

ALIA HEALTH LIBRARIES SECTION. VICTORIAN GROUP  
EXECUTIVE COMMITTEE MINUTES

Minutes of the meeting of the Executive Committee held on Tuesday 23rd January, 1990 at the Alfred Hospital at 6pm.

1. Present : R. Lawrence, S. Holmes, V. Craven, J. Stoelwinder.  
Apologies : J. Treller.
2. CONFIRMATION OF MINUTES  
The minutes of the meeting held 21st November 1989 were accepted as a true record of the meeting.
3. BUSINESS ARISING FROM MINUTES
  - 3.1 NOMINATIONS FOR 1990 COMMITTEE  
The positions of Treasurer, Professional Development Officer and Correspondence Secretary are still vacant. The Committee agreed to accept Anne McLean's offer to be Newsletter Editor, although she would not be able to attend Committee meetings. Vanessa Craven is to be Treasurer. The positions of Professional Development Officer and Correspondence Secretary are to be advertised in the Newsletter.
  - 3.2 ACHS STANDARDS FOR LIBRARIES  
The proposed changes were discussed and concern expressed over the wording used, and lack of clarity of some statements. It was generally felt there was not an improvement on the previous edition. R. Lawrence is to contact the NSW Section for their comments, and M. Davis, to decide if further action is warranted. If input to the draft is still possible, then A. McLean, E. Meldrum and J. Dixon would be requested to continue work on the proposed changes, and to put forward the main objections, possible solutions and overall comments within the next week.
  - 3.3 MLA PROMOTIONAL MATERIAL  
The posters have not yet been received.
  - 3.4 INDEX MEDICUS ON MICROFICHE  
S. Holmes is to contact members who were concerned over delays in receiving their issues, and to determine what action could be taken.
  - 3.5 DDC NURSING SCHEDULE  
Nothing further to report, as this is still under review.
  - 3.6 LITERACY CONFERENCE  
The Victorian Branch, in conjunction with the National Public Libraries and Literacy Sections, is organising a conference to be held 2/4/90-3/4/90, for the International Year of Literacy. The Section has been represented on the Planning Committee by J. Treller. Although the role the HLS could play is uncertain, a member would be asked to attend the Planning meetings and to report back to the Committee. S. Holmes is to ask Andrew Rooke (PHH) if he would represent the HLS there.

## 3.7 LIBRARY STATISTICS

S. Holmes reported that work is progressing on the gathering and collating of library statistics.

## 3.8 MANAGER OF THE YEAR AWARD

An item is to be placed in the Newsletter re this award and members will be requested to consider nominations.

## 4. VICBRANCH REPORT

No report.

## 5. TREASURERS REPORT

No report.

## 6. CORRESPONDENCE

DATE	TO	FROM	SUBJECT
12.12.89	Secretary	ALIA (Vic)	Minutes of meeting held 8.11.89
28.12.89	Secretary	M.A.Ross	Minutes of AGM held 16.11.89 in Auckland
22.1.90	Secretary	L.Mulheron	H L S (NSW) Newsletter, 2(2) Dec 1989
22.1.90	Secretary	ACAHP	Notice of meeting 25.2.90

## 7. NEW BUSINESS

## 7.1 Committee Meetings for 1990:

Committee will meet on the 3rd Tuesday of each month.

## 7.2 General Meetings for 1990:

General meetings will be held in March, June and October. Proposed topics are :

March - A demonstration and talk on AV by AV Librarian at LaTrobe University Library, Abbotsford Campus.

June - Industrial Relations - possibility of award for technicians, skills audit re award restructuring, talk by Tom McKeon, ALIA Industrial Officer.

October - Acquisitions/ Medical Publishing.

A one-day workshop to be held in May on Supervision.

## 7.3 Country Librarians Seminar for 1990:

A one-day seminar on i) Report Writing, and ii) Performance Indicators to be held in August, at a country location.

( Resolution 14 from the First National Library Promotion Forum "...the various sections of ALIA be encouraged in the development of performance indicators for their specific sectors; and that the sections be encouraged to publish such performance measures, and the results of their application.")

- 7.4 AGM for 1990:  
Proposed date for AGM and Christmas Party is Friday, 7th December. Location to be decided - possibility of Bay cruise to be explored, or a cocktail party at the World Trade Centre.
- 7.5 Newsletter schedule for 1990:  
At least four issues to be published, possibly more frequently if sufficient material is received. Dates of publication and closing dates for entries to be announced in next Newsletter. The dates of publication to be 3-4 weeks prior to meetings if possible so that each meeting is well publicised.
- 7.6 Sub-committees for 1990:  
Industrial relations - this was suggested by K.Hutton, but no further input has been received.  
Quality assurance - possibility of reconvening this subcommittee to be discussed further.  
Standards - as noted in item 3.2.  
Careers advice and promotion - on hold until further advice re Careers Advice nights received from Vicbranch.
8. NEXT MEETING  
Tuesday 20th February, 1990 at the Staff Education Centre, Alfred Hospital at 6pm. The meeting closed at 9pm.