

L.A.A. MEDICAL LIBRARIES SECTION - VICTORIAN GROUPEXECUTIVE COMMITTEE

Minutes of the meeting held on 8th September 1982 at 6.00pm in the Cancer Institute Library.

1. Present.

Susan Liepa, Joan Martin, Aina Zalitis.

2. Apologies.

Anne McLean, Judith Quilter.

3. Minutes of the previous meeting.

Moved (Joan Martin / Susan Liepa) that the minutes as amended be accepted.

4. Business arising from the minutes.

4.1 Trading post as well as "air and share" to be continued as separate items.

4.2 Christmas party application for liquor licence to be signed and handled by Joan Martin as the paperwork is already in Joan's name.

Refund of \$158 deposit paid for Christmas party due to Joan Martin.

5. Correspondence.

Correspondence IN 19th July - 8th September 1982

<u>DATE</u>	<u>TO</u>	<u>FROM</u>	<u>SUBJECTS</u>
15.7.82	Joan Martin	Medical Library Association	Dialog.
9.8.82	Inara Bush	Heather Brice	Copy of invitation to speak at MLS meeting 17.5.82
10.8.82	Secretary	James Bennett	Order.

11.8.82	President	L.A.A. Vic. Branch.	Minutes 11.8.82.
13.8.82	President	Pat Nakouz.	AV Meeting (Ballarat) Invitations to interested parties.
23.8.82	Secretary	Marjorie Pinder.	Job application (Nicholas Bignal).
24.8.82	President	Pat Nakouz.	Item for Trading Post.
24.8.82	Susan Liepa	Mary McGill.	UNSW photocopy charges.
26.8.82	President	Pat Nakouz.	Journal and Booklist for hospital libraries.

Correspondence OUT 19th July - 8th September 1982.

9.8.82	Joan Martin (Past President)	Joy Clayfield Lincoln	Thank you.
9.8.82	"	Sally McManamy Lincoln	"
9.8.82	"	Dr. Larry Osborne Austin Hospital	"
6.9.82	Secretary	L.A.A. Executive Officer	New executive.
6.9.82	"	Sec. MLS National Group	"
6.9.82	"	Sec. Vic. Branch Council	"
6.9.82	"	Sandra Henderson NLA	"
8.9.82	President	AACOBS Secretariat	ILL Photocopying charges See 12.3

6. Business arising from correspondence.

6.1 Correspondence will be tabled for Executive Committee meetings. Correspondence of importance to general membership will be listed as agenda for the Business meetings, and Executive Committee meetings minutes made available at Business meetings.

6.2 It was agreed that the Treasurer would be responsible for selling publications of the MLS.

Copies of the List of Journals for the smaller medical or allied Health Library: an annotated guide to selection "published by the Medical Librarians Group - Victoria, May 1979" will be forwarded to Judith Quilter.

Judith to fulfill the Order from James Bennett.

7. Fill in for Sandra Russell.

Sandra Russell resigned from the Executive leaving her place vacant until the A.G.M. at which the new executive was elected.

Rather than increasing the size of the Executive Susan suggested "ad hoc" committees responsible to the Executive be established as required.

Working parties from general membership to be established at the time of establishing programme.

The Executive reserves the right to nominate key positions on working groups and appoint Executive member as convenor.

8. Programme for September meeting.

Combined meeting of Medical Libraries Section and Special Libraries Section.

Date: Tuesday, 21 September.
Venue: Royal Childrens Hospital Medical Library.
Time: 5-30 - 6.30 Refreshments in the library.
6.30 - Guest Speaker: Don Kinsey.
Public Relations Officer.

Topic: The Hospital and its Services.
RSVP Stacey McKeown : Librarian.

Refreshments to be provided by Royal Childrens Hospital.

Cost to be shared between Royal Childrens Hospital and Special Libraries Section.

Specials to print handout sheet.

Both groups to handle own distribution.

Name tags and roll to be organized by Specials.

The meeting was arranged in consultation with the Special Libraries Section Executive Committee and accepted at both meetings.

Susan to write to Don Kinsey cc. Stacey McKeown confirming invitation as guest speaker and Stacey confirming arrangements as outlined.

9. Programme for October Meeting.

Programme Committee: Norma Worswick.
Else Paeglis.
Liz McArthur.
2 members from Ballarat.

A-V Workshop - Ballarat. -

A tentative programme was presented by Norma Worswick. The Executive proposed several changes.

Susan will contact Norma with our suggestions for the final programme.

Susan to establish what financial support they require so fees for the Workshop can be set.

Susan will ring Ivars Avens (Treasurer L.A.A. Branch) re our entitlements for grants for speakers at meetings etc. and procedure involved.

10. Tentative programme for 1983.

Deferred to next meeting.

11. Old records.

Culling of these began before the meeting.

12. Other business.

12.1 Anne McLean suggested a "thank you" note be sent to South Australian Group for the L.A.A. Conference 1982 organization.
Aina to send letter.

12.2 Joan to publicize Christmas party at the combined meeting 21.9.82.
Joan to convene a working party to organize the "Christmas cruise" as required.

12.3 The Proposed AACOBS --- Photocopying charges to be placed as an item on the agenda for the general meeting with view to suggesting networking, "knock for knock" agreements etc. (Mary McGill).

13. Date of next meeting.

Not determined.

The meeting closed at 8pm.


