COLORADO COUNCIL OF MEDICAL LIBRARIANS
EXECUTIVE COMMITTEE MEETING
September 10, 1998

The September meeting of the CCML Executive Committee was held at Denison Library on September 10. President Pat Nelson called the meeting to order at 9:05 AM. Other officers present were Glenn Pflum, President-Elect, Catherine Reiter, Past-President, Jerry Carlson, Treasurer, and Sara Katsh, Secretary.

MINUTES

The July 9 Executive Committee minutes were approved and filed as submitted.

TREASURER'S REPORT

Jerry Carlson distributed the report. There had been a question about CCML's profit from the 1994 MCMLA meeting. Jerry's figures show the amount to be $865.97. In a review of the budget, it was noticed that there was no expense listed for the Library Cooperation Committee's member survey. Jerry will consult with Sandi Parker, chair of that committee.

UNFINISHED BUSINESS

Federation Task Force Report
Cynthia Kiyotake was not present. Pat will request a written report from the task force. Pat distributed copies of her report to the task force on actual and estimated CCML expenses and volunteer time in several activity categories. Pat asked everyone to review the document. Barb Hamilton, a member of the CE Committee representing Kristin Louden, noticed that there was nothing listed in the report for CE course costs; she will get this information to Pat. Neither Pat nor Catherine has been able to get information from the last PREZ meeting.

Annual Operating Plan 1998/99
The group made the following changes to the document:
Goal One Objective 8 changed to read as follows:
Investigate incorporating searchable information databases on the web site with data from the Library Cooperation and ILL surveys.
Goal Three Objective 5 changed to read as follows:
Investigate creating and maintaining an Isabelle T. Anderson Collection Recent Acquisitions page on the CCML web site.

Money Market Account
Jerry will investigate.

Reimbursement to Jeff Kuntzman for Council Quotes Costs
Pat will work with Jerry on a more timely method for reimbursement.

Results of E-mail Address Checking
Barbara Wagner distributed a Net Access Status Report created by the Membership Committee with information gathered by Martha Burroughs. There are 5 or 6 CCML members without e-mail addresses or Internet access. It was determined that it would be easy to provide these members with print information.
COMMITTEE REPORTS

Education Committee
Kristin Louden, Chair
In Kristin’s absence, Barb Hamilton reported on the September 16 Evidence-Based Health Care teleconference and on the survey to determine a CE course to be given in late winter or early spring. The committee will meet in October to choose a course based on survey responses (22 so far).

Journal Locator Committee
Sandy Arnesen, Chair
Sandy reported on technical difficulties in printing the Locator. She also indicated that this could be the final year for the Locator, since NLM’s change in the SERHOLD updating method would presumably enable consortia to create subsets online. In addition, the print product is not cost effective.

Library Cooperation Committee
Sandi Parker, Chair
In Sandi’s absence, there was no report.

Membership Committee
Barbara Wagner, Chair
Barbara reported on new members and renewals. New members are Tone Mendoza, St. Vincent Hospital, Billings MT and Marcy Phelps, a DU LIS student. Also, Christine Butler has replaced Deborah Rudnick at the Colorado Foundation for Medical Care. Barbara attended a DU reception for current and prospective library school students where she provided information about joining CCML. She will also be teaching the Information Access and Retrieval course at DU. Committee members have CCML brochures to use for recruiting purposes. The committee will work with Lynne Fox to get the membership form and other brochure information online.

Internet Committee
Lynne Fox, Chair
In Lynne’s absence, Pat reported that CCML budget information is now available on the website.

PROGRAM UPDATES

Glenn reported that he invited Dan Doody to give a presentation and provide refreshments for the annual meeting. He also reported that the October meeting in Longmont will have 2 speakers, to be introduced by Carol McMurry. Each speaker will be given a $20 bookstore gift certificate.

There was discussion of reimbursing Lynne Fox for costs of handouts at her December presentation. Glenn will talk to Lynne about the possibility of posting the handouts on the web for attendees to print.

NEW BUSINESS
Virtual Directory Issues  
Barbara Wagner reported that Sue Coldren is CCML’s representative to the LSTA-funded statewide online directory project. She assumes that Sue will have a report from that group by the October meeting.  
There was also discussion of a database of special libraries and collections created by the DU library school.

Charging for ILL Requests of ITA Materials  
Catherine reported that Denison’s policy of free ILLs of materials from the Isabelle T. Anderson collection has been eliminated because it is unworkable. Since CCML members qualify for free borrowing cards at Denison, they may check materials out if they do not want to pay ILL fees. For members who can do neither, Cooper Wood is willing to check materials out and bring them to CCML meetings. Carole Hirschfield is also willing to check out materials and send them to requesters by mail or courier. Catherine will place an item in the next Council Quotes and add a statement to the website.

Bylaws  
Catherine reported that there is an old version of the bylaws on the website (one of two locations for the bylaws, the other being the archives). Pat will have this corrected. Catherine has determined some possible changes to the bylaws and will work with Pat on a new version. Changes will be voted on by the membership at the April (annual) meeting. A new version highlighting changes in wording, but not punctuation, will be distributed before that meeting.

MCMLA 2000  
Lisa Traditi in attendance. Lisa will attend the MCMLA Executive Committee meeting in Omaha. She has a timeline for the meeting and is working on naming committee chairs. In the next 4-6 months, her committee will work on theme and publicity and will ask for seed money from MCMLA.

ANNOUNCEMENTS  
Barbara Wagner announced the Denver Medical Library’s Informatics Fair, September 24-26, including a reception in honor of Mary DeMund and free access to exhibits. She also announced that Denver Medical Books now has a website.

The meeting was adjourned at 10:30 AM.

Sara Katsh  
CCML Secretary
CCML Executive Committee

Meeting Agenda
Thursday, September 10, 1998
Denison Library Conference Room

Call to order

✓ Approval of meeting minutes of July 9, 1998

Treasurer's report

✓ Old business
  - Federation Task Force Report – Cynthia
  - Money Market Account – Jerry
  ✓ Reimbursement to Jeff for printing costs - Pat

✓ Results of e-mail address checking - Barbara

Committee reports

✓ Education – Kristin
✓ Journal Locator – Sandy
✓ Library Cooperation – Sandi
✓ Membership – Barbara
  Internet – Lynne

Report from President -Elect - Glenn

New business

✓ Virtual directory issues

Charging for ILL requests of ITA materials – Catherine

By-Laws - Catherine

Announcements

Adjourn
EVIDENCE-BASED HEALTH CARE IN ACTION

Teleconference sponsored by MLA, Ovid Technologies, And CCML

The conference will provide fundamental knowledge about the purpose, origin and history of EBHC; will demonstrate the actual practice and process of EBHC, illustrate the roles that librarians are currently undertaking in the process, and provide a starting point for discussion.

Wednesday, September 16, 1998
11 a.m. – 12:30 p.m.

Denison Auditorium
University of Colorado Health Sciences Center
1.5 MLA Credits
$15.00
Registration must be received by September 4, 1998

Registration for “Evidence-Based Health Care”

Make check payable to “CCML” for $15.00 per person

Send completed registration form and check to:

Cooper Wood
Denison Memorial Library, Campus Box A003
University of Colorado Health Sciences Center
4200 E. 9th Ave.
Denver, CO 80262-0003

CCLS Courier Code: UCHSC
Federal ID# is 74-2302398

Your Name: ___________________________________ __
Library /Institution ________________________________ __
Address ______________________ ~------------------
Phone __________________________ E-mail __________________________

Ebh registration form.doc