

ALIA HEALTH LIBRARIES SECTION, VICTORIA
EXECUTIVE COMMITTEE MINUTES, 17th NOVEMBER 1998
Held at ANZCA

1. PRESENT

David Lloyd, Helen Cotsell, Kerry Johannes, Shanti Nadaraja, Majella Pugh, Mellita Vertigan, Diane Horrigan, Kate Roberts

2. APOLOGIES

Joanna Boast, Adam Clark, Stephen Due, Andrew Rooke

3. CONFIRMATION OF MINUTES OF MEETING HELD OCTOBER 14TH 1998

Proposed - Shanti; Seconded - David

4. BUSINESS ARISING FROM THE MINUTES

Nil. Item to be deleted from future agendas, as all business is arising.

5. PROGRAMME FOR 1998

5.1 *Practical skills for intranet and web publishing, October 23rd*: Shanti reported on an worthwhile, though short, day, aimed at beginners. The morning covered theory, and a substantial handout was provided. It was agreed that it should be offered again in 1999, perhaps closer to the end of the financial year when members may have funds to use up.

5.2 *Vicgratis/Country Librarians meeting, October 30th*: A very successful day, with 60 attendees. Food was good and plentiful, fingernail operated mouse was difficult. Hans' session provoked verbal sparring. All presentations were appropriate in duration and content.

5.3 *AGM/Xmas party, Thursday 3rd December*: Invitations have been mailed, and some cheques / apologies received, along with positive feedback regarding quality of the invitation. Min of 40, max of 60 required. Partners to be encouraged to attend.
Action: Shanti to re-email 3LO re Terry Lane, and remind the trade re promised gifts. David to place notice on ALIA Health list.

6. PROGRAM FOR 1999

Cochrane training: Mid February. Kate to investigate the University of Melbourne as a venue. PCs with CDs safer than networked CD server. Two divided days to be offered.

Bus tour: to be a floater - no fixed date.

Web instruction: repeat of day held on 23/10.

Health libraries statistics - Stephen's: To explain, and thus standardise, responses.

Number / style of sessions: In view of the work to be done as the National HLS Committee, Mellita suggested that rather than having a number of small sessions spread throughout the year as in 1998, fewer be held, but that these be more substantial / more like training courses (eg Web page design).

7. CODE OF ETHICS GROUP

Nil.

8. STATISTICAL SURVEY 1997/98

Kerry expressed concern that the distributed survey was different to the simpler one agreed upon by this Committee. Few completed ones had been received by Stephen.

9. AUSTRALIAN HEALTH LIBRARIES AT YOUR SERVICE BROCHURE

Mellita reported that these would be available by the AGM, with a copy and ordering sheet to be given to each attendee. Copyright issues regarding mounting on ALIA Web to be investigated. Mellita to write an article on the brochure for InCite. To be sold in lots of 100 brochures, charged at \$20, plus \$5 postage and handling. The brochures each cost 52c to produce, so the Committee would be subsidising heavily with the one-off grant obtained from CMLO for promotional purposes.

The Committee extended its thanks to Mellita for her hard work.

Action: Mellita.

10. HEALTH INFORM

Nil.

11. EXECUTIVE COMMITTEES

Shanti, Diane and Mellita available, but undecided upon roles. Andrew and Adam, retiring. Election forms to be included in next Health Inform. Proposed positions:

STATE:

Majella - Minutes Secretary

Kate - printing of Health Inform. David to ask Andrew if he will share editorship with him. MS Publisher to be upgraded. HI to incorporate the national newsletter (2 pages?) - sponsors to be obtained; current year's to be followed up.

Helen - Web matters

Kerry - Treasurer

David - President

Professional Development, Correspondence Secretary and Publicity, to be filled.

Action: David

NATIONAL:

President: Stephen

Treasurer, and Minutes Secretary to be decided.

Conference details to be mapped out by August 1999, for promotion at the Hobart conference. Contact with Specials and Law to be made regarding their ideas.

Action: David.

12. TREASURER'S REPORT

The balance as at 25th October was \$4,825.41, plus the term deposit of \$6,327.61. The latter matured on 27th September, and was reinvested until February 17th, at 3.9%.

Kerry reminded the Committee that a number of bills were due - brochure and AGM, and that Health Inform would be a huge cost in 1999. Could sponsorship for Health Inform be obtained from Fuji Xerox? There will not be enough money for the Committee to produce HI next year (production was not billed to HLS Vic in 1998). It was agreed that the term deposit would not be rolled over in February.

Action: David (Fuji Xerox).

13. CORRESPONDENCE

13.1 In from

13.1.1 Blue Lines (graphic artists)

13.2 Out to

Nil

14. OTHER BUSINESS

14.1 *Photos at AGM:* to be taken for use later in 1999. Shanti to investigate free disposable cameras at each table.

Action: Shanti

14.2 *New members:* David welcomed Kate and Diane.

15. NEXT MEETING

Wednesday, January 27th 1999, ANZCA, 5.30 pm.