

2017 OHSLA Winter Board Member Meeting

Friday, January 20, 2017, 2:00 p.m.

Conference call

Board attendees: Sue Phelps (president), Helen Guerrero-Randall (past president), Andrew Hamilton (treasurer), Beth Caldwell (secretary)

Meeting Agenda

1. Minutes from last meeting
2. Treasurer's report
3. CE Webinars
4. Summer meeting
5. Membership - paraprofessionals

Call to order: 2:05 p.m.

Meeting Minutes

Minutes from last meeting: Minutes from last meeting approved.

Treasurer's report: Andrew just sent out treasurer report. As of July 28, 2016 we have \$1850 in checking, \$1100 in savings, still have two CDs. Late registrations and money that came in after the summer meeting were deposited. Payments since last report include payments to summer meeting speaker and catering in July, PNC donation, and Wells Fargo bank fee. Summer meeting registrations brought in about \$1200, and cost for venue was \$1500 and speaker was \$715.

Dues notices will go out at the end of the month. Beth has updated the member contact list. Andrew has renewal list for institutional members. Any institution or member who is current from last year will get a renewal notice unless they informed Andrew of retirement. Sky Lakes will be taken off the list as it is closing its library.

Treasurer's report approved.

Membership drive: Sue and Helen want to revive this project and find those people who are not already members and possibly unaware of the organization. They will do that in the next couple of months, before summer meeting. Helen and Sue will do a conference call to plan further. Should we focus it on individuals or institutions?

Difference between organizational and individual membership: \$25 for individual, \$30 for small institution, \$55 for large institution. These rates have not been changed in a long time. Do we want to consider changing the rates since the number of members is down? There is concern about whether we will continue to be able to sustain the events/meetings at the current rates. Possibly we should change the definitions of large and small institutions. We will talk about dues increase at the summer board meeting.

CE Webinars: These NN/LM webinars happen periodically. Sue attended one and there was 10-12 attendees. They are always available for people to do online for CE. Is there value in getting together to do one with a lunch included? NN/LM potentially pays for the webinar. Getting together may only be interesting to Portland area people. Sue will find out detailed information about the webinars and how the credit works, and look into how many people watch it live/recorded to see if there is a lot of interest. She will send out the info. We can talk again at the summer meeting about webinars. Andrew suggests sending the link out to see if people attend from their own offices, and that spring may be a better time for people.

Summer meeting: Sue talked to the WMLA group and they are having their meeting in a location that would be too far/inconvenient to Oregon members. A joint meeting is not happening this year. Sue talked to Chair of WMLA and they are enthusiastic but they did not want to move their meeting to Vancouver this year. Maybe a possibility for next year.

Options for OHLA summer meeting:

- Could our meeting piggyback on MLA in Seattle? Not sure how many of our members are going to MLA. OHLA would be the only Oregon event for those who don't go to MLA since PNC/MLA is not happening in 2017.
- Go back to Silver Falls? The center has changed ownership and the cost has risen significantly.
- Other suggestions along the I-5 corridor: Oregon Garden. Conference centers at places like OSU, UP, or WWU?
- Conference room at OHSU or WSU-Vancouver, or another hospital, for minimal expenditures.
- Willamette Heritage Center in Salem
- Oregon State Library in Salem

The Oregon State Library seems like a good, lower cost option that is conveniently located to people throughout the state. Sue will get in touch with the person at the state library to find out details and see which Fridays in July are available. Possibly 7/14/17?

Programming for the summer meeting – Tours? Local caterers? CE ideas? Think about topics and Sue will email and we will talk in a month. What are some hot topics in health sciences right now? Get someone from the Oregon Health Authority to speak?

Membership – paraprofessionals: Should we be targeting more paraprofessionals for the membership drive? Would paraprofessionals be an individual level, or included with their institutions? During the membership drive, we will market to not just librarians, but include library techs. Some library techs/paraprofessionals are already on the mailing list.

Website: The website needs to be updated. It currently says 2016 for annual meeting. Candise will be updating the list of members. Andrew will create a blank form PDF and a fillable form PDF for people to register and send it to Candise for posting online. Research into PayPal shows that we need a 501c letter from the IRS in order to set it up. Not sure where the OHLA 501c letter is. A lot of institutional members can't use PayPal, though it would be easier for individual members.

Other action items:

- Another phone call about the summer meeting will be set up in a month.
- Andrew will send Beth the membership list to make sure it matches the email list.

Adjourn: 3:21 p.m.

Submitted by Beth Caldwell