggestions:

OVID Lunch and Learn session

MLA webcast (DVD showing) "Cut the Cord-Connecting with our Mobile Users." Checking to see if MLA credits will be available.

RML workshops (e.g. Google class at NAHSL Conference -4 hours with CE credits):

- Systematic Reviews
- "Communicating with Physicians: For Librarians" (program offered by the NY/NJ chapter)
- Webinar programs (from MLA, RML, etc) which can be viewed collectively in central location
- Shane Sher – Google information, free tools
- Follow up to Jeannine Batten's class on Evidence-Based Practice

Questions:

a. Possible time frame for year: 1 program at March business meeting, 2 free workshops (December and May), 1 paid CE class in summer?

b. So many CE credits per year?

c. Budget for instructors?

Rachel noted that we would want to check with the Rita Gavelis, the new technology person at the RML, for a class here possibly in the summer.

Membership: (Regina Swanson) Membership notices have been sent out on the ARIHSL listserv. The information is on the website and needs to be updated.

LiBRI: (Mary Ann Slocomb) The RI Library Board met on Monday, September 20, and October 18, 2010.

September 20 meeting:

Lauren Gage, newest OLIS staff was introduced. She joined OLIS on August 16 and will work in the area of direct services to libraries, including the annual report, data and statistics, continuing education, and web development.

The delegation from the Board that attended the ALA Library Advocacy Day in Washington, D.C. was well received by Senators Jack Reed and Sheldon Whitehouse, and Representative Jim Langevin.

NTIA Grants: Howard addressed the Board regarding three NTIA Grants received by:

- OSL - Ocean State Libraries – in a month or so there will be routers in every public library location that is capable of taking advantage of the new bandwidth
- OSHEAN – Statewide Telecommunication Network, which provides high speed bandwidth, received a grant for 32 million to complete providing high speed bandwidth to the corners of the state that don't have any.
- RIEDC - Rhode Island Economic Development Corporation – an announcement is expected before the end of the month that there will be \$300,000 for Digital Literacy Projects in libraries in RIEDC's second broadband mapping grant, which will total over \$3 million.

There will be a quarterly RI Library Directors meeting on October 7 at Woonsocket Library.

OLIS will be hosting the National Library Services Conference in Newport in May, 2012.

Regional librarians from 50 states and US Territories will attend.

Budget: There is an additional \$140,000 in LSTA money that is thanks to Senator Jack Reed.

Belt tightening and increased LSTA funding made LiBRI able to hire a new Library Program Specialist, and provide LORI grants. LiBRI FTE cap remains at 13. Resources Sharing and State Library Aid are level funded Construction funded at requested \$2,492,974.

OLIS is announcing it is accepting applications for LORI grants. This is the first time in 5 years that it will offer competitive grants, totally about \$150,000 to distribute.

Public Relations Committee reported that they have completed updating and editing the Rhode Island Library Glossary of Acronyms and Terms.

Mary Ann mentioned the NAHSL conference in Newport for October 24 – 26.

October 18 meeting at the East Providence Public Library:

Tom Viall is the new chairperson of LiBRI, appointed by the governor. Mark McKenney served 10 years as the previous chair and remains on the Board.

Jumpstart Project has people reading the same book at the same time all around the world. This year the book was Ezra Jack Keats' "The Snowy Day". For more information, or to view pictures, go to the OLIS website.

National Book Festival; OLIS staff members, Cheryl Space and Alicia Waters traveled to Washington, D.C. to staff a Rhode Island booth at the National Book Festival on the mall of the Library of Congress September 25 and 26. They stamped attendees' maps with RI anchors and gave away, among other things, Rhode Island Tourism materials. Over 100,000 people attended the event.

The RI Library Directors' meeting was held on Oct. 7 in Woonsocket.

OSL Celebration: Ocean State Libraries will hold an event at the Cranston Public Library on October 25th to celebrate the 3 grants presented at the Library Directors meeting.

Mary Ann summarized the "Health Information Outreach to Seniors" grant that has been partially funded from OLIS.

Mary Ann toured the East Providence PL following the meeting.

The next meeting is November 15.

Mark McKenney sent a letter to governor-elect Lincoln Chafee for his support of Rhode Island libraries. Mark wants to set up a meeting with Chafee.

Greene Library is the last hold-out as an independent Rhode Island library and will become branch of the Coventry Public Library as well as OLIS.

The OLIS survey done regarding plastic bag use resulted in new use of covered bins. There are currently 3,000 bins in the system.

Karla Harry Commission (Mary Ann Slocomb): The Karla Harry Commission on Libraries met on Thursday, October 14, 2010 at the State House.

The sub-committee on digitization and preservation discussed the results of the survey of LORI member libraries regarding the digitization of special collections. The number of libraries responding was less than hoped for. However, 5 hospital libraries responded of the 36 identified by type. The committee will look at the results and recommend where to go from here.

An email letter was sent out by Dale Thompson, Director of the Providence Public, to the Karla Harry Commission members on 10/29. In the letter, Dale stated that the Providence Public Library submitted a LORI grant to OLIS for the purposes of employing a librarian or archivist with digital projects experience to write a planning/grant document to establish a single portal for Rhode Island images and text (a la Maine Memory Project and Arizona Memory Project). They have been consulting with Tom Evans (librarian at the State House Library) who has been very helpful in contacts and support letters. And they are pleased to report that they have the approval of Senator Bates and Representative Hearn (co-chair and chair of the commission). They have also contacted all the members of the Digitization Subcommittee as well, and Tom has written a support letter on their behalf. This had not been brought before the entire Commission due to the deadline for the LORI grants.

The next Commission meeting will be in early January, 2011.

NAHSL (Mary Ann Slocomb):

The NAHSL Executive Board met on September 10, 2010 in Shrewsbury, MA.

Conference Task Force – Separating the conference chair from the Board chair will be brought to the membership.

Technology grant – grant will be administered by Electronic Communications chair and committee. Purpose is to explore new technology in their institution.

Chair – Dina will set up a book collection called Operation Medical Libraries at the conference.

Chair-Elect – Sue Warthman will pursue applying for the Green Project of the Year Award from MLA.

Bylaws – Bylaws changed will be voted on at the annual meeting.

Electronic Communication – NAHSL will have a LibGuide account before the annual meeting.

Membership – 194 members, 19 new, 5 students.

Professional Development – 15 NAHSL members received a total of \$3,710 award money to attend NAHSL 2010 in Newport.

NNLM/NER – Molecular biology course is coming in November.

The NAHSL Executive Board met on October 25 meeting, Newport, RI:

Chair's report – low attendance at the open forum was discussed.

Conf. 2010 = 142 attendees; last year = 117.

NN/LM – Javier distribute the proposed plan for contract which begins in May, 2011.

Communities of Interest will replace the current RAC (Regional advisory Committee). There are 5 new focus areas: Health Care Workforce, Healthy Community, Health Literacy, Health IT, and eScience.

Conf. 2011 – Plenary speaker will be Jim Cimino, M.D. – Woods Hole BioMedical Informatics.
Membership – 202 members, 22 new, 7 students.
Nominating – Cindy Stewart (Dartmouth) = Conf. 2012
Marianne Burke (U. Vermont) = MLA Nominating committee

The next NAHSL Board meeting is December 3, 2010 in Shrewsbury, MA.

NAHSL Annual Business meeting was held Tuesday, October 26, in Newport, RI.
New NAHSL website was unveiled.
New logo is in the works.
Slate of officers was accepted.
All revisions to the Bylaws were passed.
Anne Connor from Gale Medical Library in Littleton, NH, was the NAHSL Achievement Award recipient.
Invitation to NAHSL NY/NJ from October 30 to November 1, 2011 at Mohegan Sun Resort in Uncasville, CT was presented. Attendees received magic wands.
Thank you to Sue and the RI team for a great conference!
Membership = 203

Jo-Anne Aspri asked if there is a way for the NAHSL membership to go through MLA in order for it all to be paid with one invoice. Mary Ann said yes, this is possible.

NAHSL'10 (Sue Warthman):

Final reports are coming in. Evaluations and surveys are still in progress. There have been lots of positive reviews on the conference. There are no financial figures yet. Sue hopes to have a closure party at the Park Cinema in Cranston for the planning committee.
Rachel has thank you notes with the NAHSL 2010 logo if anyone needs them.

Meeting schedule:

Business meetings:	November 17	Women & Infants Hospital 9:00 a.m.
	March 16	Rhode Island College Time TBD
	June	TBD
Executive Board meeting:	January	TBD
	March 9	Women & Infants Hospital 1:00 p.m.

OLD BUSINESS:

Debit card: It was decided not to pursue acquiring a debit card. There will be a cash option for the secretary to receive a cash advance as needed.

Listserv: There are numerous individuals on the list who are not ARIHSL members. Email addresses there may not be functional. It needs to be cleaned up and be available for our current members including retirees and RML folks. Reggie and Rachel will take a look at the list and send emails to who is on it. Discussion at executive board meeting was that you would need to be a member if you want to receive those emails. A

corporate, non-voting membership was mentioned as a possibility which might require a bylaws change. The list is now a closed list meaning only members are allowed access. She and Reggie will check with other state associations to see what they do. Rachel advised that we keep it as a closed list and let anyone not on it to become a member if they want to receive those emails. Rachel will send out an email at some point stating our listserv is for members only and others would have to become members in order to access it. Our deadline for continuing or not continuing the list is December 31. Question was asked about contacting Penny Glassman, ARIHSL website and listserv liaison at UMass Medical Center, for the procedure. Reggie will email Penny and ask her how it works as we now get RML messages on the list. If we have confidential information to exchange, we would need to have a separate distribution list.

ARIHSL grants:

Barbara Davis and Arline Dyer are working on this. They hope to have something by January.

NEW BUSINESS:

Question was raised about the status of Westerly Hospital sending Docline/Lonesome Doc requests to some ARIHSL libraries. Westerly is in LORI and the librarian has an MLS. Rachel will email the librarian about her membership.

There was discussion about **recruiting former members**, e.g., Salve Regina College and Roger Williams University, for membership. Mary Ann suggested that we continue sending them new membership information.

Digitization – Rachel spoke with Mark Caprio at Providence College. Mark is willing to look at doing it for ARIHSL. It could possibly be a GSLIS student project. He recommended accessing the minutes as PDFs for either a year or 5 year period to search all at once. The files on the website are Word documents so would have to be searched individually. Rachel will talk to him again. Pat Padula spoke with Bob Aspri regarding HELIN involvement as we are HELIN members. Bob said he thought it was a possibility for ARIHSL to use the HELIN repository as it is currently underutilized. He said he would confer with Martha Rice Sanders who is their digital technology person and get back to us.

The issue of privacy was discussed, i.e., password access, and needs to be addressed.

Mary Ann noted a third option being a digitization and preservation project through LORI.

Marybeth Edwards asked if NAHSL was a possibility. Mary Ann noted that although they have a repository, not everything is on it.

January meeting -- Rachel noted that maybe just the Executive Board could meet. The Board was asked to think of a January deadline for meeting again.

Policy and Procedure Manual – Rachel has looked over the manual with regard to problems related to website updates. This has become evident since the phasing out a couple of years ago of the Electronic Communications and Resource Sharing Committees. Rachel wants everyone association-side to read a section and give comments, recommendations, and need for changes by early January as

it all relates to the website. This would allow enough time to have proposals ready in time for the March or June meetings.

Website updates – we need to familiarize ourselves with the process and have exactly what we want for any changes. Rachel and Pat Padula will work on the process.

Presentation by Elaine Martin, Director-RML:

Elaine Martin, Javier Crespo, from the Regional Medical Library at UMass Medical Center, and Karen Dahlen, RML consultant, spoke about the current pilot project at the RML for public health information retrieval and dissemination for use by the regional state Departments of Health. They are recruiting involvement of health libraries in the region with the intent to ultimately make it a national public health initiative.

Other business:

The HELIN Conference will be held January 13 at Bryant.

Jo-Anne Aspri has the trifold poster display.

Robin Devin asked about starting meetings at 9:30 a.m. instead of 9:00 to make it easier for those commuting from a distance. Rachel agreed and said the next meeting would be held at 9:30.

Mary Ann expressed thanks and kudos for the great job done by Sue Warthman, NAHSL 2010 Conference Chair, and Reggie Swanson, Co-Chair, in leading us through this year's conference.

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Patricia M. Padula
Secretary