**WHSLA 2024 Annual Business Meeting Minutes**

Friday, November 8, 2024

1:00 pm – 2:30 pm

Virtual Via Microsoft Teams

Present: Brenda Fay, Barbara Ruggeri, Jennifer Deal, Hayley Severson, Claudia Noonan, Karen Hanus, Dora Davis, Kathy Koch, Michele Matucheski, Rita Mitchell, Mini Prasad, Jennifer Schram, Elizabeth Suelzer, William White

Meeting called to order at 1:03 pm by Brenda Fay.

President’s Report

WHSLA awards were revamped in 2024. On May 7, 2024, the Board approved a new award: The Robert Koehler Award for Exemplary Service to WHSLA. The inaugural recipient was Robert Koehler, long-time member and Treasurer of WHSLA and was presented to him in June via Zoom.

Purpose: This award is given to a member of the Wisconsin Health Sciences Library Association (WHSLA) who demonstrates distinguished achievement in the service to the organization. The first award will be given to Robert Koehler, a distinguished member of the WHSLA board for nearly 38 of his 39-year membership. The award will be named The Robert Koehler Award for Exemplary Service to WHSLA.

Criteria: The award may be based upon, but not limited to, such activities as the following:

1. Active support and participation in WHSLA, which may include serving on the executive board or as a coordinator or as a member of committee. The length of service or the amount of work performed on a specific task or committee may be considered.
2. The conduct of the WHSLA duties by the member provides a role model of leadership, inclusivity, and dedication to the organization’s membership.

Guidelines:

1. The President of WHSLA has the discretion to nominate a member at any point in a calendar year.
2. The Executive Board will vote to approve the selection. If a nominated recipient is a member of the executive board, that person will be left out of the proceedings.
3. The award will be presented at the annual WHSLA business meeting or at meeting date chosen by the President.
4. Only one award will be made per year. The award need not be given each year.

[**Additional information can be found in the WHSLA Guidelines**](https://www.whsla.org/whsla-business/bylaws/)

Karen reminded us that information about the awards should be added to the website and Brenda confirmed that will be done.

WHSLA 2024 elections have wrapped up. Congratulations to Hayley Severson, incoming President-Elect! Congratulations to Michelle Harrell and Will White, incoming Members-At-Large! A sincere thank you to our candidates for volunteering to run.

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| **2025 WHSLA Executive Board** | | |
| President | Barbara Ruggeri | Term ends Dec 2025 |
| President-Elect | Hayley Severson | Term ends Dec 2025 |
| Secretary | Jennifer Deal | Term ends Dec 2025 |
| Treasurer | Karen Hanus | Never ends |
| Member-At-Large | Michelle Harrell | Term ends Dec 2026 |
| Member-At-Large | Will White | Term ends Dec 2026 |
| Immediate Past-President (ex officio) | Brenda Fay | Term ends Dec 2025 |

Secretary’s Report and Approval of 2023 Business Meeting Minutes (Jennifer Deal)

Meetings approved unanimously without any changes required.

Treasurer's Report (Prepared and submitted by Karen Hanus, Treasurer)

##### Highlights

* Treasurer duties were transferred from Robert Koehler to Karen Hanus
* Transferred $15,000 to a 12-month Certificate of Deposit
  + Money will earn $531.93 interest.
  + This decision was made due to a surplus of funds that we wouldn’t need access to for the year; approximately $3,500 remains.
  + Money is not liquid, but no risk unless we were to need to access the money in the CD in the first 90 days.

##### Financial activity since last business meeting

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| --- | --- | --- |
| BEGINNING BALANCE in Checking Account | December 1, 2023 | $19,120.33 |
| Expenses | December 1, 2023 – October 31, 2024 | |
|  | Librarian of the Year award | $238.02 |
|  | Google | $78.00 |
|  | WI state govt. filing fees | $35.00 |
|  | MLA CE fees | $750.00 |
|  | Robert Koehler Excellence Award/retirement celebration | $153.10 |
|  | Professional Development Award | $447.00 |
|  | Transfer to CD | $15,000 |
| Total Expenses: |  | $16,701.12 |
| Income | December 1, 2023 – October 31, 2024 | |
|  | Dues | 550.25 |
|  | FRVLAC donation (liquidation of their treasury) | 619.57 |
| Total Income: |  | $1,169.82 |
| ENDING BALANCE in Checking Account | October 31, 2024 | $3,589.03 |
| ENDING BALANCE in Certificate of Deposit | October 31, 2024 | $15,000.00 |
| TOTAL ASSETS | October 31, 2024 | $18,589.03 |

Between the money in our checking account and our expected income, we should have enough to conduct our financial business for the year.

* When the CD matures (October 3, 2025), we will most likely reinvest in a new CD, but probably less money.

Members at Large Report (Claudia Noonan & Hayley Severson)

Nothing to report.

# **Committee Reports**

## Communications

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. A new “Pets of WHSLA” blog series is starting. Email Brenda or Michele to get your pets featured. All WHSLA members are asked to write a blog post before 12/31/2024.

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

Contact Liz Suelzer if you notice any changes that need to be made to the website.

We’re always looking for new content for the blog. A new series will be coming out called “Pets of WHSLA” and maybe future series will come, such as “Bookshelves of WHSLA.” Contact Brenda or Michelle if you have ideas for things to add to the blog.

## Membership

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

The committee continues to meet quarterly. The incoming committee chair is WHSLA’s Hayley Severson, who was just elected Representative at Large.

Work is almost complete on the creation a repository of state meeting keynote speakers, based on a suggestion from the committee. It’s hoped that this will help state groups generate ideas and find speakers for their meetings.

The Kentucky Medical Library Association will be dissolving as a formal group at the end of year. They plan to exist as an informal organization without dues or bylaws.

The committee is eager is hearing details for the new format for the 2024 Midwest MLA annual conference. It will be a virtual conference with decentralized in-person participation at host sites. I’ll report back how the other states are involved and how the hosting will work in their states.

This is my fifth year as the state rep to the State Liaisons Committee. I would be happy to hand the position over to a new person in 2025 or 2026 if there is interest. It’s an easy way to get involved with WHSLA, and you don’t need to be a member of the Midwest Chapter to be the state liaison. I’m happy to answer any questions about the role.

Submitted by Kathy Koch

## Professional Development

*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*

## Wisdom Chats

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 - Unfortunately this did not work out and we may offer that in 2025.

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

Barb said this is a very simple role and you’re facilitating learning opportunities for the group so it’s rewarding.

## **Old Business**

#### Meeting opportunity in 2025 discussion

Brenda discussed that [HSLI (Health Science Librarians of Illinois)](https://hsli.org/) reached out to past president Liz Witkowski to see if WHSLA would like to partner on a conference in 2025. Some WHSLA members are also HSLI members so there is overlap. This would be separate from Midwest Chapter meeting discussed below.

Also, [Midwest Chapter MLA](https://mcmla45.wildapricot.org/) is looking to have in-person sites to host a watch party for their conference in 2025. Would we like to take advantage of this opportunity and also hold a WHSLA event in conjunction with Midwest Chapter?

Karen agreed we should participate in the watch party opportunities but is wondering how we should handle it since the conference spans 3 days. Should the parties be held in different cities on different days? Is there enough interest to make this worthwhile?

Barb mentioned that we need to be honest with ourselves if enough people will actually be willing to travel to attend a watch party for a virtual conference. It might not be satisfying if only three people showed up.

Karen mentioned that this will be happening regardless since the chapter wants to try it. She thinks people would attend locally if we had it in Milwaukee but wants to make sure people outside of Milwaukee would also be willing/able to attend. Hayley thinks that one day is the most reasonable plan to pursue, but where should it be?

Karen is still unclear on how funding will work. We most likely would have to cover the cost of refreshments through WHSLA. Midwest Chapter is probably still figuring out all the logistics of how this will work.

Barb mentioned we should form a committee involving herself and anyone else interested in being involved. This meeting would be when the annual business meeting would happen in the fall too. Reach out to her if you are interested in joining the committee.

Brenda said that we likely will not pursue the HSLI collaboration at this time since there seems to be more interest in the Midwest Chapter/MLA collaboration.

#### Meeting opportunity in 2026 discussion

[MLA](https://www.mlanet.org/meetings-events/past-and-future-mla-conferences/) is coming to Milwaukee in 2026. Would we like to take advantage of this opportunity and hold a WHSLA event in conjunction with MLA 26?

Karen and Barb mentioned that they volunteered to be on the planning committee for the MLA 2026 meeting, but still haven’t heard back. They will bring this back to WHSLA once they have more information.

## **New Business**

#### WHSLA Medical Library Career Outreach Report for Fall 2024 Board Meeting

#### 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.

Hayley mentioned that Catherine Arnott-Smith at UW will be retiring soon so they’ll need to get a new contact at UW but she has some people in mind.

#### Proposed Dues Category

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 the support and friendship that a professional organization brings, I am proposing at our annual business meeting the following motion.

Motion that a new membership level category 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 called for a motion to approve this change and Karen seconded it. Brenda asked if there was any discussion. Kari Zelinka said she liked the idea since people that had lost their jobs would be interested in maintaining networking opportunities and have more time to serve the organization.

Michele Matucheski asked if there was an application that would be used to apply for this. Karen proposed that she work with Jennifer Schram to change the renewal membership form. Barb said the other piece of the process will require some record keeping that only one or two people know about so we can keep track of the two-year limit. Jennifer Schram mentioned that a checkbox on the form would be the simplest way forward and she could maintain the records as membership coordinator. Liz Suelzer can update the form once a decision has been made.

Motion was approved by the membership.

*Group sharing:*

Kari Zelinka took over as a solo librarian at Meriter when Robert Koehler retired and she’s excited to be back in WHSLA after approximately 7 years away.

Liz Suelzer mentioned that she will be attending the Charleston Conference last week and is excited to meet with and learn from people involved in scholarly communications. She was involved in the planning for the Midwest Chapter/MLA meeting and it went well.

Hayley Severson shared that she is now the chair of the continuing education subcommittee for the Midwest Chapter, and now she’s a member at large for the chapter, and then is President Elect for WHSLA. As of May, MCW has a new library director (John Goodell).

Jennifer Schramm has been busy with normal librarian things at Mayo Clinic. They’ve been busy with literature searches, article requests, and helping with back-to-school needs.

Barb Ruggeri talked about how we were able to replace a position at Illinois Masonic Medical Center in Illinois and then we hired a new reference librarian to work at St. Luke’s. Barb did a lightning talk at the Midwest Chapter in conjunction with Karen and was pleased to win the Fan Favorite award. It was about reaching out to people on SharePoint to share relevant library resources. Personally, she also got a new puppy who is now about 12 weeks old. Look out for her in the Pets of WHSLA blog post series!

Mini Prasad has been busy with cataloging and cleaning up LibGuides and is off to India for a trip soon.

Rita Mitchell is busy with literature searches but also needs to update a lot of tutorials since interfaces of several resources have changed recently.

Michele Matucheski has been busy at Ascension since the other librarian is out on leave. They’re excited to be adding Springer Nature to their collection soon after working on that for five years.

Will White said that UW-Milwaukee recently had their “Fall into Research” event on campus and this year’s focus was on AI-powered research assistance and databases. A representative from JSTOR came and talked about their research assistant. He also used Liner AI for the first time in a public health policy class presentation recently which is an interesting tool that searches a variety of resources to find information on various topics.

Kathy Koch worked on launching our first Net Promoter Score (NPS) survey which went out to everyone that received literature search results in the last six months. It was just a one question survey asking if they would recommend library services. They got 109 responses overnight after sending to 450 people. After a month, that number is up to 138 and responses have been overwhelmingly positive. The comments have been really wonderful. Barb mentioned that while this was a way to show the library’s worth, it was also a way to connect library staff with their purpose.

Karen Hanus continues to work on an integrated business plan for the libraries between the Midwest, Atrium Health in the Southeast, and others (a total of about five libraries). They’ve been discussing how to provide library services to our users under a single library umbrella. The most challenging piece has been the financial flow model – where will all the money come from for all this? Predictably, leadership outside the library thought this combination would save money so they’re working hard to figure out how to explain the importance of providing library resources to everyone at an increased cost. They spoke with a variety of other libraries that have already gone through this, such as Mayo Clinic and Cleveland Clinic.

Jennifer Deal discussed complications with deciding what content from the Southeast region of Advocate Health can go into the Midwest-managed institutional repository. Also, the SelectedWorks, a profile system, is being sunsetted at the end of 2024 and Advocate Health has finalized a contract with Elsevier for a replacement product, Pure. Finally, don’t forget that the Medical Institutional Repositories in Libraries Symposium is happening on 11/21. It’s free and anyone interested in repositories is welcome to attend.

Dora Davis mentioned that she’s trying to keep up with literature searches and article requests as well as a la carte journal renewals. She’s been busy lately and she was able to highlight library statistics at a recent leadership meeting. She will be teaching a reflective journaling course through the library and that begins in January.

Claudia Noonan is now the library director at Bellin College in Green Bay and started that position in April 2024. They have a variety of programs such as nursing, physical therapy, radiology, surgical assisting. This is her first year working on an academic calendar so she’s getting used to that, but is enjoying working with the students on things like information literacy classes, etc. She continues to do literature searches for Bellin Health. There was a combination between Bellin College and Gundersen and the new name will be Emplify. It’s still unclear on what library services will be necessary for those users.

Brenda Fay said Marquette is hoping to keep UpToDate after some negative feedback about DynaMedex. They will have a new exhibit called “This Lead is Killing Us” coming on the public health implications of lead in water. There is a new associate dean for public engagement. They are hoping to announce a new systems librarian as well and then they’ll be fully staffed. Marquette is also getting Overdrive and Libby after joining a consortia of 14 other universities.

Brenda thanked everyone for serving on the board and reminded everyone to reach out to her in her capacity as president through December 31, 2024.

Meeting adjourned at 2:34 pm.