

**AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION  
HEALTH LIBRARIES SECTION  
MINUTES, EXECUTIVE COMMITTEE 19<sup>TH</sup> MARCH 1997**

**1. PRESENT**

Stephen Due, Anne McLean, Mellita Vertigan, Kerry Johannes, David Lloyd

**2. APOLOGIES**

Melanie Kammermann, Karen Tempest

**3. CONFIRMATION OF PREVIOUS MINUTES**

Proposed - Anne : seconded - Mellita

**4. BUSINESS ARISING**

Nil

**5. PROGRAMME FOR 1997**

**5.1 Dealing with change in the workplace (Austin Hospital, 26/2/97)**

Very successful day, participants thought it was very worthwhile, and could have gone longer than 3 hours. Many grievances were raised, the facilitator thought that librarians need to support each other more than they are at present, and develop strategies for survival within organisations

**5.2 Meeting at Bendigo 20<sup>th</sup> March**

Everything prepared, only 10 registrations

**5.3 EQUIP lunchtime seminar**

ACHS speaker has been tentatively booked for Wednesday 7<sup>th</sup> May

Judith Mahoney from Cabrini Hospital has agreed to be on the panel

Charges - free if possible, depends on cost of speakers, we will supply tea and coffee

*Action: Helen, Melanie, and Karen to organise final details and send out a flyer within 2 weeks*

**5.4 Seminar on managing electronic resources**

*Action: Stephen will approach potential speakers/leaders*

**5.5 Vicgratis/Country Librarians meeting**

Code of ethics seminar - begin with MLA code of ethics

*Action: Anne to approach Larry Osboytrne as a potential participant*

*Action: Stephen to approach RMIT School of Librarianship to see if they have an expert on ethics*

*Action: David to book WEHI for 24<sup>th</sup> October*

**6. Statistical survey**

Still not enough responses

*Action: all committee members to approach 5 libraries that have not responded*

**7. Procedures manual**

Committee members to read and expand on the bare bones supplied by Stephen

**8. Surplus CLMO funds**

\$4500 paid by CLMO to ALIA HLS (Victorian Branch)

**9. Health Inform**

Latest issue has a new printer, \$100 cheaper, different paper.

Discussion on appropriate price to charge for advertising inserts - decided to charge the same rate as ½ page advertisements i.e. \$250

**10. Vicbranch**

Meeting taking place today

**11. Treasurer's report**

Income \$160, expenditure \$656.05, final balance \$3354.76

**12. Correspondence**

12.1 Executive committee minutes received from South Australia and ACT HLS. If nothing received from the other states by the next meeting we will have to approach them again.

**13. Other Business**

13.1 HLS Archives - Bendigo had to withdraw the offer of the filing cabinet. Decided to purchase a second-hand filing cabinet

*Action: Kerry to check local second hand retailers and order a suitable item*

**14. Next meeting**

5.30 on 16<sup>th</sup> April at North West Hospital