

ALIA HEALTH LIBRARIES SECTION. VICTORIA GROUP
EXECUTIVE COMMITTEE MINUTES

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Minutes of the meeting of the Executive Committee held on Tuesday 9th April, 1991, in the Board Room, Walter & Eliza Hall Institute, at 5.30pm.

1. Present : R. Lawrence, A. McGalliard, A. McLean, R. McIvor, J. Rusciano, V. Craven, E. Meldrum, J. Hindson, J. Marshall
Apologies : J. Martin
2. CONFIRMATION OF MINUTES
Minutes of the meeting held on 12th March, 1991 were accepted as a true record of the meeting.
3. BUSINESS ARISING FROM THE MINUTES
 - 3.1 LIBRARY STATISTICS
V. Craven and J. Hindson have put together a list of Health Libraries and addresses which should receive statistics forms. Vanessa rang Denise Bird from the Special Libraries National Section, who said that the Specials are attempting to get a working party together, and would welcome a combined discussion with us at the conference in Canberra. It was decided to send the old statistics forms out with the next Newsletter, with an accompanying item encouraging people to fill them in. Statistics to be kept on the agenda until the Conference.
ACTION : V. Craven to keep in touch with Denise Bird.
 - 3.2 PROGRAMME FOR 1991
The General meeting at FIT was interesting and informative, although numbers were down.
Judy Stoelwinder has contacted Joan Martin offering to present a paper on VICGRATIS if there are any holes in the programme. Following a meeting with FLIS representatives, a new proposal has been submitted for the Quality Assurance workshop. Another meeting will finalise the advertising details. Prices are to remain as previously discussed.
ACTION : J. Rusciano to contact FLIS re: advertising
J. Marshall to send entry to Incite
A. McLean to contact AUSTRALIS speaker and sort out venue
 - 3.3 ALIA AWARDS PAPER
Responses to the paper were sent to E. Meldrum, who has noted these in the appropriate areas. The deadline for responses is the 21st April.
ACTION : E. Meldrum to co-ordinate with J. Martin before sending our responses to ALIA
 - 3.4 COUNTRY LIBRARIANS' REPRESENTATIVE
David Lloyd has declined the invitation to be Country representative, as he is still settling into his work. Stephen Dew from Geelong was suggested as an alternative. He would not necessarily have to attend all the meetings, but would receive copies of the minutes.
ACTION : E. Meldrum to contact Stephen
 - 3.5 FUNCTION FOR FAY BAKER
A small get together with friends will be held for Fay.

3.6 DUTIES & RESPONSIBILITIES OF EXECUTIVE COMMITTEE MEMBERS

J. Martin and E. Meldrum compiled a new list of duties which Enid read out for comment. Any other changes or ideas are to be given to Enid, who will distribute the new list.

3.7 POSSIBILITY OF MEMBERSHIP DRIVE

Deferred to next meeting, when Joan Martin will have a proposal drawn up on how to go about it.

3.8 ALIA'S WORKSHOP GUIDELINES

A Brief guideline for the organisation of small workshops has been received from ALIA. Copies have been given to J. Marshall and J. Rusciano.

4. VIC BRANCH MEETING

Details are appended to these minutes.

5. AUSTRALIAN COUNCIL OF ALLIED HEALTH PROFESSIONS REPORT

Enid Meldrum was unable to attend the last meeting. Meeting was cancelled.

6. TREASURER'S REPORT

The current balance is \$1026.99. Books are being audited.

7. CORRESPONDENCE

Correspondence was as listed in the Agenda, with the addition of letters from A. McLean to Dr Neil Shaw and Doreen Parker from FIT, thanking them for the meeting on the 21st March.

The meeting closed at 7.20pm.

The next meeting will be at 5.30pm on 14th May.