

Newfoundland and Labrador Health Libraries Association
Minutes – 2013 Annual General Meeting
Friday, May 10, 2013
3:00 – 4:30 pm
McCann Room, Education Building, Memorial University

Present: Alison Farrell, Debbie O'Reilly, Lindsay Glynn, Patti Bryant, Karen Darby, Karen Hutchens, Stephanie Harlick, Nancy Young, Kristen Romme, Kelly Hatch, Linda Barnett, Pamela Morgan

1. Agenda - adopted as amended
2. Minutes - adopted as amended
3.
 - i. Thanks to sponsors – Ebsco sponsored our coffee break, Ovid sponsored lunch, Stat!Ref and Elsevier provided swag
 - ii. Webpage – is now up and running thank you to Lindsay, Patti, Debbie, Karen H, Barb Reid
 - iii. Social activities – We had a number of dinners through the year, well-attended and enjoyed by all attendees
We will explore holding larger joint events with NLLA and continue our own smaller events
 - iv. Blog discussion and sign up sheet – Should we continue it?
FaceBook – not everyone has FaceBook.
Brown Bag sessions – good idea, incorporate distance when possible
Meet 'n' Greet, Brown Bottle session, Pub Chat
Involve outside St. John's area
Post to blog, not email – set up web page to email all posts to all members
For outside St. John's, video hookup, brown bag or happy hour, Adobe Connect?
4. President's Report – adopted as presented
Business arising – must notify Elsevier of Professional Grant details – awarded to karen Hutchens.
5. Treasurer's Report – Adopted as amended
6.
 - i. Archives – NLHLA fond at Founders' Archives, include Executive minutes, etc that aren't web-worthy. AF will do a Terms of Reference. We will double-check with CNS and CNS Archives to see if they have any holdings
 - ii. Logo – Dig out old newsletters. We will put samples on the web page and we'll vote on them
 - iii. Professional Development Grant – Congratulations to Karen Hutchens, and thank you to Elsevier
 - iv. Continuing Education opportunities – would we like to pursue? AF is going to CHLA meetings, she will bring back information.
 - a. We would like webinars.
 - b. If you see sessions at other conferences, let the executive know. We will try and get it.
 - c. If you do webinars or sessions, post about it. Include links to free persistent webinars.

- v. AF moves that the following be added to the duties of the Vice-President
 - “3. Be the main administrator for the website.” PB secondedFollowing discussion and a friendly amendment by SH, the following amendment passed
 - “3. Be the administrator for the website.”

- vi. Communications –

- a. Letter from Clyde Jackman
- b. No reply from Dr. Caron regarding Letter of Conduct
We encourage you to go to the NLLA site and complete the letter there
- c. We should send copies of the letter we sent to Clyde Jackman to the opposition leaders.

- 7. Roundtable

Linda Barnett, HSL, MUN – Linda Barnett will retire in November, step down as acting head in September. The advertisement for Head of Public Services will happen soon. The Associate University Librarian (HSL) advertisement is delayed while seeking funding and permission for using an external search company.

Kristen Romme (Colonel Harland Sanders Pediatric Family Resource Centre - Janeway) – The number of visitors and information requests have increased over the past year, but marketing continues to be a priority. A web page for the resource centre is in the works and will hopefully be posted on the Eastern Health website over the summer. Our catalogue is currently available at <http://bit.ly/janewaypfrc>.

- 8. Elections – Kristen Romme was acclaimed as Vice-President/President-Elect
- 9. No other business
- 10. Adjourned at 4:30 pm

May 1, 2012-April 30, 2013									
DATE	Membership Credits	Interest Credits	Grant Credits (CHLA)	Grant Credits (PD Grant)	Bank Charge Debits	CHLA Dues Debits (NLHLA Pres.)	AGM/ Workshop Debits	Chapter Gift Debits	Grant Debits
30-Apr-12		\$0.46							
4-May-12							-\$249.73		
4-May-12									-\$500.00
4-May-12									-\$500.00
28-May-12	\$340.00								
28-May-12									-\$100.00
28-May-12									-\$100.00
28-May-12									-\$324.80
28-May-12			-\$275.80						
29-Jun-12								-\$41.79	
24-Apr-13				-\$500.00					
31-Oct-12		\$0.40							
15-Apr-13	\$20.00								
24-Apr-13	\$40.00								
24-Apr-13							-\$36.16	-\$36.16	
30-Apr-13		\$0.39							
TOTAL	\$400.00	\$1.25	-\$275.80	-\$500.00	\$0.00	\$0.00	-\$285.89	-\$77.95	-\$1,524.80

Newfoundland and Labrador Health Libraries Association

Treasurer's Report

May 1, 2012 - April 30, 2013

Description	Income/Expenses
Opening Balance	\$3,333.41
Income	
Memberships	\$400.00
Interest	\$1.25
Total Income	\$401.25
Expenses	
Bank Charges	\$0.00
CHLA Workshop Grant	-\$275.80
CHLA Chapter Gift	-\$77.95
CHLA Mbrship (NLHLA President)	\$0.00
AGM/Workshop	-\$285.89
PD Grants	-\$500.00
Workshop Grant Expenses	-\$1,524.80
Total Expenses	-\$2,664.44
Balance	\$1,070.22
Submitted: P. Bryant	10-May-13