

**AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION  
HEALTH LIBRARIES SECTION  
MINUTES, EXECUTIVE COMMITTEE, 16TH APRIL 1997**

**1. PRESENT**

Stephen Due, David Lloyd, Mellita Vertigan, Kerry Johannes, Melanie Kammermann

**APOLOGIES**

Anne McLean, Karen Tempest, Helen Cotsell

**2. CONFIRMATION OF THE MINUTES OF THE MEETING HELD 19TH MARCH 1997**

Proposed - Stephen; Seconded - David

**3. BUSINESS ARISING FROM THE MINUTES**

Nil

**4. PROGRAMME FOR 1997****4.1 Review of Country Meeting**

"A fantastic day. Very well organised". Approximately 9 people attended. Lots of interest was shown in the InMagic session. The EQuIP session was a little abstract because no one had actually been through the process. Lunch was long and there was good opportunity to network. There was a discussion regarding potential topics for future activities. These included:

- a tour of city libraries
- theft reduction
- professional development options
- InMagic session

**4.2 EQuIP Lunchtime Session**

The speakers and venue have been organised. The seminar will be held at VIFP.

*Action: Melanie to do flier and Helen to send out. Kerry will most likely organise tea and coffee.*

**4.3 Electronic Resources in the Library Seminar**

Stephen is still chasing possible speakers.

**4.4 Remainder of the Programme for 1997**

These items will be discussed later in the year.

**5. STATISTICAL SURVEY**

There were a number of additional responses collected as a result of the ring around. Melanie has begun keying in the data. There was an intense discussion regarding the survey: why do we collect the statistics we do, what kinds of statistics do libraries need to collect, what is the value of the survey given that we haven't been analysing trends, could we set the survey up differently to make it easier to analyse trends across time, etc.? The other criticism is that different libraries are collecting different data to answer the same questions. David suggested a clinical data expert at Bendigo Health Group who could set up the survey so that trends could be more easily analysed. However, it was felt that this would be pre-emptive unless the survey itself was closely analysed and redeveloped to be more reflective of the current state of libraries in the health care sector. The suggestion was that a lunchtime roundtable session be held to gather the views of some senior health sciences librarians as to what would be appropriate data to collect.

**6. PROCEDURES MANUAL**

No additional progress at this stage.

**LIBRARY CLOSURES AND STRATEGIES FOR LIBRARY PROMOTION**

There was some discussion regarding changes in the library at the Department of Human Services.

**HEALTH INFORM**

No report.

**TREASURER'S REPORT**

As she was unable to be present the Treasurer provided a written report. The balance is \$8704.97. The Committee decided that half of the funds should be placed in a high interest account and that a comprehensive budget programme (business plan) needs to be developed.

**VIC BRANCH REPORT**

Section allocations were handed out.

The Vic Branch AGM is to be held on 8th May. At this stage it is unknown if there will be a recipient for the FLIS/ALIA Health Librarian Award.

There is a new edition of the Continuing Professional Development Officers' Kit. Karen needs to pass the old edition onto Kerry. There seems to be some problem with getting the updated version.

VALA have an archiving facility and are looking at amalgamating archives. The HLS Committee have some concerns regarding centralising archives.

Vic Branch are concerned about the lack of ALIA activity in Gippsland and are considering holding a country meeting.

Monash University have revamped the library courses available. There is a new Masters and Grad Diploma being offered.

**CORRESPONDENCE****11.1 IN From**

11.1.1 Dorothea Rowse (Brownless Medical Library) to Anne McLean  
CMLO funds

11.1.2 HLS SA  
Minutes of 5th February meeting

11.1.3 HLS ACT  
Minutes of 19th Feb meeting

**11.2 OUT From**

11.2.1 Anne McLean to Dorothea Rowse  
CMLO funds

**OTHER BUSINESS****12.1 Filing Cabinet**

VBEN is no longer able to donate a filing cabinet for archival storage. VIFP, however, can. Transportation needs to be organised.