COLORADO COUNCIL OF MEDICAL LIBRARIANS

NOTICE OF MEETING

WEDNESDAY, JANUARY 23, 1985

Location: Saint Joseph Hospital
1835 Franklin Street
Mullen Building

Hostess: Margaret Bandy

Online Users: 8:45 - 9:15
LOCKHEED DIALOG UPDATE
(Presented by GENE STORTZ)

Coffee: 9:15 - 9:45

Business Meeting: 9:45 - 10:30
- Introduction of guests
- Introduction of new committee members
- Review of minutes
- Treasurer's report
- Committee reports
- Other announcements (to include a discussion of educational needs of CCML)

Break: 10:30 - 10:45

Program: 10:45 - 11:45
JUDY TESSIER from the University of Denver Graduate School of Librarianship and Information Management will speak to the group on library statistics - what to keep, how to keep them, and how to make them meaningful.
The regular bimonthly meeting of the Colorado Council of Medical Librarians was held at St. Joseph's Hospital in Denver and was hosted by Margaret Bandy. The meeting was called to order by the Immediate Past President, Sandi Parker, who yielded control to the new President, Susan Brandes at 9:50 A.M. Susan thanked Sandi and the other outgoing officers for their service this past year.

Guests

Jody Helmer, Membership Chairman, announced that there were no new members or guests present at this meeting.

Minutes of the Previous Meeting:

The minutes of the previous meeting were approved with the following corrections:
On page 1: Elana Heiberger's name is now Elana Hanson.
Cindy Jacob's name should read Jacobson.
Eleanor Krakow's name is actually Krakauer.
The paragraph about Marla Graber looking for contract work on page 3 was the result of a misunderstanding and should be deleted entirely.

Treasurer's Report:

Vicki Milam gave the following treasurer's report.

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<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Beginning Balance</td>
<td>$3,375.99</td>
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<tr>
<td>Income</td>
<td>1241.63</td>
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<td>Expenditures</td>
<td>888.01</td>
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<tr>
<td>New Balance</td>
<td>$3,729.61</td>
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See New Business for the discussion on dues notices.

Committee Reports:

Executive Committee:
Susan Brandes announced the following appointments:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Membership Chairman</td>
<td>Jody Helmer</td>
</tr>
<tr>
<td>Continuing Education Chairman</td>
<td>Nancy Simon</td>
</tr>
<tr>
<td>Member-At-Large</td>
<td>Carol VerValin</td>
</tr>
<tr>
<td>Nominating Committee</td>
<td>Matha Burroughs</td>
</tr>
<tr>
<td></td>
<td>Pat Perry</td>
</tr>
<tr>
<td></td>
<td>Jenny Garcia</td>
</tr>
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<td></td>
<td>Karen Guth</td>
</tr>
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</table>
Continuing Education Committee:

Nancy Simon announced that CCML will sponsor an all day continuing education course this spring in cooperation with the Rocky Mountain Chapter of Special Libraries. Herbert White will speak on "Communications with Management in Special Libraries." The date is April 23, 1985, from 9:00 A.M. to 4:00 P.M. and the cost will be approximately $50.00. The course is scheduled to be held at Aurora Public Library. More information will be forthcoming with the registration forms. Nancy Simon will apply for M.L.A. C.E. credits for the course.

Journal Locator Committee:

Roz Dudden announced that the Journal Locator List has been published and will be available for pick up after the meeting. Those lists that are not picked up will be mailed. Additional lists are available to participants for $25.00, and to outsiders for $65.00. Anyone who would like a second copy can contact Roz Dudden. The invoices for the remainder will be sent out in about two months, after the bill comes from Philsom. Pat Perry did the publicity work for advertising the Locator list and it has appeared in the MLA News and two other newsletters.

Announcements:

Sandi Parker announced that she and Martha Burroughs had met twice with Joy Sandberg at Mountain States Employers Council concerning the adequacy of the job description used there for medical librarians. Sandi and Martha made recommendations for revision, and Joy will pursue getting the description rewritten by the Personnel Section of the Colorado Hospital Association, probably in May.

Jody Helmer announced that an Open House will be held to celebrate the merger of the hospital and school of nursing libraries at Pres. Denver on February 19, 1985 from 1:00 to 4:00 P.M. All are invited.

Jean Stanley from Denver Medical Books thanked everyone for their orders and referrals. She brought order forms to be picked up. She has a part time clerical position open at this time, and would like to know of anyone who might be interested in applying.

Sara Katsh brought some AORN publication brochures and recommended that all operating rooms should have basic publications on hand. She also mentioned that there is a new newsletter called "OR Manager" which is not an AORN publication. She will request information be sent from the publisher to anyone who is interested in ordering. Contact Sara for more information.
Alice Smith brought a duplicates list for Swedish, but noted that it had already been distributed at the last DAHSLC meeting.

Roz Dudden announced that she had won the election for the MLA Nominating Committee. She will be seeking recommendations for people to run for office.

Nancy Simon announced that Roz Dudden will be presenting a paper at the 5th International Congress of Medical Librarianship in Tokyo, Japan. Copies of the paper, which is about library cooperation in Colorado, are available from Roz. Roz has also had a paper accepted for MLA in New York on Philsom use in hospital libraries.

Margaret Bandy announced that there will be a Health Information Providers meeting immediately after the CCML meeting.

Lyn Hammond brought cover slip samples for computer searches that she had printed for use in her library. She also asked for feedback from the membership concerning CCML programming, and asked for suggestions for a site for the July meeting.

**New Business:**

**Dues Notices:**

Martha Burroughs moved that we have a separate mailing as soon as possible which would call for annual dues payment and ask for specific data base expertise to be included in the directory. Gene Stortz seconded. Vicki Milam agreed to contact Fred Dudden to discuss the form the information needs to be put in so that the directory can be printed, and to get labels. Vicki will handle the mailing.

Motion carried.
Library Technology Reports:

Ruth Gilbert moved that $45.00 be added to the $100.00 allocated for the Isabel T. Anderson Collection and that Library Technology Reports be subscribed to for that collection. Nancy Simon seconded. Discussion ensued concerning the content of that publication, and possible alternative sources for it. Margaret Bandy suggested that Denison might consider buying it for their library science collection since the staff there is currently exploring outside funding for their collection. Margaret agreed to pursue that avenue of opportunity and report back to CCML. Ruth and Nancy agreed to withdraw the motion for the present to give Margaret a chance to request it from Denison.

CCML Programming:

Dr. Rogers suggested that Forest Carheart, who developed the Library Technology Project, would be a likely program speaker for CCML since he is retired and now lives in Denver. Lyn Hammond will get in touch with him to invite his participation.

Online Duplicates Exchange:

Roz Dudden announced that DAHSCL has sent up a committee to investigate the possibilities for an online system for duplicates exchange. Mile High Mail is one possibility, and PHILSOM is another. Since all CCML members will have access (at least potentially,) Roz will keep this group informed as to the progress made on that project.

The meeting was adjourned at 10:34 A.M.

Connee Wethey
Secretary
<table>
<thead>
<tr>
<th>Institution</th>
<th>Department</th>
<th>Contact Person</th>
<th>Phone Number</th>
<th>AV format</th>
<th>Subject/series</th>
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</table>

Return this form to:

JoAnne Hagerman  
Denison Library, A003  
4200 E. 9th Ave.  
Denver, CO 80262
Colorado Council of Medical Librarians

CHECK REQUEST FORM

Request Date ____________________________

Please issue a check for the following:

Pay to the order of ________________________________

____________________________

Mail to ________________________________

____________________________

For ________________________________

____________________________

Total amount payable $ ________________________________

Requested by ________________________________

Send this completed form with any receipts to:

Vicki Milam, CCML Treasurer
Denison Memorial Library, Box A-003
University of Colorado Health Sciences Center
4200 E. 9th Ave.
Denver, CO 80262

(Or UCOO - Vicki on the courier)
## EXECUTIVE COUNCIL FOR 1985

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Church</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Past President</td>
<td>Sandi Parker</td>
<td>(Swedish)</td>
<td>789-6616</td>
</tr>
<tr>
<td>President</td>
<td>Susan Brandes</td>
<td>(Luthern)</td>
<td>425-8662</td>
</tr>
<tr>
<td>President-Elect</td>
<td>Lynn Hammond</td>
<td>(National Jewish)</td>
<td>398-1483</td>
</tr>
<tr>
<td>Secretary</td>
<td>Connee Wethey</td>
<td>(Manville)</td>
<td>978-2580</td>
</tr>
<tr>
<td>*Treasurer</td>
<td>Vicki Milam</td>
<td>(Denison)</td>
<td>394-7834</td>
</tr>
<tr>
<td>Membership Chair</td>
<td>Jody Helmer</td>
<td>(Presbyterian)</td>
<td>839-6440</td>
</tr>
<tr>
<td>Education Chair</td>
<td>Nancy Simon</td>
<td>(Rose)</td>
<td>320-2160</td>
</tr>
<tr>
<td>Member-at-Large</td>
<td>Carol VerValin</td>
<td>(Denison)</td>
<td>394-5128</td>
</tr>
<tr>
<td>*LT/LA Representative</td>
<td>Doris Sewald</td>
<td>(Denison)</td>
<td>394-5639</td>
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*Not DAHSEC members

2/8/8