



# THE LIBRARY ASSOCIATION OF AUSTRALIA

## MEDICAL LIBRARIANS SECTION - VICTORIAN GROUP

### EXECUTIVE COMMITTEE

Minutes of the Executive Committee meeting held on Tuesday 8th November at 5.30 pm at the Cancer Institute.

1. Present.

Susan Liepa, Aina Zalitis, Brenda Lee, Kathy Gray, Joan Martin, Stacey McKeown, Pat Nakouz, Fay Baker.

2. Apologies.

Anne McLean.

3. Moved (Susan Liepa / Brenda Lee) that the minutes of the previous meeting 13.10.83 be accepted.

4. Business arising.

Aina to contact convenors of Working parties requesting a written report of activities in 1983 for presentation at the Annual General Meeting.

5. Correspondence.

CORRESPONDENCE IN October 13th - November 8th, 1983.

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Re.</u>
17.10.83	Sec. MLS S.A. Group	Secretary	Minutes - meeting 17.8.83.
24.10.83	Sec. MLS National	Secretary	Minutes AGM 19.9.83.
"	"	Secretary	Financial Statement 19.9.83.
"	"	LAA Exec.Dir.	Copy of resolutions from AGM.
"	LAA Exec.Dir.	Sec. All divs.	LAA Computer.
"	"	Sec. All divs.	LAA 1983 AGM.
"	LAA Pres.	Sec. All divs.	Resignation of Exec.Dir.
"	LAA Vic.Branch	Secretary	Minutes 12.10.83.

CORRESPONDENCE OUT October 13th - November 8th, 1983.

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Re.</u>
18.10.83	President	L. Edwards	AGM Catering.
25.10.83	President	P. Nakouz	Publications Working Group.

6. Business arising from the correspondence.

The \$1,000 from the National Executive to be allocated to the next National Executive specifically for the use of the next Medical Librarians Conference has not been received.

7. Report from Conference Pat Nakouz/Fay Baker.

Difficulties between the LAA and the Medical Librarians Groups W.A. & A.C.T. were discussed. It was agreed the venue and organization of the Conference was good although most thought the Conference was a little long.

8. National / State Executive.

The membership will be asked to vote at the A.G.M. on a joint or separate National / State Executive. A motion will be proposed that the State Executive also perform the functions of the National Executive.

9. Conference Planning Committee.

Nominations for the Conference Planning Committee will be called for at the A.G.M.

10. Report from Branch Council.

Branch Council meeting is on November 9th, 1983.

11. Treasurers Report.

Assets as at 8.11.83

Cheque account	\$223.79
Petty Cash	26.74
	\$250.53

12. Meetings for rest of 1983:

A.G.M. November 25th 1983.

Handouts to be prepared for distribution at A.G.M.

Reports from Working Groups.

Treasurers Report.

Presidents Report.

AGENDA.

1. Present.
2. Apologies.
3. Minutes of last A.G.M. 3rd August, 1982.
4. Business arising.
5. Presidents report.
6. Treasurers report.
7. Reports from Working Groups.
8. Election of Office bearers & Executive.
9. 1984 Programme.
10. National Executive.

A motion will be proposed that the Medical Librarians Section - Victorian Group Executive Committee also perform the functions of the National Executive of the Medical Librarians Section. Fay Baker will be asked to propose the motion and to speak on the complications of not supporting the motion.

11. Election of Conference Planning Committee.

12. Other business.

Christmas Party December 8th, 1983.

Stacey to arrange a room for a cocktail party at Gordon House / Hilton Hotel.  
Food to be provided by R.C.H. catering. Stacey to contact Tony Standish re  
donation / booking etc.

Joan to price Cocktail Party / Dinner at University House.

Stacey to price Cocktail Party / Dinner at R.C.H.

13. Newsletter.

The next newsletter should be published early January to notify members of the National Executive and the 1984 programme.

14. Other business.

Warren Jones - a producer of films on Surgery techniques had contacted Susan re obtaining a copy of our mailing list. The request was declined.

15. Date of next meeting.

An informal lunch meeting will be held on Monday 19th December 1983 at 1pm.

The meeting closed at 7.30 pm.

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c.c. ✓ Susan Liepa.  
✓ Joan Martin.  
✓ Anne McLean.  
✓ Stacey McKeown.  
✓ Brenda Lee.  
✓ Kathy Gray.