

THE LIBRARY ASSOCIATION OF AUSTRALIA

MEDICAL LIBRARIANS SECTION - VICTORIAN GROUP

EXECUTIVE COMMITTEE

Minutes of the Executive Committee meeting held on Tuesday 8th February 1983 at 5.30, at the Cancer Institute.

1. Present.

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

2. Minutes of previous meeting (8th November, 1982).

Moved (Anne McLean / Susan Liepa) that the minutes as amended be accepted.

3. Business arising from minutes.

3.1 ILL photocopying charge notice was distributed via OMLD.

4. Correspondence.

Moved that correspondence be accepted.

4.1 Correspondence IN 2 November 1982 - 25 January 1983.

	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Re.</u>
4.1.1	6.10.82	MLS CE C'tee.	Executive Committee	Terms of reference.
4.1.2	8.11.82	Secretary	Secretary	LAA Vic. Branch Minutes 13.10.82.
4.1.3	nd.	Secretary	Secretary	LAA Vic. Branch Minutes 10.11.82
4.1.4	nd.	Secretary	Secretary	LAA Vic. Branch Minutes 8.12.82.
4.1.5	3.11.82	R. Moore	President	Thank you.
4.1.6	8.11.82	J. Quilter	Secretary	ILL Photocopy charges.
4.1.7	12.11.82	M. Pinder	Secretary	Braille Institute.
4.1.8	2.12.82	General Councillor	Secretary	Report to Vic. Branch Council on LAA General Council Meeting 26 & 27 November, 1982.
4.1.9	24.1.83	Saur	Secretary	Directory entry.
4.1.10	29.12.82	I. Avens	Treasurer	Audit.
4.1.11	nd.	S. Russell	J. Martin	Letter.
4.1.12	18.1.83	Treasurer	President	Resignation.

4.2 Correspondence OUT 2 November 1982 - 25 January, 1983.

	<u>Date</u>	<u>From</u>	<u>To</u>	<u>Subject</u>
4.2.1	11.11.82	Secretary	Sec. LAA Branch Council	Minutes AGM 3.8.82.
4.2.2	"	Secretary	Sec. MLS SA Branch	"
4.2.3	"	Secretary	Sec. MLS WA Branch	"
4.2.4	"	Secretary	Sec. MLS NSW Branch	"
4.2.5	"	President	MLS National Exec.	"
4.2.6	"	Secretary	SLS Victorian Group	"
4.2.7	"	Secretary	NZLA Health Libraries	"
4.2.8	nd.	President	All members	ILL Photocopying charges.
4.2.9	15.11.82	President	Lindsay Edwards	Thank you - Ballarat Sem.
4.2.10	24.11.82	President	Sandra Henderson	Article in "Austrn Hospital".
4.2.11	17.12.82	President	Lindsay Edwards	Xmas party thank you.
4.2.12	17.12.82	President	T. Standish	Xmas party thank you.
4.2.13	18.1.83	Treasurer	Coopers & Lybrand	Audit.
4.2.14	18.1.83	Treasurer	I. Avens	Audit.

5. Business arising from correspondence.

Saur Publishers International Directory. Previous directory entry for the Medical Librarians Group to be amended to LAA Medical Librarians Section Victorian group for inclusion in the new edition (10th).

- 5.2 Marjorie Pinders letter - Secretary to reply noting that the Braille Institute may be invited to address one of our meetings. It was agreed to keep a file of prospective speakers etc.
- 5.3 Judith Quilter's resignation to undertake further studies was accepted with regret. Nominations for a new treasurer have been called for.

6. Report from Branch Council.

Details from LAA Branch Council have been included on the newsletter. Briefly:

A Queensland & W.A. group of the Medical Librarians Section has been formed.

Appropriate activities for the year of "Communication".

LAA / NZLA Conference to be held in Brisbane 1984. Branch Council & General Council minutes will be tabled at the next general section meeting.

7. Newsletter.

Susan has prepared the newsletter which will be mailed to members with the agenda for the next meeting.

8. Venue for Meeting February 28th, 1983.

Alfred Hospital Library 6 for 6.30.

Agenda

1. Present.
2. Apologies.
3. General business.
- 3.1 Election of treasurer.
4. Air and share.
5. Discussion on patient access to medical information led by Susan Liepa.
6. Date of next meeting.

Re Agenda Item 3.

Motion 1 The format of general meetings be amended to restrict business of that meeting to major items and that minor items appear as part of a newsletter to be produced from input from group as a whole including executive, and this newsletter to be circulated with notice of meeting.

Proposer can then speak to the motion on such items as:

Allows more emphasis on continuing education function.

Newsletter provides immediate record of information of interest.

Potentially allows for the additional time being taken now in the social/greeting time at start.

Motion 2 Increase the size of the Executive Committee by 2 members ie. from 5 - 7 members.

9. Combined MLS/SLS Meeting.

Jean Truebridge had contacted Susan re availability of Heather Brice to address another meeting. Aina contacted the Special Libraries Section and they agreed to Heather Brice addressing the combined meeting on cooperative information provision and networking in specialist subject areas.

Date Wednesday, April 27th, 1983.

Venue (Specials to organize). Tentatively Australian Institute of Management.

It is hoped that AIM may cater for the meeting, if not we will have to share the costs.

Time 5 for 5.30.

10. Anne Harrison's retirement April 21st, 1983.

Anne McLean volunteered to gather a subcommittee to organize a function. Anne will report at the next meeting. It was noted that Paul Hodgson could arrange distribution of information as necessary.

11. LAA Branch Council Representative.

It was noted that the Branch Council representative did not have to be the President. Susan called for volunteers for the Branch Council Representative 1983. Joan Martin and Anne McLean were to decide who would attend between them and report at the next meeting.

12. Continuing Education Committee.

Terms of reference were received. The CE committee had tentatively planned a Seminar on Computers in Libraries; however as VALA has announced its 2nd National Conference on Library Automation November 29-December 2, 1983 (Incite 4(1) January 28, 1983) the Committee decided not to proceed with its seminar.

The Executive suggested that the CE committee could look more at "workshops" rather than seminars.

It was suggested that the CE committee plan the topic etc. for the general section meeting in June 1983.

13. Treasurers Report (as attached)

Judith has received "Guidelines for Treasurers" from LAA General Council.

14. Other business.

Mailing list for newsletter.

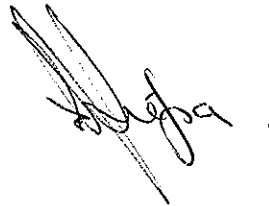
The Newsletter is to be mailed to LAA members, "affiliate members" and secretaries of LAA Medical Librarian Section - State Divisions.

15. Date of next meeting.

Tuesday 29th March 1983 at 5.30 at the Cancer Institute.

MON 11th April

The meeting closed at 9.00 pm.

A handwritten signature in dark ink, appearing to be 'Susan Liepa', written in a cursive style.

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