



**Hospital Library Services Program Advisory Committee Meeting
Tuesday, January 15, 2019, 1:00 p.m.**

Minutes

Present: Laura Dixon (Bassett); Cassie Cornish (Cayuga Medical); Neyda Gilman (Binghamton U); Jean Jenkins (Lourdes); Molly Brown (SCRLC)

Excused: Catherine Knapp (UHS); Brad Zehr (Guthrie); Mary-Carol Lindbloom (SCRLC)

1. **November meeting minutes** – approved, with one minor clarification. In the “Around the Table” section, replace Neyda’s statement: “The nursing program is still going, but due to budget cuts, it has slowed down” with “The nursing program is still going strong, but due to budget cuts **new programs have been delayed.**”
2. **Grants to individual libraries** – members were reminded to use up money by March 31, 2019. Jean asked about form for expenditures reporting, as well as a due date to submit to SCRLC to report how grant money was spent. Molly will send out the final report forms in February, with a deadline for returning by May 15, 2019.
3. **Electronic Resources:**
 - a. Journal of Urology – The question was whether to purchase the archive of Journal of Urology for the one-time cost of \$2995. After looking at usage statistics of our other journals for the past year, to determine how much they were accessed (focusing on the requests for articles published before 2011), the numbers were low. Thus, all agreed that we use the coverage we have for the first year and ILL any articles needed for coverage we do not have (prior to Feb 2015). We will revisit the number of ILL requests for older articles, as well as usage of Urology, when the time comes for the committee to review our electronic resources for the 2019-2020 cycle.

4. **Update about LibGuide** regarding *Evaluating Credible Medical Information*. A preview will be sent to the committee when the guide is ready, for input from members, before it is published on our website for our library community.
5. **Reminder of the Health & Wellness webinar series** kicking off on Jan. 24 at 10 AM with the first topic being *Self Care for Librarians*. Molly encouraged all to register, as well as gave a brief overview of the additional webinars we will be offering as part of this series.
6. **2019 Goals:**
 - **Survey** for physicians/nurses/non-library staff/admins in hospitals about their library services. Several of the other NY councils are interested in working with us on this (Central, Eastern, and Western). All present agreed we should proceed and the data we collect may help us in the marketing plan (below). Molly will reach out to the councils interested to see if a small group can work on creating the survey design and questions. The HLSP committee will review the survey before it is sent out to all HLSP member hospitals. Several members felt they could send it through their library intranets or hospital e-mail. Cassie and Laura said they would be happy to supply questions they have used in previous satisfaction surveys for library services in their hospitals.
 - Creating a **marketing plan** for our HLSP libraries to assist with outreach, continuing education, etc. The survey could be a good place for us to get raw data and help us in formulating a marketing plan that may address the issues reported back to us. We will return to this after we collect data, and determine how to proceed.

7. **Around the Table:**

Neyda – nothing to report at this time

Cassie – learning more of the system, now that Ward is gone. Additionally, undergoing CME reaccreditation, due 1/31.

Jean –is going through CME reaccreditation; reports are due in April.

Laura – nothing at this time

The committee agreed to meet 4 times per year, unless a situation arises that needs to be addressed sooner. The next meeting will be in April. Molly will send out doodle poll for dates and times. An agenda will follow a week before the scheduled meeting.