

MINUTES

**Newfoundland and Labrador Health Libraries Association
2014 Annual General Meeting
Friday, May 9, 2014 3:00 p.m.
McCann Room, Education Building, Memorial University**

Present: Patti Bryant, Karen Darby, Alison Farrell, Dion Fowlow, Lindsay Glynn, Stephanie Harlick, Karen Hutchens, Pamela Morgan, Debbie O'Reilly, Jordan Pike, Amanda Power, Barbara Reid, Kristen Romme, Michelle Swab

Minutes taken by Patti Bryant.

1. Agenda – adopted as amended (add CHLA Chapter President's Gift to New Business)
2. Minutes – adopted as presented
 - i. Logo – Logo option 1B was selected as official logo, 1A for when we need an avatar version
 - ii. Archives – Alison Farrell adapted Terms of Reference from the CHLA Guidelines. Point of information: If a document is archived that should be restricted, it can be restricted at the time of deposit.

We will hold a vote by email in six weeks. The draft version and accumulated comments will be sent to the membership for consideration four weeks from today.
 - iii. Continuing Education Opportunities – CHLA is developing a database of what opportunities are out there and what's available. Our video was passed along to be shared, but we do not know what has happened with it since then.
3. President's Report – Over this past year, we thanked Elsevier for providing the funds for the Professional Development which Karen Hutchens won. We corresponded with Clyde Jackman regarding the Public Library cuts. We took down our discussion blog, but as I was getting ready for my presentation this year, I noticed a lot of information that would be good to share. So if anybody wants to share information, please do. Even if it is just posting interesting articles and adding a bit of context to possibly start a conversation. We held a presentation by Stat!Ref. Vendors are always happy to present. We planned a number of events, and had a successful dinner at Quintana's. We signed the contract to hold CHLA 2018. Alison finished the draft Archives Terms of Reference. Kristen finalized a number of logo choices and tidied up the web site. Our members also participated in NLLA's survey submission for the Royal Commission on the Future of Libraries and Archives in Canada.

The President's Report was accepted as read.

4. Treasurer's Report adopted as presented (at end of minutes)
5. New Business – CHLA Chapter Gift – Alison Farrell will purchase the gift and be reimbursed (if still necessary, there has been discussion of discontinuing the process). Alison will be the President's Proxy at the CHLA Chapter President's lunch.
6. Roundtable
 - Karen Hutchens – At the Centre for Nursing Studies, there is a new part-time library assistant, the rumours of amalgamation continue, there have been many IT upgrades and changes, and a new website www.centrefornursingstudies.ca. And they will soon be going to accreditation. They now all have MUN email addresses and are on MUN servers.
 - Pam Morgan – Health Sciences Library: New AUL (Associate University Librarian) starting July 1st (Janet Bangma from U Saskatchewan). Staffing – currently down three librarian positions, full staff now, but will be short one after a week. Two job ads have been posted. Lindsay Glynn is the new Head of Public Services. Kelly Hatch has gone to Western U. Michelle Swab is a new public services librarian. The PC Consultant position has been filled. The HSL has had a co-op student for the winter term. Medicine has passed accreditation and Pharmacy and Nursing are gearing up for it.
 - Jordan Pike – Eastern Health is re-doing their intranet. This year they did get UpToDate working remotely.
 - Barbara Reid – Her position is more library-focussed, there are many webinars, but much less Microsoft training.
 - Kristen Romme – The Janeway Pediatric Family Resource Centre has a new manager this year (i.e. the librarian's manager). Kristen's contract has been renewed. Vicki Kaminski is retiring.
 - QEII Library – We welcome Amanda Power from the QEII.
7. Elections – Secretary/Treasurer – Karen Hutchens – Acclaimed
Vice President/President-Elect – Michelle Swab – Acclaimed
President – Kristen Romme – Advanced
8. Any Other Business – Alison and Lindsay will keep us apprised of things to do for CHLA 2018.
9. Adjourned at 3:37 pm

May 1, 2013-April 30, 2014									
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
24-May-13									
14-Jun-13	\$219.76								
21-Aug-13									
13-Oct-13		\$0.27							
30-Jan-14	\$40.00								
30-Apr-14		\$0.31							
TOTAL	\$259.76	\$0.58	\$0.00	-\$500.00	\$0.00	\$0.00	-\$22.04	\$0.00	\$0.00

Newfoundland and Labrador Health Libraries Association

Treasurer's Report

May 1, 2013 - April 30, 2014

Description	Income/Expenses
Opening Balance	\$1,570.22
Income	
Memberships	\$259.76
Interest	\$0.58
Total Income	\$260.34
Expenses	
Bank Charges	\$0.00
CHLA Workshop Grant	\$0.00
CHLA Chapter Gift	\$0.00
CHLA Mbrship (NLHLA Pre	\$0.00
AGM/Workshop	-\$22.04
PD Grants	-\$500.00
Workshop Grant Expenses	\$0.00
Total Expenses	-\$522.04
Balance	\$1,308.52
Submitted: P. Bryant	09-May-14

(One of the membership fees was paid with an American twenty dollar bill)

(Projected amount was reported last fiscal year)