

VIC_Min 13061995.pdf

AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION
HEALTH LIBRARIES SECTION - VICTORIAN GROUP
MINUTES - EXECUTIVE COMMITTEE, 13TH JUNE 1995

1. **PRESENT:** Judy Stoelwinder, Jan Riches, Peter Nunn, Sandra Hodgson, Karen Tempest, Stephen Due, Melanie Kammermann
APOLOGIES: Andrew Rooke
2. **CONFIRMATION OF THE MINUTES OF MEETING 18TH MAY 1995**
Minutes confirmed as being correct
3. **BUSINESS ARISING FROM MINUTES**
 - 3.1 **Allied Health Casemix Group**
No response from H&CS as yet. The Committee will monitor the situation.
4. **PROGRAMME FOR 1995**
 - 4.1 **World Wide Web**
All 12 places have been filled. At least 6 others were interested in attending.
Action: Peter will approach Adrian about organising 1 more session.
 - 4.2 **Document Delivery**
Lisa Belkin has asked for suggestions for issues/speakers specific to health for inclusion in the programme. The Committee wondered why it was necessary to include health specific ILL issues but agreed that Fairfield's fax ILL package would be worth demonstrating due to its universal appeal.
 - 4.3 **Country Librarians**
Ruth Lawrence has indicated that a combined VICGRATIS/Country Librarians meeting is fine. The date will either be 20th or 27th October.
Action: Karen to check the availability of the H&CS meeting room for either of these dates.
 - 4.4 **DA function at Tennis Centre**
No change.
5. **HEALTH INFORM**
Next issue is typed up and will be passed to Judy to go to RCH's ERC. Earlier in the year Andrew raised the idea of paying his staff member who types up *Health Inform*. In Andrew's absence, Judy informed the Committee that it appears that Andrew has made a verbal agreement with his staff member regarding payment: \$100 for each issue. This raised a number of questions. The Committee is prepared to pay for the first 2 issues but feel that Andrew should renegotiate the price. The Committee are concerned about the efficiency of the time taken to type up *Health Inform*.
6. **TREASURER'S REPORT**
The current balance is \$2373.19. Jan wrote to VicBranch's Treasurer stating that due to current commitments (as set out in the Business Plan that accompanied Jan's correspondence) HLS would be unable to contribute financially to VicBranch. Jan had budgeted for a carry over balance of approximately \$950. However, this will be reduced to between \$500 and \$700 depending on the amount levied for typing Health Inform.
Jan will draft a break down of the costs involved running functions. This is aimed to assist next year's Committee. There are only limited funds available for this year's AGM.
7. **VICBRANCH**
Judy did not attend. She reported that nothing new appeared on the agenda.
8. **CORRESPONDENCE**
IN From:
Enid Meldrum
Veronica
QA Network Health Services
Card re birth of baby
9. **OTHER BUSINESS**
 - 9.1 **AGM**
Committee need to begin gathering ideas for the AGM/Xmas party. Committee members need to begin inquiring about possible places to hold this event.

Meeting closed at 7pm.

Next meeting 20th July

ALIA

HEALTH LIBRARIES SECTION (VIC)

BUSINESS PLAN 1995.

Carry over funds as at 1.1.1995.	\$3,386.00
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PROJECTED INCOME:

ALIA Victorian Branch allocations.	312.00
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Advertising in Health Inform for 1995 - 4 issues.

Centre for Ethnic Health.	\$20.00.
D.A. Informatics.	750.00.
Standish Prideaux & Pye.	300.00.
Swets.	<u>750.00.</u>
Total:	<u>\$1820.00.</u>

Interest.	25.00
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Seminars / Social functions:

N°2. Show and Tell night (9th May 1995)	230.00.
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N°3 Internet Training 12 individuals charged \$100.00 each (21 / 6 / 95 & 5 / 7 / 95).	1,200.00.
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N°4 Document Delivery - Direct payment to ACLIS. (August or September)	-----
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N°5 Country Librarians' meeting (October ?) Partial cost recovery.	300.00
N°6 AGM / Christmas Party - (December) partial cost recovery	<u>700.00.</u>
Total Income	<u>\$7973.00</u>

PROJECTED EXPENDITURE:

Debts from 1994

AGM / Christmas party room hire:	1197.50.
<u>Health Inform</u> printing:	709.00.
postage:	127.50.
flowers:	<u>45.00.</u>
Total:	\$2078.00.

Seminars / social functions:

Advertising:	80.
Food and drink:	<u>150.</u>
Minimum cost for one function, without room hire fee	Total: <u>\$230.</u>

N°1. Dr Walsh at H & CS (30 / 3 / 95) \$240.00.
Cost borne by HLS.

N°2. Show and Tell night (9 / 5 / 95) Partial cost recovery 518.00.

N°3 Internet training.
12 individuals at \$85 each at cost (21 / 6 / 95 and 5 / 7 / 95) 1020.00
Printing and postage of fliers 80.00
Estimated profit - \$100

N°4 Document delivery (August or September). -----.
Direct payment to ACLIS.

N°5 .Country Librarian's meeting (October ?). 500.00.
 Partial cost recovery

N°6 AGM/Christmas function. (December) 900.00.
 Partial cost recovery

Publication of Health Inform 1995

March 734.00

June 150.00

September 150.00

December 150.00

Postage 260.00

Total: 1444.00

MLA membership. 112.00

Stationery and sundries 100.00

Taxes and bank charges. 25.00

Total: \$7,017.00

PROJECTED CARRY OVER BALANCE
FOR 1995 DEBTS FOR 1996 COMMITTEE:

\$956.00