



**Hospital Library Services Program Advisory Committee Meeting
Wednesday, August 25, 2021 at 11 AM**

Minutes

Present: Jean Jenkins (Lourdes); Matt Roslund (Bassett); Cassey Cornish (Cayuga Medical); Molly Brown (SCRLC)

Excused: Neyda Gilman (Binghamton U); Danielle Zavada (UHS Wilson);

1. **June meeting minutes** – approved
2. **Grants 2021-2022** –
 - a. Since the committee met in June, it became apparent that we needed to provide grants to our individual hospital members, rather than using the money to purchase additional resources.
 - b. A budget was devised, grant proposals have been sent, and are being returned (due date, September 30, 2021). Molly is working to make sure memberships dues are paid before disbursement requests are sent and is checking to make sure the proposals fall within the parameters of the grant awards.
3. **Retreat Activities** –
 - a. The committee agreed with the Activities that were devised for the Board to review on September 10, 2021. Molly sent the document to the director for the Board meeting.
4. **Virtual Field Visits** – Molly is continuing to set these up through the fall.
5. **Around the Table** –

Cassey:

- Very busy at the hospital
- They are onboarding new providers
- 23 residents are doing their rotations and using the library services
- The CME program will restart, after the summer break, September 3, 2021.

Jean:

- Has restarted her library blog – she has 8 new posts and plans to send out a newsletter to Lourdes staff with links to the posts monthly.
- She is waiting for the UNYOC call for proposals to be announced in order to submit a proposal for a poster.

Matt:

- Completed the annual library survey for Bassett and is analyzing the results. Although the results were very positive, he sees that there is a need to increase marketing for the library.
- He is attempting to work on setting up virtual field visits of his own with the other libraries/liaisons at the satellite hospitals of Bassett (Fox, O'Connor)
- He is very involved in the budget process which is new to him this year, as Laura took care of it previously.

Next meeting in early October – Molly will send Doodle poll.

Notes taken by Molly Brown