



THE LIBRARY ASSOCIATION OF AUSTRALIA

MEDICAL LIBRARIANS SECTION - VICTORIAN GROUP

EXECUTIVE COMMITTEE

Minutes of the meeting held on 6th October at 5.30pm in the Cancer Institute Library.

1. Present.

Susan Liepa, Aina Zalitis, Judith Quilter, Anne McLean.

2. Apologies.

Joan Martin.

3. Minutes of the previous meeting 8.9.82.

Moved (Susan Liepa / Aina Zalitis) that the minutes be accepted.

4. Business arising from the minutes.

4.1 Sale of publications - Judith Quilter has requested prepayment for 3 copies of the List of Journals ... from James Bennett.

4.2 Norma Worswick agreed to Executive proposed changes to the tentative programme for the October AV workshop.

4.3 Susan thanked Don Kinsey (Public Relations Officer, R.C.H.) for his contribution to the combined meeting 21.9.82.

5. Correspondence.

Moved that correspondence be accepted.

5.1 Correspondence IN 9th September - 6th October 1982.

	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Subject</u>
5.1.1	13.4.82	I. Avens [Copy of memo from General Treasurer, LAA to Treasurers of all Divisions].	President	Applications for special grants from 1983 LAA General Budget.
5.1.2	10.9.82	Sec. AACOBS	President	AACOBS Recommendations re ILL Photocopying charges.
5.1.3	21.9.82	Jan Linder	Secretary	Elections for 1983 Division Office Bearers.
5.1.4	21.9.82	Jan Linder	Secretary	LAA Victorian Branch Minutes 8.9.82

	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Subject</u>
5.1.5	8.9.82	LAA Exec.Dir.	Sec. all divisions.	By-laws relating to A.G.M.
5.1.6	29.9.82	Pat Nakouz	President	Trading post item.
5.2	<u>Correspondence OUT 9th September - 6th October 1982.</u>			
	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Subject</u>
5.2.1	10.9.82	Don Kinsey	President	Confirmation of Speaker - Meeting 21.9.82
5.2.2	15.9.82	A. McGilliard	President	Confirmation of Speaker - for A.V. Meeting 23.10.82
5.2.3	20.9.82	Heather Brice	Secretary	X/C of letter.
5.2.4	20.9.82	Marjorie Pinder	Secretary	N. Bignall.
5.2.5	20.9.82	Treasurer	Secretary	Re Sale of Publication.

6. Business arising from correspondence.

AACOBS recommendations re. ILL photocopy charges (5.1.2) to be an agenda item at next general meeting.

7. Program for October A-V. Workshop.

Susan presented copy of programme from Norma Worswick (attached).

Adrian van Kampen (Lincoln Institute) cannot present his session on Portapak production 3.30-4.00.

Aina to contact Robert Moore requesting he extend his session 3.30-4.30 and present a more detailed account on Portapak production.

Display of AV Software / hardware

Lindsay Edwards (Ramsays) will arrange presentation of AV media.

Raeco were contacted but were unable to provide AV media.

S & M don't have a great deal of A-V. but will confirm with Susan if they are able to offer assistance. If S & M can't assist Susan will contact Kingfisher.

Anne McLean will ring Bell & Howell or Ideas Développement Corporation. (Contact : Liz McArthur).

It was suggested that the display be arranged for the afternoon session ie. 1.30 -

Judith Quilter will send the cash receipt book by certified mail to Norma for issuing of receipts.

8. Agenda for October general meeting 23.10.82 10 - 10.30 at AV Workshop.

8.1 Trading post items.

Anne Webb requires complete set of
 - M.J.A. v.2, 1962.
 - " v.1, 1964.

Regional Medical Library Service (Pat Nakouz) will accept superseded MESH and the annotated MESH.

8.2 Interlibrary loan copying charges. AACOBS proposed charges (AACOBS letter).

8.3 LAA Vouchers and LAA Institutional membership. (Incite New Rules for LAA Vouchers v.3 (17) 17 September, 1982).

Aina to write to LAA Branch Council indicating that Vouchers and Institutional Membership for the smaller library will be an item for discussion at our next general meeting.

Members will be asked for a written submission of their views on the new rules for LAA Vouchers. (Letter to be sent with agenda).

8.4 Donation fees from non LAA members. Motion that annual donation be raised to \$20 per annum for 1983.

9. Mailing list.

Currently mailing of notices of meetings etc. is to financial members of the LAA (68) and to affiliate members (15).

SPP & Ramsays have been included.

A request from Lesley Cooper (Launceston General Hospital) to be included was agreed.

It was agreed that a letter should be sent out with the 1983 programme to all recognizable people welcoming their membership and informing them that they have to "pay up" to receive our mailings.

It was thought it may be possible to have a separate mailing list for seminars, workshops etc.

10. Tentative programme 1983.

It was agreed that there should be 4 general meetings.
1 Joint meeting with the Special Library Section.
1 Christmas Party.

Suggested dates were: February, April, June, August.
October - Combined Meeting.
December - Christmas party & A.G.M.

Suggested topic for combined meeting was the AEN Network eg. speaker - Judith Buskin. Aina will confer with Specials Executive suggesting a combined meeting in 1983, the topic and our intention to request funding for this meeting if they are agreeable.

Suggestions of topics for other meetings were "Computer Software" and "Computer Hardware".

Programme for 1983 to be continued at the next meeting.

11. Other business.

Judith to keep books.
Current balance \$285.18.
Expenditure receipts, postage etc. should be given to Judith.

Sue Hill owes Judith \$5.13.

Judith paid Aina cheques of \$19.98 & \$14.05 for postage.

12. Date of next meeting.
Wednesday, 17th November 1982 (to be confirmed).
13. The meeting closed at 7.50.

[Handwritten signature]
8-11-82

c.c. Susan Liepa.
Aina Zalitis.
Judith Quilter.
Anne McLean.
Joan Martin.