

**AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION  
HEALTH LIBRARIES SECTION - VICTORIAN GROUP  
MINUTES - EXECUTIVE COMMITTEE, 16TH MARCH 1995**

1. **PRESENT:** Judy Stoelwinder, Stephen Due, Jan Riches, Karen Tempest, Andrew Rooke, Peter Nunn, Sandra Hodgson, Melanie Kammermann  
**APOLOGIES:** Cathy McNab
2. **CONFIRMATION OF MINUTES OF MEETING 16TH FEBRUARY 1995**  
Peter's name to be added to the list of those present at last meeting  
Proposed: Andrew Rooke; Seconded: Karen Tempest
3. **BUSINESS ARISING FROM MINUTES**
  - 3.1 **Survey of Members**  
110 surveys mailed out, 28 replies to date. If a reasonable response has not been received by the due date (28/4/95) a reminder will be sent out or an ad put in Health Inform. Committee will wait for further reports from Peter.
  - 3.2 **Recommended list of books...** prepared by Veronica Delafosse  
Sandra has been on leave so the letter to the Anne Harrison Award is yet to be written.  
**Action: Stephen and Sandra to write letter (see Minutes 16th Feb., pt 3.3)**
4. **PROGRAMME FOR 1995**

Dr Walsh - 30/3/95  
Peter has sent out flier and placed ad in Incite. Approximately 15 RSVPs received to date. Judy has confirmed the meeting in writing with Dr Walsh. Karen has quotes for the catering. Committee agrees that catering be kept to a minimum (finger food & beverages). Kitchen next to the meeting room is available.  
**Action: Karen to calculate cost per head and ring Dr Walsh regarding any equipment needs he may have.**

**Show & Tell**  
Date set for Tuesday 9th May (Australian Library Week). Judy has booked the foyer at RCH (no cost - TBC) and received the hospital caterer's quote of \$6.00 per head. Non-members will be charged a \$6.00 recovery fee. Members may be charged depending on funds available. Fliers calling for materials to display will be sent at a later date. Materials must be received 2 weeks prior to function date.  
Timetable: 5.30 pm - display / eat  
6.15 pm - speakers  
7.00 pm - end  
Speakers for the evening are to be approached.  
**Action: Judy to approach Dorothea Rowse (Brownless); Stephen to approach Fiona (Geelong Hospital) re survey of nurses doing post-graduate training & library use; Peter to approach Anne or Bev re Austin Hospital Library survey; Karen to approach Anne Sedgley re mentoring project.**

**World Wide Web**  
Adrian Vanzyi will be holding sessions on Tuesday 20 June and Tuesday 4 July, 6.30 pm - 9.30 pm both evenings, at a cost of \$90 per session. Only ALIA members may register. Each session will accommodate 6 people. HLS will cover the cost of sending fliers. Members to pay \$90 fee.  
**Action: Peter to work on a written agreement outlining the content of the sessions to be provided by Adrian.**

**Document Delivery**  
Now to be held on 11th August.

**Country Librarians**  
Will now be held in October and maybe tied in with the VICGRATIS meeting.  
**Action: Stephen to continue working on.**

**5. HEALTH INFORM**

1st issue for 1995 is at the printers. Should be sent out by the end of February.

Jo Marshall has approached Andrew about putting Health Inform on Vic Branch's Home Page which would make it the first ALIA publication on the WWW. The committee are concerned about privacy issues and the exclusiveness of Health Inform as an ALIA members only publication. Committee agreed to put only the first issue on and will reassess its position after discussions with Jo Marshall

**Action: Andrew is to respond to Jo indicating that the Committee like the idea but have concerns especially regarding exclusivity for ALIA members.**

**6. TREASURER**

Balance of the account at 15 March was approximately \$3500.

An invoice for \$1097.50 was sent to Lisa Belkin from Melbourne Town Hall (Xmas Party). To date income from the Xmas Party is approximately \$700.

Jan has been corresponding with Trevor Wakeley in an attempt to reconcile HLS's accounts. Problems appear to have arisen from a balance figure supplied by ALIA in early 1994. There has since been a discrepancy of several \$100s. Trevor feels that it is unlikely that we will be fully audited and has calculated a carry over figure starting 1 Jan 1995.

Jan will purchase stamps and supply them as we need them.

**Action: Jan to continue working on the business plan**

**7. VIC BRANCH**

Discussions at the Vic Branch meeting reiterated the need for Sections to have strong business plans. There is a threat that ALIA will not pass on the next 6 months of members' money to Sections who do not have a business plan in place. ALIA will be sending out a letter regarding this proposal.

Other items discussed concerned lobbying, promotion and Australian Library Week. ALIA is looking for a hi tech, hi profile personality to promote Library Week.

**8. CORRESPONDENCE**

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| 8.1 | Judy & Sandra to respond P Teece's request for feedback re enterprise bargaining.      |
| 8.2 | In from:            Leonie Timmerman            Allied Health Conference in Townsville |
|     | Flier                                Future of Profession, Walter & Eliza Hall Inst    |
|     | Jo Marshall                        Information access & infrastructure                 |

**9. OTHER BUSINESS**

None

Meeting closed at 7.05 pm.

Next meeting 20th April.