



## ***Minutes of HSLG AGM 2014***

**Venue:** Camden Court Hotel, Dublin

**Date:** 10.15am, Friday, May 23<sup>rd</sup>, 2014

**Attendees****Affiliation**

<i>Bradley, Louise</i>	<i>Institute of Public Health, Dublin 8</i>
<i>Callinan, Joanne</i>	<i>Milford Care Centre, Limerick</i>
<i>Carrigan, Marie</i>	<i>St. Luke's Institute of Cancer Research, Dublin</i>
<i>Creavin, Carol</i>	<i>RCSI Library, Dublin</i>
<i>Doheny, Michael</i>	<i>Athlone Institute of Technology, Athlone</i>
<i>Farragher, Louise</i>	<i>ADRU unit, Health Research Board, Dublin</i>
<i>Fleischmann, Isabel</i>	<i>Dublin Dental University Hospital Library</i>
<i>Galvin, Brian</i>	<i>ADRU unit, Health Research Board, Dublin</i>
<i>Halpin, Amanda</i>	<i>Dublin City University</i>
<i>Healy, Jim</i>	<i>Irish Medicines Board, Dublin</i>
<i>Hillis, Grace</i>	<i>St Joseph's Centre, Daughters of Charity Service, Clonsilla, Dublin</i>
<i>Kerrigan, Cathal</i>	<i>University College Cork</i>
<i>Lawler, Fiona</i>	<i>Our Lady's hospice and care services, Dublin</i>
<i>Lucey, Niamh</i>	<i>St Vincent's University Hospital, Dublin</i>
<i>Madden, Anne</i>	<i>St Vincent's University Hospital, Dublin</i>
<i>Murphy, Anne</i>	<i>The Adelaide and Meath Hospital Dublin incorporating The National Childrens Hospital</i>
<i>Murtagh, Noeleen</i>	<i>Food Safety Authority of Ireland, Dublin</i>
<i>O Byrne, Anne</i>	<i>The Rotunda Hospital, Dublin</i>
<i>O' Sullivan, Niamh</i>	<i>Irish Blood Transfusion Service, St James Hospital, Dublin</i>
<i>Patton, Trish</i>	<i>Irish College of General Practitioners, 4/5 Lincoln Place, Dublin 2,</i>
<i>Rooney, Catherine</i>	<i>Nursing and Midwifery Board of Ireland (NMBI)</i>
<i>Rowan, Caroline</i>	<i>University of Limerick</i>
<i>Smith, Breffni</i>	<i>RCSI Library, Beaumont Hospital.</i>
<i>Stokes, Diarmuid</i>	<i>UCD Library - College of Health Sciences</i>
<i>Walsh, Geraldine</i>	<i>The Rotunda Hospital, Dublin</i>

**Apologies**

*Bennery Rickard* *HSE National Shared Services, Dr. Steevens Hospital.*

Brian Galvin welcomed all attendees

**Item 1: Minutes of AGM held on 12<sup>th</sup> April 2013:**

Brian Galvin proposed these as accurate and Michael Doherty seconded; no objections.

**Item 2: Any matters arising from not covered elsewhere on this agenda**

There was a proposal before the AGM from Aoife Lawton, Niamh O' Sullivan and Anne Madden: there was a copy of this proposal in each delegate pack: The title of the proposal was: 'Health Science Libraries Group Advocacy Statement on Access to Web Tools for Health science librarians and information professionals working in Ireland'

Niamh O' Sullivan read out the proposal to the assembled delegates as below

The Health Science Libraries Group a section of the Library Association of Ireland recommends that

- "All librarians and information professionals working in the public health system in Ireland should be supported by their employers through the provision of high speed unrestricted (?) Internet access.
- Internet access should include access to social business tools, web tools, social media sites, medical, nursing and allied health websites and websites that support literature searching at an in-depth level.
- A sample of websites is available from the HSLG upon request.
- This recommendation is aligned to a recommendation by the European Association for Health Information and Libraries (EAHIL) EAHIL Web Tools Advocacy Statement"

It was suggested that the HSLG, with feedback from all HSLG librarians affected by the issue, compile a definite list of necessary and blocked web sites. This list can then be presented to relevant IT managers with the HSLG recommendations.

Niamh O' Sullivan proposed the motion and Louise Farragher seconded, it was passed with unanimously by the delegates present

**Item 3 Reports from officers**

**3.1: Chairpersons address:**

**Address by Brian Galvin**

Brian Galvin spoke briefly on the HSLG hosting of International Congress on Medical Librarianship (ICML) in 2017 and signalled that Louise Farragher would speak on this topic later. Brian stated that this congress will be the biggest event ever hosted by the HSLG and we will need a strong organising

committee. Brian Galvin also expressed satisfaction that two new members have agreed to join the HSLG committee.

### **3.2: Treasurers Report**

#### **Report by Anne Murphy:**

Anne Murphy read out the financial report as below. Anne also thanked all delegates for their support and also the support of our sponsors which is very important to the HSLG.

#### **Treasurer's Report 2014**

#### **Statement of income vs expenditure for 2013 for the HSLG**

#### **Prepared by Anne Murphy, Treasurer, HSLG. 21st May 2014**

In 2013 the HSLG finances were healthy, showing a positive balance. The HSLG account ended 2013 with a credit balance €22,652.

HSLG continued to support librarians by granting bursaries to enable them to act as advocates for the group and develop their professional portfolios.

The positive balance recorded in the accounts is due in part to a Committee decision to run cpd and the conference on a cost-neutral basis. HSLG would like to thank members for their continued support of the group's by attending the CPD courses and the Annual Conference. And we would like to thank our sponsors for their support of the Annual Conference.

HSLG accounts were sent to LAI auditors in January and approval is anticipated. The HSLG set up its online account in 2013 and in 2014 plans to start paying by electronic fund transfer where it can, instead of by cheque

#### **Health Sciences Libraries Group Income vs Expenditure: From 1<sup>st</sup> January 2012 to 31<sup>st</sup> December 2013**

<b>Income</b>	<b>€</b>
Conference 2013	20263.31
CPD	1720.00
<b>Total income</b>	<b>21983.31</b>

  

<b>Expenditure</b>	
Conference 2013	5851.90
CPD	1523.23
Bursaries	2431.33

CPD Survey	200.00
Website	550.00
Basecamp, regonline subs	621.94
SHELLI Implementation	2736.05
Bank charges	11.30
Joint Event HSLG / ASLG	506.85
<b>Total expenditure</b>	<b>14432.60</b>

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<b>Grand total</b>	<b>7550.71</b>
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Balance in HSLG account 31 Dec 2012	15,692.22
<b>Balance in HSLG account 31 Dec 2013</b>	<b>22,652.77</b>

### **3.3: Communications officer report.**

#### **Report by Breffni Smith:**

Two editions of HINT were published last year. Breffni mentioned the success of the HSLG mailing list and stated that all contributions to the list are appreciated

Also in her role as communications office Breffni has worked on the HSLG conference this year with Louise and the committee. Another aspect of the communications officer's work this year was Breffni's work with the National Clinical Effectiveness Committee (N.C.E.C.). Breffni mentioned that templates have been drawn up for management and that also an online forum was created on the N.C.E.C. website to enable clinicians to contact librarians for professional searching support, via online request. These support requests are at present going to Breffni Smith and one other person in the first instance and they allocate the requests to the Librarian support team based on location mainly and other criteria such as databases availability. There are 14 librarians on the N.C.E.C. guidelines development support team, from varying locations and with different resource. A standardized search protocol is used; however access to Embase can be a problem. A standardized results format is used. Abstracts are sent, not full text, this is due to licencing considerations, statistics are also taken. The N.C.E.C. and the Dept. of health will give training, firstly to the 14 librarians already signed up and will also offer training to other interested parties. Breffni made the point that some librarians are working with guidelines development in-house in their own workplaces and that's fine also. This work with the N.C.E.C. will help to raise the HSLG profile as a group.

Breffni also mentioned that if any other HSLG librarians were interested in joining the team they are welcome. There are enough people working on the project to ensure that no person will feel pressured to do any particular assignment and also any team member can take a break at any time.

It was stated that this is not a document delivery service and that for this the clinical teams can go to their own institutions.

Comments from the floor included appreciation to Breffni and the Librarian support team for the work they are doing to contribute to health quality and advocacy. It was suggested that there might be scope to add a HSLG label to the work. Niamh O'Sullivan from the floor volunteered to join the librarian team. It was also asked from the floor and confirmed that National Cancer Control Programme is nationally coordinated and it was suggested that there is scope for cooperation between this body and the N.C.E.C.

### **3.4: CPD Report**

#### **Report by Anne Madden**

The CDP event "The Researching Librarian" – an interactive workshop with Prof. Mike Clarke took place on 23<sup>rd</sup> May 2013 in Trinity College Dublin. This was a very relevant and well-presented talk. This workshop filled quickly and feedback was resoundingly positive.

Over the summer, the biennial HSLG/A&SL CPD Survey took place. This year, the management of the survey was opened to Librarians who were recently qualified and/or were currently unwaged. A small completion fee was agreed, and Sarah Nolan was the person chosen to carry out the survey. It was felt the survey was very well done.

The final CPD event of 2013 was the popular "Digital Preservation Workshop" which took place on 1<sup>st</sup> November in the RIA. This was a DPC/A&SL/HSLG sponsored workshop led by William Kilbride and proved very popular.

A CPD event coming up later is the "MAXIM" course, '*Maximising the impact of your library service*', which was postponed earlier this year, this will now take place at the end of June. This is an e-learning course, managed and certified by the University of Sheffield. This topic was suggested from a previous CPD survey and is very relevant. This course is supported by the HSLG (HSLG are offering part-bursaries of €145 to members who wish to participate) and the A&SL. Anne Madden encourage delegates to consider participating in this course.

It is anticipated that a CPD course on critical appraisal / core competencies will be arranged circa November 2014, also Diarmuid Stokes will shortly give a talk (i.e. at the conference on 23<sup>rd</sup> May 2014), on Endnote and reference management. Anne Madden thanked all who had been involved in CPD course over the last year and stated it would be good to have more people on the CPD committee and that this would generate fresh ideas.

Brian Galvin commented that Anne Madden is now working on her own on the CPD committee, whereas it used to be a big group, HSLG members can join the CPD group anytime, also as the group is well established there are procedures and templates in place and usually one person takes charge

of just one event per year. Brian asked delegates who might be interested to think about joining the CPD group.

### **3.5: LAI Executive Board.**

It was stated that the HSLG does not currently have any members on the LAI Executive Board. Anne Murphy did attend as an observer last year and will investigate if it is possible to join the LAI board this year. It was suggested that although we currently have a good relationship it would be good to have stronger links with the Library Council

### **3.6: Shelli Working Group**

#### **Report by Anne Murphy**

Anne Murphy spoke of the thirty Shelli recommendations which are divided into three main themes or strategic aims, these are: identify champions and promote visibility; build a body of evidence; and staff and service development. Anne stated that 13 of these recommendations are already reviewed by the Shelli working group.

The theme of identifying champions and promoting visibility has been the subject of a Shelli event on March 14<sup>th</sup>. There has already been a meeting on the second theme 'Building a body of evidence' and Anne's said that this had also informed her section of yesterday's conference presentation 'Making Evidence Evident'. Anne mentioned that promotion is an important strand for Shelli and to celebrate what we as health librarians do, in areas such as evidence based research. We are already, as a professional body good at marketing ourselves in spite of low monetary resources available to us for this.

Anne mentioned that the Shelli working group has now fallen in number from eight to five, however the work for the next theme of building a body of evidence is important as it promotes recognition of the 'value for money' and of the impact of health Librarians. Regarding theme C (staff and service development) Anne stated that as a professional group we need to be promoted and championed.

### **4: Election of members**

#### **Report by Michael Doheny**

4.1: Secretary's report: There were seven committee meeting since the last AGM in 2013.

4.2: Election of Members

Michael Doheny and Anne Madden are in the middle of a two year term.

HSLG committee members re-nominated for a two year term

Anne Murphy: Proposer: Michael Doheny. Seconder: Louise Farragher

Brian Galvin: Proposer: Michael Doheny. Seconder: Anne Murphy

Breffni Smith: Proposer: Louise Bradley. Seconder: Anne Murphy

Louise Bradley: Proposer: Michael Doheny. Seconder: Breffni Smith

There are two new HSLG committee members

Caroline Rowan: Proposer: Marie Carrigan. Seconder: Isabel Fleischmann

Diarmuid Stokes: Proposer: Louise Farragher. Seconder: Niamh O’Sullivan

Brain Galvin announced that he was stepping down as HSLG chairperson, there was applause for his long performance in the role by the delegates present.

**4.1: AOB:**

Louise Farragher gave a report on the HSLG bid to host the 12<sup>th</sup> International Congress on Medical Librarianship (ICML) in 2017.

Louise informed the delegates that Aoife Lawton and Louise Farragher (in consultation with Brian Galvin) had sent a proposal to host the 12<sup>th</sup> International Congress on Medical Librarianship (ICML) in 2017 in Dublin and that it had been accepted.

A formal proposal has also been sent to EAHIL to co-host the event and other medical library bodies will be also approached. Approximately 500 delegates are expected. It was stated it would be good to have EAHILs input and help with planning the large international aspect of the congress. It was mentioned that there was no formal feedback from EAHIL as yet, but informally there is feedback that they are interested in co-hosting this event with HSLG.

Louise Farragher also mentioned that Irish scholarly content would be needed for the congress and that a request for proposals would be sent. It was mentioned that it is good to see Irish Medical Librarians being published at international level and that hopefully this upcoming Congress will reflect that.

There was a short discussion on possible venues and the conclusion was that a combination of some use of the convention centre with a University campus for CDP breakouts would be a good approach. Dublin Castle (used for EAHIL 2009) would be too small for this Congress. Perhaps HSLG can negotiate a special rate through its members

Jim Healy from the floor agreed that the convention Centre was a good choice and also recommended that the Department of health might be approached for sponsorship

Brian Galvin then thanked the two new committee members for joining with applause from the delegates present.

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