

**AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION
HEALTH LIBRARIES SECTION - VICTORIAN GROUP**

MINUTES - EXECUTIVE COMMITTEE MEETING, 17th JANUARY 1995

1. PRESENT: Judy Stoelwinder, Sandra Hodgson, Stephen Due, Jan Riches, Peter Nunn
APOLOGIES: Andrew Rooke, Karen Tempest, Cathy McNab,
Helen Ried has withdrawn from the Committee.

2. CONFIRMATION OF MINUTES OF MEETING, 11th NOVEMBER 1994

Proposed: Peter Nunn, Seconded: Sandra Hodgson

3. BUSINESS ARISING FROM MINUTES

Recommended list of books ..., prepared by Veronica Delafosse. Veronica has not yet replied to our December letter. We will write again if not reply is received by the next meeting. Specifications for Anne Harrison award projects, especially publication requirements may need to be restated more explicitly.

4. PROGRAMME FOR 1995

Vic. Branch will hold a meeting in early February to gather programme ideas from Sections. We should avoid duplicating other meetings and courses. Suggestions include:

A joint meeting with the Medical Informatics Group (March/April?)

Speaker on Case-mix

Repeat of Joint ACLIS/HLS Document Delivery Workshop (November?), with more emphasis on the needs of Special and Health Libraries

"Show and Tell" by members, with display boards for library publications and short presentations on projects

End of year meeting for country hospital librarians. Stephen will make an inventory of country librarians.

5. HEALTH INFORM

Deadline for the March issue is Friday 17th February.

It will include: "Staying alive" no. 4, on entrepreneurial skills; report of the AGM and presentation to Enid (Peter); report on any other conferences (Peter); News from the Net. The AGM minutes will be sent with it.

Jan will coordinate advertising with the editors. Stephen will contribute a "Country library" column. Future issues could include E-mail address lists, an airmail subscriptions list, profiles of libraries.

6. TREASURER'S REPORT

Jan will enquire about the procedure for changing signatures.

ALIA requires a report each 6 months. Accounts may need to be restructured to follow ALIA guidelines.

ALIA HLS (Vic.) 17/1/95

7. VICTORIAN BRANCH COUNCIL REPORT

Ideas are required for function planning meetings, Library Week, coordination of programmes, what members want from Victorian Branch.

Branch secretariat can give support with arranging seminars.

8. CORRESPONDENCE

<u>OUT</u> To:	Veronica Delafosse S. Hilyard (ALIA)	Publication of <i>Recommended list of books ...</i> Officer bearers, 1995
<u>IN</u> From:	C. Cherrett (ALIA) HLS-SA HLS-SA Jan Reiher V. Walsh (ALIA) C. Cherrett (ALIA) ALIA Vic. Branch N.A.H.C.C.	General Council agenda Exec. Comm. Agenda and Minutes AGM Agenda and Minutes (1993) Resignation from Committee Christmas card General Council Summary Minutes (25-26/11/94) Minutes and Report on activities (9 Nov. 1994) Sample issues of "Talking Casemix" first issue

9 COMMITTEE MEETING DATES FOR 1995

Meetings will be held on the third Thursday of the month, at Royal Children's Hospital.

10. OTHER BUSINESS

A replacement on the Committee is needed for Helen Ried.

A survey of members to find out place of work, length of experience and ideas for meetings could be useful. A draft will be ready for the next meeting. It could be distributed with Health Inform

The meeting closed at 7.35 p.m.