

# WHSLA Fall 2022 Board Meeting Minutes

Thursday, December 15, 2022

1:00-1:40 PM – Microsoft Teams

**Call to order** by Kathy Koch at 1:03 PM.

**Members Present:** Ashley Zeidler, Karen Hanus, Robert Koehler, Dora Davis, Brenda Fay, Eileen Severson, Liz Witkowski, Kathy Koch.

## OFFICERS REPORTS

### President's Report-Submitted by Kathy Koch

#### *Librarian of the Year Award*

Two members nominated Dora Davis for the Librarian of the Year Award “in recognition of her continued service to WHSLA as Professional Development Coordinator.” The award was presented to Dora at an in-person meeting of SWHSL on October 3. Congratulations, Dora!

#### *Library of the Year Award*

No nominations were received this year.

#### *Election*

Three positions were up for election – president-elect and both members-at-large. An email was sent to the WHSLA listserv soliciting nominations and I contacted a few people. Brenda Fay agreed to run for president-elect; this fulfills the requirement to run for office within 2 years of using the professional development stipend towards AHIP fees. Two newer members, Hayley Severson and Claudia Noonan, agreed to run for member-at-large.

An email was sent to 39 WHSLA members asking them to vote in the election. The election was done through a LibWizard survey. Twenty-four members (62%) participated in the election. As all nominees were running unopposed, all three were elected. Thank you to everyone who voted!

Note: Although treasurer Eileen Severson was elected two years ago, the term for that position had become out of sync with the WHSLA guidelines. Eileen agreed to stay in the role for one more year and an election will be held next year to get the term of office back in sync with the guidelines.

#### *Thank You to Outgoing Board Members*

Brenda Fay and Dora Davis, Members-at-Large

Ashely Zeidler, Past-President

### **Secretary's Report and Approval of Minutes.**

Kathy moved to approve. Voted to approve Spring 2022 Board Meeting Minutes. They were approved.

### **Treasurer's Report**—Submitted by Robert Koehler

BEGINNING BALANCE, May 3, 2022 **\$19,943.77**

Expenses, May 3, 2022-December 15, 2022

Google \$ 59.99

**Total Expenses: \$ 59.99**

Income, May 3, 2022-December 15, 2022

Membership Dues \$ 56.43

**Total Income: \$ 56.43**

Balance as of December 15, 2022 -- **\$19,940.21**

### **Members-at-Large Report**

Brenda mentioned that some members miss sharing between members and the WHSLA Wisdom Chats.

### **COMMITTEE REPORTS**

#### **Communications**-Submitted by Brenda Fay

The WHSLA Communications committee manages the list-serv, blog, and website.

The <http://whsla-wi.blogspot.com/> continues as Annie Lipski, Brenda Fay, and Michele Matucheski post regularly. All three will continue to add blog posts in 2023. We welcome additional WHSLA members to write and publish blog posts. Training will be provided. Reach out to Annie, Brenda, or Michele if you are interested. Brenda mentioned she'd like to reach out to all WHSLA members to contribute one blog post, doesn't have to be lengthy. The blog could use some new content and new people posting.

The WHSLA list-serv continues to be a tool to send messages to WHSLA members. 92 individuals are currently subscribed. Allan Barclay is the list-serv Administrator. Less than half

of the subscribed individuals are WHSLA members. There was a suggestion to discuss whether to remove non-members from the list or not during the Business Meeting.

[WHSLA website](#) continues to be powered by Google Workspace/Google Sites. Jennifer Schramm, website administrator, has restored functionality lost after a mandatory Google update earlier this year. Some discussion regarding whether we should continue with Google Sites due to its potential instability, issues with the site itself, updates, etc. Suggestions for other platforms were Squarespace and Wordpress.

Brenda suggested putting together a group to evaluate other platforms and/or revamping the organization of the current site. Will discuss at the business meeting.

### **Professional Development Coordinator**—Submitted by Dora Davis

We continue to work with UW-Madison, MCW and SWHSL so we are not all applying for the same continuing education webinars. We have permission from Region 6 to share webinar codes for the courses with anyone in our region. We've hosted three webinars this year: 1/25, 10/20 and 12/15. The webinar in October was extremely popular and all 25 codes were requested within hours. As of 12/14/22, some of those had not yet been claimed so if you requested a webinar code but have not yet claimed it, please be sure to do that and to complete the attestation statement at the end of the recorded webinar.

We had six people enter their names for the Professional Development awards. The winners were Mini Prasad and Claudia Noonan.

A refresher on the Professional Development Survey results, the topics of highest interest were:

1. Instructional design.
2. Resiliency.
3. Proving your value.

We have shared the results of the survey with Region 6 so they are aware of our learning needs. Look for another survey early next year as this becomes an annual learning needs assessment for our group.

I have been working on an instructional design "chat"/education but have had to pause this while I work on other priorities. I am hoping to be able to include some sort of instructional design program at our next annual meeting.

The WHSLA bloggers have been posting resources for resiliency and mindfulness, if anyone has any ideas please let Dora know.

Brenda asked whether the Professional Development awards needed to be used in the year they were awarded. Yes, they do need to be used within the year. If someone doesn't use the money, can their name be put in the hat again in the next year? All agreed to allow their name in the hat the following year.

**GMR Health Sciences Librarian Focus Group—Dora Davis**

Dora reported that she didn't think they were meeting anymore, has not had any communication regarding the group. They are restructuring the group to include hospital librarian from each state.

**Membership Coordinator—Submitted by Jennifer Schram**

We ended 2021 with 37 members. Currently for 2022 we have 39 members. There were 31 renewing members and 8 new members.

**Midwest Chapter/MLA Representative—Submitted by Kathy Koch**

The group is trying to meet quarterly to share ideas. We met in June and there was an in-person meeting of the state reps who attended Midwest MLA meeting in Indianapolis. The new chair/Representative-at-Large is Stephanie Henderson from the University of Kentucky.

Some of the state groups (Kentucky, Minnesota, North Dakota) are holding in-person meetings this year, but others are staying virtual. We also discussed if CE credit was important to members when attending meetings, and most reported that it was not important for a majority of their members.

**NEW BUSINESS**

**Proposed budget for 2023**

Income

1. Membership Dues (35 @ \$20)	\$700
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<b>Total proposed income:</b>	<b>\$700</b>
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Expenses

2. Website Hosting Fee	\$100
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3. Sponsor 1 MLA webinar	\$450
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4. Librarian of the Year Award	\$100
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5. Library of the Year Award	\$100
6. Annual business meeting expenses	\$60
7. State of WI tax exempt fee	\$10
8. Professional Development Stipend (2 @ \$500)	\$1,000
9. 2023 Online Conference	\$500

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**Total proposed expenses:** **\$2,320**

2023 Budget approved by board.

**Virtual Meeting 2023**

Liz Witkowski offered to assist with the Virtual Meeting. Kathy will put out a call to members to help with the Virtual Meeting, share speaker topics, etc.

Meeting adjourned 1:41 PM.