

1. Call for Archivist

- A non-voting member of the Executive Committee, appointed by the OHSLA President
- Duties, from [OHSLA Policy & Procedure Manual](#):
 - Organize and maintain the archival records of OHSLA in an accessible, controlled climate.
 - Take photographs at meetings for web site, newsletter and archives.
 - Adhere to the OHSLA Document Retention Schedule, page 18 of the [OHSLA P&P Manual](#)
 - [The Ohio State University Medical Heritage Center](#) is the repository for all paper documents and physical objects of OHSLA. [Kristin Rodgers](#) is the current OSU MHC Collections Curator.
 - Every three years, OHSLA Archivist will download all new documents listed on this schedule to DVD. The DVD should be deposited in the Ohio State University Medical Heritage Center.
 - Keep documents as PDF digital format whenever possible.
 - Keep OHSLA documents like minutes, The Voice, bylaws, policy & procedure manuals, photographs on CD/DVD for storage at OSU MHC
 - Artifacts like pins, tablecloths, banners, etc. to MHC
 - Websites are not considered Archives.
- AHIP Points, see <https://www.mlanet.org/page/ahip-point-index#Regional>
- Speak to past archivists, Monique Mason, Judy Griggs or Noreen Mulcahy for more information on the job.
- Email me at dpearso7@kent.edu if you'd like to volunteer

2. KSU MLIS with concentration in Medical Librarianship

- A collaboration between KSU iSchool and Cleveland Clinic to develop a concentration in Medical Librarianship as part of the KSU MLIS degree
- Conversation was begun at OHSLA Spring 2018 Meeting with Dr. Albright
- New Curriculum Consists of:
 - 3 new, 1 credit hour courses
 - HSL Practicum Experience
- Next week, Tuesday, 11/17, Don will meet with Michelle Kraft (Cleveland Clinic), Dr. Rebecca Meehan (Associate Professor), Dr. Meghan Harper (Interim Director) to discuss:
 - Recommended Courses
 - Guidance from OHSLA
 - Survey to Medical Librarians probably through MLA listserv
- Timeframe
 - Now – January 2021 – solicit input from OHSLA and MLA
 - Winter – Fall 2021 – KSU Administrative Procedures and Votes
 - Fall 2021 – Marketing and Recruitment to new program
 - Fall 2022 – First students enter program
- Email me at dpearso7@kent.edu if you have anything to add before next Tuesday's meeting



3. Raising Membership Dues and Meeting Registrations

- OHSLA Bylaws, Article III – Membership, Section 3. Dues shall be established by the membership upon recommendation of the Executive Committee.
- OHSLA Bylaws, Article VIII – Amendments to the Bylaws may be proposed by any member, provided the proposed change is submitted in writing to the Secretary so that it can be distributed at least one month prior to the next meeting. Amendments shall require the affirmative vote of not less than two thirds of the members attending the meeting.
- Goal is always to break even, see budget below

OHSLA Operating Expenses (Non-Meeting Expenses)		
Budget Item	Budget	Yearly
Midwest MLA Event Sponsorship (every 9th year)	2,000.00	222.22
Web Hosting - WildApricot	667.44	667.44
Regular Sydelko Scholarship	500.00	500.00
Midwest MLA in Ohio Year (every 9th year)	500.00	55.56
Executive Committee Meeting	150.00	150.00
Web Domain - GoDaddy (5 years)	110.85	22.17
President Gift	50.00	50.00
Misc	30.00	30.00
Archives	25.00	25.00
Bank Fees	25.00	25.00
Postage and Printing	10.00	10.00
Total Budget		1,757.39
New Dues (55 members)		31.95
New Dues (70 members)		25.11

- Membership Dues
 - Raise the price to
 - \$25 for Membership (currently \$15)
 - \$10 for Library School Students (currently \$5)
 - Special Rates for Unemployed or Retired Members?
- Form a Task Force to Study?
 - Treasurer as Chair, President, one other member?
 - Review other organizations dues
 - Review results of OHSLA Survey of Nov. 2020
 1. Would you be in favor of a modest increase of the OHSLA annual membership dues in order to make sure that OHSLA breaks even on its administrative costs? (Yes/No/Maybe)
 2. What do you think a fair amount would be for OHSLA dues? (slider \$0-\$50)

- Timeline
 - Now – December 2020: Solicit Membership opinions (survey and listserv)
 - January 2021
 - Create proposal for January 2021 Executive Committee Meeting
 - Based on Exec Committee decision, President to draft a letter proposing the change to the Secretary, and then distributed to the OHSLA membership via listserv
 - Spring 2021 – Prepare for OHSLA Membership vote at Spring 2021 Meeting (2/3 of the members at the meeting to vote in the affirmative for measure to pass)
 - July 1, 2021 – Institute new dues at beginning of OHSLA Fiscal Year

4. Email and Google Apps blocking

- Add GMR-OHSLA-Board gmr-ohsla-board@list.uiowa.edu and GMR-OHSLA gmr-ohsla@list.uiowa.edu to trusted or contacts list
- Standards for file sharing and online meetings if we can't use Google?
- Standard ways of communicating
 - OHSLA Listserv
 - Wild Apricot Email System
 - Website – Should we add a What's New? Section to homepage, or a ticker?
 - The Voice and The Voice Blog?

As always, please Email me at dpearso7@kent.edu if you have any comments or questions!

-Don Pearson, OHSLA President 2020-2021

November 13, 2020