

**ALIA HEALTH LIBRARIES SECTION, VICTORIA**  
**EXECUTIVE COMMITTEE MINUTES**  
**18 FEBRUARY 1998**

**1. PRESENT**

David Lloyd, Helen Cotsell, Stephen Due, Kerry Johannes, Shanti Nadaraja, Majella Pugh, Andrew Rooke, Mellita Vertigan

**2. APOLOGIES**

Adam Clark

**3. CONFIRMATION OF MINUTES OF MEETING HELD 28TH JANUARY 1998**

Proposed - Stephen; Seconded - Majella

**4. BUSINESS ARISING FROM THE MINUTES**

Nil

**5. COMMITTEE FOR 1998**

Joanna Boast is Country Representative.

**6. PROGRAMME FOR 1998**

6.1 *City library bus tour*: Melitta and Shanti thanked for their work. Flier mailed and 35 responses obtained for the 21 seats - including 3 committee members, students and Uni staff. 14 names will be held for a second tour, possibly to different libraries, suggested date: Wed April 22nd. Evaluation forms will be handed out. VCS to be included next time.

*Action: Name tags; mystery prize (wine); next tour - Shanti and Mellita*

6.2 *Country meeting*: Friday 22nd March, 10 am to 4 pm, West Gippsland Hospital, Warrigal. Room fits 30-40. Themes: "The times, they are a-changing" - Impact of health networks on library services - & survival skills, and EQUIP - half day each. Jan Ritches and Joanna Boast suggested to lead EQUIP discussion. Privatisation of hospital libraries not to be incorporated.

*Action: Helen to speak to Judy (VRCH); Andrew to speak re SHCN; Shanti - flier.*

6.3 *Managing electronic resources*: Wednesday, May 27th, afternoon only. Suggested speakers - Deidrie Lowe (SLV), Gary Hardy (VicNet), Sandra Oxley (Informit), Deidrie McNally (Blackwells), Monash Electronic Directory - a rep.

*Action: David to follow up.*

6.4 *Evidence Based Healthcare*: August, at ANZCA. Topics to be covered: what it is, the librarian's role, resources needed, the training of users, a demonstration of the Cochrane Collaboration. Suggested speakers, Dr Peter Greenberg (RMH), and two Anaesthetists (from NSW and SA), to provide the medical viewpoint.

*Action: Shanti to coordinate speakers and room booking.*

Discussion of rest of program deferred until later date.

## 7. CODE OF ETHICS

Stephen spoke to Anne McLean, who declined his invitation to join the group. Message to be put in Health Inform, calling for a co-ordinator. Warning not to reinvent the wheel - see other codes.  
*Action: Existing volunteers to review Stephen's draft, and comment by next meeting.*

## 8. STATISTICAL SURVEY

To be kept annual, not biannual, as data is used within and outside Victoria. No need to change content. Participating libraries to be divided between committee members and followed throughout process. Should Melanie send 1997 sheets back, or provided list? Should respondees be named, for benchmarking/competitive tendering purposes? Confidentiality an expressed concern in all states.

*Action: David to call Melanie.*

## 9. ANNE HARRISON AWARD

Copies of application form obtained: deadline, 31st May 1998. \$3,500 available.

9.1 *Internet guide to resources*: web site to be constructed by Helen, and hosted by ALIANet - currently librarians are duplicating each other's efforts.

*Action: Helen to contact ALIA.*

9.2 *Library brochure*: "Health libraries at your service". Not be submitted - Section will fund. Stephen's draft, revised at National level, is not satisfactory. Shanti's card shown, and to be adapted for general use. Would printing be cheaper outside the Metropolitan area?

*Action: Shanti and Kerry - mock up by next meeting.*

## 10. ALIA AWARDS FOR 1998 (FOR INNOVATION)

Cut off date: March 13th. Meg Paul to call David back regarding nominations. Shanti's card and bookmarks should be put forward.

*Action: If required, David to follow up Meg.*

## 11. HEALTH INFORM

Andrew thanked contributors for articles. Format largely unchanged, logos and headings improved. Feature article will anchor each issue: March will be EQUIP; practical issues eg privatisation, to be targeted; President not to be on front page. Cartoon, book reviews - users' perspectives, to be included. Stephen to be Reviews Editor. HI has been abstracted by ALISA for last 3 years. Adam has pursued sponsors. SHCN to cover production costs for one year.

*Action: Stephen to contact publishers and reviewers. Helen - cartoonist.*

## 12. TREASURER'S REPORT

There was no formal report this session. Credit card payments will not be accepted. David and Kerry to be account signatories. Bus and balance of Christmas party to be paid.

*Action: Kerry and David.*

## 13. CORRESPONDENCE

### 13.1 In From

- 13.1.1 HLS National Executive  
Minutes for meeting held 15th January 1998
- 13.1.2 Enid Meldrum  
Letter regarding VIC-ONE Strategy
- 13.1.3 Brigitte Glockner  
Anne Harrison Award Guidelines/Application

13.1.4 Cheryl Hamill  
Bibliography of Evidence-Based Healthcare

**13.2 Out To**

13.2.1 Anne Batt  
Enquiry re application for Anne Harrison Award

13.2.2 Brigitte Glockner  
Request for application/guidelines for Anne Harrison Award

13.2.3 Cheryl Hamill  
Request for bibliography on Evidence-Based Healthcare

13.2.4 Trevor Wakely  
Form for receiving the minutes of the VicBranch meetings

**14 OTHER BUSINESS**

- 14.1 Library Week: May. Library brochure to be ready for use.
- 14.2 Checklist for fliers: Shanti to bring one prepared for OPAL, to next meeting.
- 14.3 Evaluation form: Kerry to give to Stephen.
- 14.4 Next meeting: Wednesday, March 18th 1998, ANZCA, 5.30 pm.