



THE LIBRARY ASSOCIATION OF AUSTRALIA

MEDICAL LIBRARIES SECTION - VICTORIAN GROUP EXECUTIVE COMMITTEE

MINUTES (2/85)

Minutes of the Executive Committee (Victorian Group) meeting (2/85)
held on Wednesday 3rd April 1985, at Brownless Library.

ACTION

1. Present.
Joan Martin, Sandra Russell, Barbara Jacoby, Andrew Rooke,
Aina Zalitis, Bronia Renison.
2. Apologies.
Mary Arnold, Susan Liepa.
3. Minutes
Moved that the Minutes of the previous meeting (25.2.85) be
accepted.
4. Business arising.
Mary should find out whether a copy of the Minutes should
be sent to Branch Council. MA
The Treasurer's Report has been sent to Bruce Davidson.
The Budgeting seminar has been organized. The following
meeting (a panel discussion with subscription agents and
a serials librarian) should be held in June rather than July.
A guest speaker eg. Warren Horton, could be invited to the
November meeting. AR
Typing of the Newsletter is under control. BR
Susan has volunteered to be a member of the Publications
Committee. SL
The Section would not qualify for representation on AACOBS
because few medical libraries are members. AACOBS seems to
be weighted in favour of large libraries, at the expense
of smaller libraries. Joan will discuss the situation with
the AACOBS Secretary, and report to a General Meeting. JM
5. Correspondence
CORRESPONDENCE IN: February 16th - March 28th 1985:

Date	From	To	Re
26.2.85	LAA Indust. Inf. & Res. Off.	Secretary	Book postage rates.
26.2.85	LAA Exec. Dir.	Secretary	Corporate plan and review.
5.3.85	P. Nakouz	Secretary	News item: Work stress.
8.3.85	LAA Exec. Dir.	Secretary	Dates for hearings.
22.3.85	LAA Exec. Dir.	Secretary	Darwin Conference.
25.3.85	Asst. Exec. Dir.	Secretary	Confidentiality of membership records.
25.3.85	Asst. Exec. Dir.	Secretary	Professional membership policy.

CORRESPONDENCE OUT: February 16th - March 28th, 1985:

Date	From	To	Re
26.2.85	L. Lansley		Volunteers in libraries; Work level standards.
28.2.85	Secretary	Spec. Libs. (Vic)	Newsletter exchange.
5.3.85	Secretary	Incite	Notice of meeting.
5.3.85	Secretary	L. Lansley	Ludwig Institute advert.
6.3.85	Secretary	LAA Exec. Dir.	Darwin Conference date.
6.3.85	Secretary	MLS: WA,NSW,Qld	Standards for Hosp. Libraries
7.3.85	President	J. Gunn	Standards for Hosp. Libraries
8.3.85	President	P. Nakouz	Medical Library Directory.
20.3.85	Secretary	L. Lansley	Volunteers in libraries.

6. Business arising.

Copies of the paper on Professional Membership will be distributed. Written comments should be forwarded to the Secretary or President who will draft a discussion paper for the next Committee meeting.

It was agreed that this plan of action should be followed for all LAA discussion papers.

SR/JM

7. Treasurer's Report.

The credit balance is \$347.10. Funds have not yet been received from the LAA. We need to keep the LAA aware of the inadequacy of grants to Sections, necessitating heavy reliance on charity of other institutions. There is a need for better publicity informing members how LAA money is spent.

The host library should claim moderate expenses for refreshments at general meetings.

8. Branch Council.

There was no business to report from the last meeting. A note from the Group will be sent to president, Keith Davidson, who is ill.

Mary is to be asked to advise Executive Committee members of business on the Branch Council agenda, in case there should be any input from the Section. She should table the Minutes.

JM

MA

9. General Council.

Joan reported from the General Council meeting. The inter-library loan study is to be restarted. A 2 hour per day toll free service to the LAA will be started.

Corporate Plan and Review: There will be two subcommittees:

- Finance

-Membership. This will be interested to identify nonmembers and former members.

Volunteer Workers: The Guidelines and Statement differed in terminology. The motion was carried with amendments.

Manpower Study: A proposal to update it would be considered at the August meeting.

Standards: Assistance was offered to the Special Libraries Section to complete their standards, and could also be given to the Medical Libraries Section. Council will request further action towards creating Standards at national level.

The Standards as presented do not make allowance for academic responsibilities of hospital libraries.

Work Level Standards: These will be retitled Guidelines. A third level will be added to Library Technicians. Other groups expressed concerns similar to those of this Section.

Membership: Figures are down, especially for institutional members. Recruitment Officers at State Branches was suggested.

A note about membership, and an application form should be included in our next Newsletter.

BR

We could ask the NSW Group for a copy of their letter to new medical librarians.

SR

Work experience students could be encouraged to join.

A copy of our Newsletter could be sent to non-members.

Mailing lists should be checked to identify non-members.

We should stress the importance of Associateship in our comments on Corporate Review.

The LAA can now receive electronic mail. They should be advised of any delays in the ordinary mail.

An Honorary Awards Committee now exists.

The Board of Education is working on course assessment.

The proposed new Corporate Plan may eliminate some Sections or Divisions. It needs to determine the role and power of the Executive Director.

The next meeting will be in Sydney on 9-10 August.

10. Code of Professional Ethics.

Written comments should be submitted to Joan or Sandra by 17.4.85. A draft will be compiled for discussion at the meeting on 24.4.85.

JM/SR

Comments on Professional Membership should also be submitted.

11. Medical Libraries Directory / Publications Committee.

The Committee members should set their own terms of reference within broad guidelines. Volunteers would be requested at the next General Meeting.

11. Other business.

Andrew suggested that the Section should begin a series of Occasional Publications to assist the publication of research related to medical libraries. He was asked to produce for further discussion at a future meeting.

AR

Copyright amendments now require payment of 2 cents per page for multiple copying. Joan will watch accounts at Brownless.

JM

Moorabbin Hospital will pay postage and reproduction costs of the Newsletter, in return for a donation to the hospital.

Joan will send a letter with a cheque for \$25.

JM

An RSVP should be included on meeting notices to assist catering.

Advertisements can be included in the Newsletter as notes.

Andrew will report on the speakers at General Meetings for the Newsletter.

AR

Guest speakers could be invited to join the Committee and other members for dinner after General meetings.

Andrew suggested action by the Section to overcome short-staffing in hospital libraries. This is related to the work on Standards. Members should be asked for comments on workloads and requirements via the Newsletter, for further discussion. AR/BR

Meeting closed at 8.40 pm.

Next meeting 24 April, at Brownless

cc: JM, SR, BJ, AR, MA, BR, SL, AZ