

**AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION  
HEALTH LIBRARIES SECTION  
MINUTES, EXECUTIVE COMMITTEE, 21ST MAY 1997**

1. **PRESENT**  
Stephen Due, David Lloyd, Mellita Vertigan, Anne McLean, Karen Tempest, Kerry Johannes, Melanie Kammermann
- APOLOGIES**  
Helen Cotsell
2. **CONFIRMATION OF THE MINUTES OF THE MEETING HELD 16TH APRIL 1997**  
Proposed - Stephen; Seconded - Kerry
3. **BUSINESS ARISING FROM THE MINUTES**
  - 3.1 **FLIS/ALIA Award**  
No award was made as there were no applicants. This is very disappointing. Earlier advertising is required rather than just before Christmas.  
*Action: Anne to ask Meg Paut to write an article about the award for Health Inform*
  - 3.2 **Filing Cabinet for Archives**  
This has been delivered to VAH from VIFP. The purchase of suspension files needs to be organised.
4. **PROGRAMME FOR 1997**
  - 4.1 **EQUIP Lunchtime Session**  
This was a successful event. Between 15 and 20 people attended. Lisa Rogers from ACHS will make her overheads available to Melanie to distribute to those interested. Only one person commented on the evaluation forms that a lunchtime session wasn't suitable.  
*Action: Melanie to write up for Health Inform*
  - 4.2 **Electronic Resources in the Library Seminar**  
Nothing further has been organised. Stephen may try contacting academic staff at RMIT or Monash Uni to find a possible presenter.
  - 4.3 **Dealing with Change**  
No organisation has taken place at this stage.
  - 4.4 **Vicgratis/Country Librarians**  
David wants to organise a session on Intranets. A session on a Code of Ethics for Australian Health Libraries may still be part of the agenda for the day.
  - 4.5 **AGM/Christmas Party**  
VicBranch have set their AGM for 5th December. HLS will now aim for the 12th December.  
*Action: Karen to try and make a booking at the zoo.*
5. **STATISTICAL SURVEY**  
The Committee will invite a group of key people to attend a meeting on 14th July at North West Hospital at 5.30 pm to discuss the statistical survey.  
*Action: Melanie to send out invitation*

## 7. LIBRARY CLOSURES AND STRATEGIES FOR LIBRARY PROMOTION

Up until this point the 2 main ideas have been to advertise and/or develop a brochure. The Committee decided that they need the expertise of a marketing/advertising person to assist in identifying a viable vehicle for promoting libraries.

*Action: Stephen to ring both ALIA and the VicBranch President to see if they can suggest someone.*

Mellita reminded the Committee that VicBranch offers Sections monetary assistance for special projects.

## 8. HEALTH INFORM

DA have decided that they will not do the Health Inform mail out and advertise in Health Inform at the same time. There is some confusion as to whether they will do the mail out in exchange for advertising or whether it's one or the other but not both.

Informit (RMIT) will be advertising the Australian Health Disc as well as writing an article.

An article and letters regarding libraries which appeared in the BMJ are to be cited in Health Inform.

## 9. TREASURER'S REPORT

The balance at 21st May was \$8928.23. A draft of the business plan has been completed and was distributed.

*Action: Karen to investigate suitable high interest accounts to deposit \$6000 of HLS funds in.*

## 10. VIC BRANCH REPORT

Country members travelling to VicBranch meetings are to be reimbursed travel expenses based on the cost of an economy rail fare.

NSW and ACT Branches want to 'catch' up with VicBranch later in the year in Albury.

VicBranch are to set up a working party whose role will be to develop a business plan and review the current allocation of funds to the Sections.

Disappointment was expressed about there being no health librarian recipient for the ALIA/FLIS award. Library Week and the AGM were considered successful.

Tendering for a replacement for ABN will be under way until the end of 1997.

Vice President, Sue Noble, has resigned. VicBranch is now looking for a replacement. This person will take on the role of President next year.

ACLIS and ALIA will merge in 1999. There will be a meeting held in Adelaide in June to discuss the Gardenia Report.

ALIA's AGM will be held in July in Canberra.

VicBranch AGM will be held on 5th December 1997. ← Xmas Party

The timetable for HLS members attending VicBranch for the rest of 1997 is: 11/6 - Kerry, 9/7 - David, 13/8 - Karen, 10/9 - Anne, 8/10 - Helen, 12/11 - Melanie.

## 11. CORRESPONDENCE

### 11.1 IN From

#### 11.1.1 HLS National Executive Minutes of 17 April Meeting

Meeting closed at 7.15 pm.

Next meeting to be held on 18th June at 5.30 pm at North West Hospital Library.

17 June