

**ALIA HEALTH LIBRARIES SECTION, VICTORIA
EXECUTIVE COMMITTEE, MINUTES, 15TH JULY 1998
Held at ANZCA**

1. PRESENT

David Lloyd, Adam Clark, Helen Cotsall, Stephen Due, Kerry Johannes, Shanti Nadaraja, Majella Pugh, Mellita Vertigan

2. APOLOGIES

Joanna Boast, Andrew Rooke

3. CONFIRMATION OF MINUTES OF MEETING HELD JUNE 17TH 1998

Proposed - David; Seconded - Shanti

4. BUSINESS ARISING FROM THE MINUTES

Nil

5. PROGRAMME FOR 1998

- 5.1 *Joint Seminar on Knowledge Management*: Majella confirmed that only three Health librarians were known to attend, although the WEHI lecture theatre was quite full. Host Jo Marshall opened proceedings, and encouraged ALIA members to think about the formation and naming of the new organisation. Professor Martin and Anna Daniel presented provoking material, the latter from the perspective of a corporate librarian.
- 5.2 *Evidence Based Health Care - 6th August*: Shanti had mailed out the flier. Food was to be organised, and a present for the speaker - a book, up to \$50, was agreed upon.
Action: Majella to find out Dr Greenberg's literary tastes.
- 5.3 *Practical skills for intranet and web publishing (possible training session)*: Still no response from Henric Beiers. RMIT Publishing, and Gary Harding (VicNet) suggested as alternatives.
Action: David to arrange, for after September.
- 5.4 *Vicgratis/Country Librarians meeting, October 30th*: To be held at Epworth Hospital, and catered by the Hospital. Suggested program: Short Vicgratis presentation/report; ACLIS/ALIA merger; use of web search engines; PubMed vs Grateful Med; health home pages - eg VWH, VGH, VEE, VAUH, VFMP, VMOU:AB, Suzanne O'Callahan's AIDS consumer service; report on ALIA in Adelaide; a keynote speaker from Adelaide; Cochrane Anne Harrison award Victorian participant; summary of evaluation forms; ideas for next year's program.
Action: David to check on appropriate keynote speakers.
- 5.5 *AGM/Xmas party, early December*: ANZCA not available, nor William Angliss. Mellita suggested dinner/entertainment format in a decorated function room. Set price for entree and main meal. Date to be publicised in Health Inform and InCite - venue TBA. Suggested date: Friday December 4th. Snippets about odd/interesting reference queries to be solicited via Health Inform and forwarded to Mellita, to be used during the evening.
Action: Shanti and Mellita to organise venue. Adam to note function in H. I. David to check if date clashes with Specials', and advise InCite.

6. AUSTRALIAN HEALTH LIBRARIES AT YOUR SERVICE BROCHURE

Ready for printing - graphic artist awaiting written authorisation from Committee. Motion to proceed proposed by Stephen, seconded by Mellita. Cost: \$30 an hour, around 4 hours work. Extra if photos used. Copy to go on VWH web page when completed, and a copy inserted in Health Inform with order form. 2,000 copies to be printed. Draft could be ready for circulation at the next meeting. Quotes for printing to be investigated.

7. CODE OF ETHICS GROUP

Stephen reported that Dorothea Rowse (VU) was the only person to comment on the draft. It would be amended, and comments solicited from Enid Meldrum and Larry Osbourne. It was remarked that the draft (and Health Inform) on ALIA Web were too hard to find.

Action: Subcommittee to liaise.

8. STATISTICAL SURVEY

It was agreed that Stephen's revamp was much clearer, and would be adopted. It will appear in the next Health Inform.

9. ANNE HARRISON AWARD

Helen advised that she had withdrawn as a contender, but was prepared to pursue the Web site plan. The winner was the S. A. Health Libraries Section, and the letter outlining the Cochrane Collaboration training was circulated. It is to be conducted early in October, before the conference. The Committee agreed that the selected trainee could present at the Vicgratis/Country librarians meeting and act as a resource person for Victoria. A mail out, and a message for ALIA Health would be prepared once conditions were checked.

Action: Kerry to contact Fay. David to clarify conditions.

10. HEALTH INFORM

The last issue was a bumper one, and the lead article was commended. Adam and Andrew were thanked by David. Deadline for the next issue is August 21st. Majella to write up the Knowledge Management session; a name for Management of Electronic Resources to be sought. Stephen to write the lead article. Adam advised that VMHC:C would not be producing H. I. next year, though they would assist. The typesetter would probably stay on. It cost \$250 - \$400 an issue to produce. Two people on the same site are required. An electronic copy is sent to ALIA for mounting on the server - in future it could perhaps be mounted on VicNet, with a link from ALIANET.

Action: Majella; David to find a name for MER session.

11. TREASURER'S REPORT

The balance as at 25th of May was \$3,982.64, plus the term deposit. The balance as at 25th June was \$3,986.72, plus the term deposit. The latter matures on 27th September. It was decided that an extra \$2,000 would be rolled over to the term deposit in September. Members were reminded that money would be required for the Christmas function.

Action: Kerry.

12. SUBMISSION TO ALIA/ACLIS

Stephen to outline the Section's wants for the future body. David suggested that one person libraries should be compensated if their librarian were to sit on the National Committee. David had emailed other sections.

Action: Stephen.

13. CORRESPONDENCE

13.1 In from

13.1.2 ALIA division mailout May 1998
Elections, 1999 Office Bearers
Division Awards, request for information
Division Office Bearers' Guide, memo
Division Minutes, memo
Divison Newsletters, memo
ALIA Manager of the Year Award, application form
Library Technician of the Year, application form
Study Grant Award, application form
Board of Education Pre Conference Meeting
Stationery, labels, member list, and certificates order form
InCite information

13.1.2 Robyn Hull (Secretary HLS-WA), 21/5/98
Reply to Majella regarding mailing of HLS-VIC minutes.

13.1.3 HLS-SA, 23/6/98
Winning of the Anne Harrison Award, and outline of Cochrane Collaboration
training for selected state representatives.

13.2 Out from

Nil

14 OTHER BUSINESS

Nil

15 NEXT MEETING

Wednesday, August 19th 1998, ANZCA, 5.30 pm.