**WHSLA 2024 Spring Board Meeting**

Thursday, October 17, 2024

10:00 am – 11:30 am

Virtual via Microsoft Teams

# Call to Order

Meeting was called to order by Brenda Fay at 10:02 am.

# Roll Call

Brenda Fay, Liz Suelzer, Claudia Noonan, Hayley Severson, Karen Hanus, Barbara Ruggeri, Jennifer Schram, Dora Davis, Jennifer Deal, Kathy Koch, Liz Witkowski

# Officers Reports

*President's Report – Brenda Fay*

This year I have focused on the business of keeping WHSLA running. In collaboration with President-Elect Barbara Ruggeri, I scheduled and planned three WHSLA meetings: March 8th Spring Board Meeting, today’s October 17th Fall Board Meeting, and the Annual Business Meeting coming up on November 8th. I also worked with Barbara to recruit volunteers to run for 2025 open WHSLA positions, plan elections timing, and create an electronic ballot.

**As a long-time member of WHSLA’s blogging team, I ask that every current member please submit a blog post before the end of the year.** Topics are entirely up to you and can be a book review, a webinar you attended, something you’re working on at the library, or anything you think the members would find interesting like a podcast or libraries in the news. Please email your blog post by 12/31/2024 to brenda.fay@marquette.edu or michele.matucheski@ascension.org. Keeping the blog current and vibrant can only be done with your help.

*Secretary’s Report and Approval of Spring 2024 Meeting Minutes – Jennifer Deal*

Spring 2024 meeting minutes were approved with no corrections at the Fall 2024 meeting.

*Treasurer's Report – Karen Hanus*

Activities

Received the treasurer’s materials from Robert Koehler.

*CD/Money Market:* WHSLA had a great deal of cash in a non-interest-bearing checking account. There is no reason for us to need so much cash on hand since we do not need that much of our cash annually. We no longer have in-person conferences and we only award $1,000 in grants annually. The amount we bring in for dues should equal or exceed our small expenses which are for Google and a plaque for an award. Our remaining expenses are for educational events which are sometimes MLA webinars supported by NNLM and sometimes not.

We could generate some revenue via interest. I moved $15,000 into a 12-month CD. This cash will not be liquid, but we’ll earn a guaranteed amount of interest on the investment. We should make $531.93 in interest on the CD by the time it matures (October 3, 2025). We have at least $3,589.03 left in our checking account to conduct business for WHSLA for the upcoming year which should be more than enough based on our previous spending.

Completed other routine tasks.

***Financial activity since last board meeting***

|  |  |  |
| --- | --- | --- |
| BEGINNING BALANCE | March 8, 2024 | $19,276.70 |
| Expenses | March 8, 2024-September 30, 2024 |
|  | Google | $54.00 |
|  | WI DFI | $10.00 |
|  | MLA Webinar | $750.00 |
|  | Prize for Robert Koehler retirement celebration | $25.00 |
|  | Award for Robert Koehler | $128.10 |
|  | Professional development award for Will White | $447.00 |
| Total Expenses: |  | $1,414.10 |
| Income | March 8, 2024-September 30, 2024 |
|  | Membership Dues | $112.86 |
|  | FRVALC donation/liquidation of their treasury | $619.57 |
| Total Income: |  | $732.43 |
| ENDING BALANCE | September 30, 2024 | $18,595.03 |

*Members at Large – Hayley Severson & Claudia Noonan*

Nothing to report.

Claudia Noonan moved to a new position at Bellin College in Green Bay so will need to update her information in the WHSLA directory.

Hayley is now the representative at large for the Midwest Chapter of MLA as well. She will be working with Kathy Koch on planning the in-person components of the 2025 Midwest Chapter MLA meeting in 2025 so more to come about that.

# Committee Reports

*Communications Committee – Allan Barclay (List Serv), Brenda Fay, Michele Matucheski (blog), & Liz Suelzer (website)*

The WHSLA Communications committee manages the list-serv, blog, and website. The WHSLA list-serv continues to be a tool to send messages to WHSLA members. 82 individuals are currently subscribed. This is down from 93 as we removed duplicate and non-working email addresses. Allan Barclay is the list-serv Administrator.

The WHSLA blog continues with Michele Matucheski and Brenda Fay blogging. All WHSLA members are asked to write a blog post before 12/31/2024 and email it to Brenda or Michele.

Submitted on behalf of Allan Barclay, Brenda Fay, Elizabeth Suelzer, and Michele Matucheski

Brenda gave a shout out to Liz for being the WHSLA site webmaster. She’s done a great job of refreshing the site and keeping it well organized.

A request was made for the password sent out for the password-protected part of the website (members list specifically). Liz will share that with the group. It also comes in an email once a year.

*Membership Coordinator – Jennifer Schram*

At the end of 2023, we had 30 renewing and 3 new members.  As we are closing 2024, we have 27 renewing and 3 new members.  Notices for renewing memberships will be going out after Thanksgiving.

Submitted by Jennifer Schram

*Midwest Chapter/MLA State Liaison Committee – Kathy Koch*

Nothing much to report at this point. Let Kathy know if there are any questions from the board that she could bring back to the Midwest Chapter, related to other state health science library associations, etc.

*Professional Development Committee – Dora Davis*

*MLA Webinars*

Region 6 has re-introduced funding of MLA Webinars for Region 6 organizations. This allows hosts to secure CE codes for up to 25 individuals. Funding may also be requested, up to $325, for professional development through other sources that are health information related and align with the NNLM mission. (Honoraria for speakers is an example of allowed funding). Each organization may only request one per year.

A survey was sent out to WHSLA list-serv members asking for their interest in the webinars scheduled for October-December. Only 11 people responded to the survey but there was an overwhelming response for the December AI Webinar. The Emergence of AI Pedagogy: Exploring Resources and Enhancing Engagement for Medical Librarians and Information. A request for funding from Region 6 was submitted but there is no word on funding as of the date of this report. There will be more information to come as it is available, so watch the WHSLA list-serv and blog!

WHSLA Purchased 25 codes for the webinar last spring Communicating with Researchers about the Benefits and Risks of AI for Evidence Synthesis. If you are interested in viewing this webinar, please reach out to Dora to receive a code, we still have a few available.

*Professional Development Award*

Congratulations to the two winners of this year’s Professional Development Award, Will White and Jannette Bradley! As a reminder, winners of this award receive up to $500 to use towards conference costs or the costs associated with initial AHIP membership. The award requires that recipients will share their learnings in a WHSLA blog post, WISDOM Chat, or other means of transmission. If they use it towards AHIP membership, they will serve as a WHSLA officer in the next two years.

*Professional Development Suggestions*

If anyone has any ideas or suggestions for Professional Development, please let me know.

*Respectfully submitted,*

*Dora Davis*

*WHSLA Professional Development Coordinator*

*WHSLA Wisdom Chat Committee – Barbara Ruggeri*

February 9, 2024, Ashley Zeidler, Barbara Ruggeri 2023 Professional Development Winners Recap: Creative Commons Licensing; MLA2023 – Detroit.

Possible Topic is slated for Annual Business Meeting 11/8/24

Proposal for Annual Business Meeting: Request a WHSLA Wisdom Chat leader for 2025. Involves lining up speakers, scheduling and hosting the chat. As WHSLA president, I am unable to do two roles. Need a volunteer for the year or will probably put on hiatus for 2025.

Submitted by Barbara Ruggeri

# Old Business

*Outreach to iSchool and UW-SOIS to promote medical librarianship as a career – Barbara Ruggeri*

Submitted by Barbara Ruggeri

On April 23, 2024 Hayley Severson and Barb Ruggeri hosted a virtual meeting attended by Will White, Catherine Arnott-Smith ( UW – The Information School Professor), Erica Lake, Liz Witkowski, Michele Matucheski and Kellee Selden.

We shared our ideas and identified some potential short- and long-term goals.

1. Get relevant contacts at UW-Madison, UW Milwaukee schools of information science and meet with them to indicate our interest in supporting students learning about careers in medical libraries. This may involve meeting with students or being a guest speaker within a course
2. Survey health science libraries to determine if they offer practicums for students and provide a list to these locations to the two information science schools to make it easier for students to apply
3. Determine hospital barriers to hosting practicums for students
4. Offer a WHSLA Wisdom Chat with Librarian from Ascension Evansville how a virtual internship might be right for your library
5. Develop a web page with information on careers in Medical Librarianship with links to MLA vocational pages as well.

Next steps:

 Schedule meetings with information school contacts and proceed to work on our list.

 Keep this on the WHSLA agenda and check back in next year to see what progress has been made on this project.

# New Business

*Add Signatory on WHSLA bank accounts*

Karen wants the security of having an additional signatory on the WHSLA bank accounts. She has asked Liz Suelzer to do this, and Liz has agreed. Robert will also be removed since he has retired.

Karen Hanus made a motion that Elizabeth Suelzer be added as a signer to all Wisconsin Health Science Library Association Associated Bank accounts. Both Karen Hanus and Liz Suelzer should be able to add, modify, and change these bank accounts including adding, removing, or modifying signers to the accounts. Barb Ruggeri seconded the motion and Brenda Fay called for a board vote, which was unanimously in favor of this motion.

Karen will go to the bank to finalize making Liz a secondary signatory.

*Fall 2024 elections*

Hayley Severson has agreed to run for president elect, unopposed.

Members at large candidates are Michelle Harrell and Will White, who are also running unopposed.

Karen Hanus is staying on as treasurer and Jennifer Deal is staying on as secretary.

Election will go through October 31st, so if you haven’t yet had a chance to vote, please take some time to do so.

*2025 Proposed WHSLA Budget – Barb Ruggeri*



 Discussion regarding virtual business meeting expenses happened later in the meeting, but it was ultimately decided not to pursue the DoorDash vouchers. This will mean the $150 likely won’t be spent for the Business Meeting, but keeping there for now as a placeholder just in case.

Budget was approved by the board (Brenda called for a motion to approve and Liz Witkowski seconded it).

*Next WHSLA conference discussion – All*

Options to consider:

* 1. 2025 as scheduled – HSLI expressed interest in partnering with us. They initially reached out to Liz Witkowski in 2023. This was too late in the process for planning but is something to consider for the future.
	2. 2026 – wait for MLA in Milwaukee
		1. Barb Ruggeri suggested offering more scholarship money for 2026 MLA attendance (beyond our regular professional development awards). Possibly also offering a social event for WHSLA members during the conference. Karen Hanus agreed that we should do what we can to have as many WHSLA members in attendance as possible. As treasurer, she is concerned about inurement due to our designation as a 501(c)(6) organization. (see 55 minutes mark) The state of Wisconsin considers us a business league and not a non-profit organization like Midwest Chapter so we need to be careful about giving money away to the membership. More consideration will have to be given about how to make this work. Kathy Koch suggested doing it more like the professional development award and asking people to serve on board, etc. if they get funding.
		2. Liz Witkowski offered to coordinate a casual gathering outside of Midwest Chapter MLA.
	3. Liz Suelzer suggested piggy backing off of a Midwest Chapter MLA watch party that they’ll be doing in 2025.
		1. Kathy Koch said that state liaison group is still waiting for more information to come out about what this will look like. Liz Weinfurter said she’ll be sending out some additional information about this at the 10/16 Midwest Chapter meeting, so look for that.
		2. To provide some background, Karen Hanus said they’re riffing off the idea that some people might want to travel to a closer hub to do a watch party that wouldn’t require overnight accommodation costs. So in Wisconsin, the WHSLA watch party hub would be a place like Ebling Library in Madison or MCW in Milwaukee. There might need to be more than one in the state to make it feasible for anyone to attend. Karen is unclear on how refreshments for the watch parties would be funded – state associations, Midwest chapter, individual participants, etc. Karen suggested there could be multiple sites on different days (Madison on Wednesday, Milwaukee on Thursday) for the watch parties. Then we could have the WHSLA business meeting afterward – around 3 pm on Friday.

Consensus seems to be waiting until more information comes out and make a decision at that point. Barb Ruggeri will revisit this topic next year’s meetings.

*2024 Annual Business Meeting*

1. Proposal to pay for lunch for attendees (DoorDash or similar)
	1. Brenda suggested using WHSLA money to pay for something like DoorDash certificates for November 8 business meeting so we could all enjoy lunch “together”
	2. Karen is concerned about whether or not this would be allowed since in physical meetings, you need to feed people because otherwise they’d have to take time away from the meetings to go get food. She sees sending food to people’s homes (where they already have food presumably) as inurement in a 501(c)(6) organization like ours.
	3. Membership seemed to be in consensus that this is something we could forego, just to err on the side of caution.
2. Future of WHSLA discussion for 2024 Business Meeting (all)
	1. Michele Matucheski brought this topic to Brenda. The Michigan health science librarians decided to end their medical librarian state association and joined their state library organization as an interest group instead.
		1. Liz Suelzer mentioned that she’s a member of WLA, but it’s very public library-centric and wouldn’t be a good fit for our membership. Hayley Severson and Karen Hanus agreed with WLA as having very little value as a home for medical librarians.
	2. Kathy Koch gave some background on other state associations that she’s learned about through Midwest Chapter: Kentucky will be dissolving as a formal group so will no longer have board members, etc. though they will still be meeting informally. North Dakota didn’t have enough membership, so some joined the Minnesota state organization for medical librarians. Ohio and Illinois state organizations are very robust, so it’s not happening consistently.
	3. Kathy Koch suggested hubs within WHSLA to encourage that local piece – a southwestern hub comprised of SWHSL members, a Madison hub, etc.
	4. Hayley Severson thought WAAL might be a better fit than WLA, but Liz Suelzer and Claudia Noonan pointed out that WAAL is a part of WLA.
	5. Karen Hanus suggested that if we ended our state association, members could join HSLI or the Midwest Chapter of MLA. She suggested that the local piece is the most valuable part of membership. Karen thinks if anything should dissolve, it should be SWHSL. She thinks the natural evolution is that they pay out their professional development award each year until the treasury drains down and the organization dissolves. She wants to see WHSLA stay around through the 2026 conference. It could be valuable to have a discussion at the business meeting in November to learn what it is that people want to get out of their local or regional health science library associations, especially now in this era of so many virtual meetings.
	6. Barb Ruggeri suggested having an ad hoc committee to gather information about what other states have done and WHSLA members’ opinions about the future.
	7. Liz Witkowski said that at AbbVie, librarians are members of data management group because it’s a very active group. She could get the name of the group if anyone is interested.
	8. Brenda Fay said we’ll take this topic off the business meeting agenda and table it for 2025 or 2026. We can have further discussion at that point.

*Dues category discussion – Barb Ruggeri*

Proposal for a new Membership dues category:

Submitted by Barbara Ruggeri

To recognize that sometimes when financial hardship strikes that is when we most need support and friendship that a professional organization brings, I am proposing at our annual business meeting the following motion.

Motion would be:

A new membership level category would be added to our current dues structure of “Temporary Dues Waiver” and this category will allow members to waive dues to become a of Wisconsin Health Science Library Association. Members joining or renewing at this level do not need to provide proof of financial hardship. A member is eligible for up to two continuous years at this membership level. Members in this category shall be entitled to the same rights and benefits as regular members. The membership coordinator and the treasurer will have access to the waiver request.

Barb is looking to the board to see if motion wording needs to be changed. No changes suggested. There will be an opportunity for the membership to discuss this change at the upcoming WHSLA meeting in November.

**Individual updates**

Barb and Karen lightning talk won fan favorite award at Midwest Chapter meeting of MLA.

Hayley got engaged in September! They’re targeting a June 2026 wedding date

Liz mentioned Advocate Health virtual retreat to meet our Southeast library counterparts (Karen was instrumental in planning this event).

Karen has been asked to join EBSCO’s Medical Library Advisory Board, which is comprised of 25 medical library leaders. The purpose is to help EBSCO learn how they should adapt to meet medical librarians’ changing needs as well as their organizations’ needs.

Brenda said Marquette is trialing DynaMedex now and the sales team they’ve been working with has changed around a lot which has been very frustrating. Everyone agreed that they have high turnover at EBSCO.

Claudia Noonan mentioned confusion with vendors between Gundersen and Bellin Health – they want to combine in contracts as a single entity due to recent combination, but they remain separate for now.

Dora Davis mentioned that a lot of people have been let go/left ProHealth and they lost all their CNSs as well. New employees are being told to go to Health Business International (HBI) for reference questions rather than the library and people in the organization are standing up and saying they are very different things which was refreshing for her to hear.

# Adjournment

Meeting adjourned by Brenda Fay at 11:36 AM.