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## MINUTES

**Newfoundland and Labrador Health Libraries Association  
2018 Annual General Meeting  
Thursday, April 12, 4:30 p.m.  
Health Sciences Library, Health Sciences Centre  
Memorial University**

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Present: Dion Fowlow, Shannon McAlorum, Kristen Romme, Debbie O'Reilly, Michelle Swab (Chair), Alison Farrell (recording secretary), Jordan Pike, Patti Bryant

Regrets: Karen Hutchens, Lindsay Alcock,

1. Approval of Agenda - approved as presented. Adopted by SM, seconded by DO. Vote was unanimous. Carried.
2. [Minutes of May 5, 2017](#) - adopted as presented. Motion made by SM, seconded by KR. Vote was unanimous. Carried.
3. Business Arising - none.
4. President's Report - Accepted as presented. No Discussion.
  - a. Main activity has been conference planning.
  - b. NLHLA will be receiving \$1600 from CHLA for recognition for planning the conference. This is in addition to \$1000 for a wrap up party for all Conference Planning Committee members and volunteers.
  - c. Changes on horizon for financial reporting but nothing is confirmed yet.
5. Treasurer's Report - Accepted as presented. No Discussion. Moved by DF, seconded by DO. Vote was unanimous. Carried. Report is at the bottom of the minutes.
6. New Business
  - a. CHLA Chapter Gift - MS to pick out Chapter Gift for CHLA/ABSC conference for about \$50. Motion made by SM, seconded by PB. Vote was unanimous. Carried.
  - b. Motion to Accept one-time bursary in the amount of \$1000 to attend CHLA - Motion made by KR, seconded by DF. There was discussion of different ways the

bursary could be used. Vote was unanimous. Carried.

- c. Motion to Amend Constitution - Discussion of the proposed changes to the constitution. Motion to amend the constitution as presented - Motion made by DF, seconded by SM. Vote was unanimous. Carried.
- d. Membership Fees 2018-2019 - Current Executive has set the membership fee of \$0 for the 2018-2019 year. AF will send out a call for membership before the end of April 2018.

7. Roundtable

- a. CNS - DO - a good year. Some IT issues. Conflict with Eastern Health (EH) over who fixes what. Responsibility partly lies with MUN, partly with EH. Finding that fall semester is really busy but this winter semester has not been as busy as previous years. Status quo. DO will be retiring at the end of the year. No discussions yet about whether or not she will be replaced. There is definitely a need to hire someone to replace DO.
- b. Eastern Health - JP - not much to report. Librarians at EH report to the Director of Research. He retired so they currently have no director. Have been interviewing for this position. Has been very busy.
- c. Memorial - Off site storage material is being repatriated to HSL. All the 2000+ boxes of journals have moved back. All catalogue records have had to be edited. There was one redundancy that was coupled with a lay off. All staff contracts have been extended to March 31, 2019. There are two vacancies due to leaves. These are not replaced. Pam Morgan is on sabbatical and Michelle Swab is acting in her place as Head of IRM. Information Resources Management has been renamed to Information Resources Management and Archives. Our primary serials vendor remains Ebsco. Primary monograph vendor changed to Proquest (OASIS). We did Strategic Planning in the MUN library system.

8. Elections - There are two vacancies - 2 year term for secretary/treasurer, and Vice President. New positions will start as of May 1, 2018.

- a. Secretary/Treasurer - by acclamation, Jordan Pike
- b. Vice - President - by acclamation, Lindsay Alcock

9. AOB - none

10. Adjournment - motion for adjournment by PB, seconded by KR. The meeting adjourned at 5:10pm.





