

Health Libraries Group of CILIP

Minutes of the meeting held at CILIP, Ridgmount Street, London
Farradane room, Wednesday 24 June 2009

Present

Gary Birkenhead	Lori Havard
Pauline Blagden (chair)	Sarah Lawson
Richard Bridgen	Frank Norman
Elise Collins	Julie Ryder
Helen Elwell	Maurice Wakeham
Helene Gorrington	Jennifer Wilkinson
Maria Grant	
Emily Harker (minutes)	

1. Apologies for absence

Received from Chris Thornton, Imrana Ghumra, Andrea Lane, Helen Buckley Woods, Heather Chesters, and Jane Shelley.

2. Minutes of the last meeting and matters arising

The minutes were accepted as a true and accurate record of the meeting

No responses about the oral history project. No more to be done at this time.

Leslie Morton Memorial Fund.

FN has been in touch with the trustees and laid out HLG's wish for the money to be removed.

Action: PB to write a letter to chase trustees on this matter.

Thanks to JR for her work in compiling Annual Report

Action carried over: JR to set up a CILIP HLG email address for incoming communication.

3. Chairs Reports

Branch and Group Meeting 23/03/09

Lots of common issues e.g. rules and communication routes but these appear to be in hand at CILIP

CILIP and Branch / Group relationship in terms of policy still needs more clarification it is slightly adhoc at the moment.

There is another meeting in September

Health Strategy Group

This is a big issue for health libraries. NHS Evidence has stated that it doesn't have a professional leadership role. Support for HILL report is unclear at this time.

Partnership working with UHMLG

Betsy Anagnostelis, UHMLG Chair, has been in touch to look to working closer with HLG. Possible suggestions given included CPD and the Core Collection publications. PB has put Betsy in touch with HG. UHMLG have welcomed a representative from HLG to attend UHMLG. EH and MW are attending.

4. HILJ

Impact Factor 0.939 (30th in a group of 61 titles).

MG reported that the editorial team are currently reviewing policies and practices.

MG would like to acknowledge and ensure ongoing relationships between HILJ and HLG. MG invited the committee to become reviewers for the submitted articles as one way of maintaining this link.

Action: Committee to sign up to become reviewers

<http://mc.manuscriptcentral.com/hilj> NB. You will need to create an account and then can choose to become a reviewer.

The committee welcomed Alison Gridley from Wiley Blackwell who gave an overview about the subscription costs and charges. Announced that there would be a 6% increase in single year subscription charges for single institutions (consortia charges are calculated differently).

It was noted that marketing has not been done as effectively as it could have been recently due to changes staff. This will be looked at closely going forward.

PBo provided by email a quote for a new laptop for editorial work and the committee agreed in principle to £500 pounds towards a replacement.

Action PB: to contact Alison Gridley to ask for a contribution from Wiley Blackwell.

5. Newsletter

EC has received feedback to say that the Newsletter is interesting and informative. Please could committee forward any comments about developments to EC.

6. CPD

8 new members to the group noting that at the moment the representatives are predominantly from the NHS. HE has been in contact with UHMLG to ask for a

representative to talk to them about academic librarian challenges and discuss how the CPD group can help. CPD group are looking to recruit a representative from CHILL.

Changes to the HLG bursary – it is now quarterly at £250 to try to encourage more people to apply.

Concern was raised about capacity of CPD panel if they are expected to judge Leslie Morton Memorial Fund in addition to their ongoing commitments.

Action: FN to check rules to see who should judge this bursary

Have appointed conference director and programme lead Pip Duvall and Steve Glover.

Action: HE to ask for an update re venue and dates for next meeting as well as ongoing reports for further committee meetings.

A chair is needed for Andrew Booths session on the Wednesday of Umbrella before the AGM.

Action: Please inform PB if you can chair the session.

7. Membership and publicity

Currently there are 1529 members of HLG with the following breakdown, 5% under 30, 40% 50+, 16% 60+ age ranges. Of these 19% are male and 36% are from London or the South East. This is similar to CILIP overall.

CILIP do not have data about market comparisons e.g what is the profile of the LIS profession as a whole to enable us to check our position.

We currently have 461 subscribers to the JISC email list and 666 members who receive the email from CILIP. The overlap is not known.

Discussion led to the conclusion that for the time being we should focus on the active members of HLG.

Action: Publicity co-ordinator post still needs to be filled. If someone on the committee wishes to volunteer please contact GB otherwise he will advertise this elsewhere.

8. HLISD

SHALL (Strategic Health Authority Library Leads) appear to be interested in taking this on board.

9. Subject group reports

IFMH – have recently held a study day. This went well and had good speakers, articles from this day will be published in INFORM.

LfN – LH reported that LfN have new committee members. RCN will be holding a study day 27/11/09 at the RCN London on Web 2.0

HLG Wales – LH reported new committee members from diverse backgrounds. They are holding a joint day with CYMAL Wales – Health information for non health librarians. This is CYMAL funded, free to attend for South Wales residents and there are 33 registered at this point

10. Website

There was a discussion about holding old information ‘archive’ on the CILIP website.

Action: PB to investigate the CILIP archive policy.

11. Core collection

Briefing paper was circulated in May to ask LIS professionals to provide comments on suggested publications. Found Library Thing to be very usable and recommend that future core content publications have a core working group.

12. Business Plan

Following the successful away day a number of strategic aims, actions and responsibilities have been formulated. See below:

Strategic Aim 2009 – 2012	Actions 2009 – 2010	Responsibilities
Clarify identity	<ul style="list-style-type: none"> – Review of all existing statements HLG has put about itself 	Richard Bridgen Others: Honorary Officers
Providing services	<ul style="list-style-type: none"> – Develop a rolling programme to review and consider new services – Closer links with HILJ – Create a budget for 2010 	Lead: Helen Elwell Lead: Maria Grant Lead: Heather Chesters
Process for advocacy	<ul style="list-style-type: none"> – With CILIP develop a flowchart that is robust and ensures rapid responses – Develop HLG position on key issues 	Lead: Pauline Blagden Others: Maurice, Sarah
Improve communication	<ul style="list-style-type: none"> – Develop a strategy – Review current methods of communication and identify how HLG communications could be improved 	Lead: Gary Birkenhead Others: Julie, Maria, Elise
Better understanding of current and potential membership	<ul style="list-style-type: none"> – Write brief to commission research (this will includes services) 	Lead: Gary Birkenhead

Action: PB to develop the above into a Business Plan

13. Ideas and Advocacy panel

There will be a meeting with Gillian Leng in November following the work done by the Health Strategy Group.

CILIP have requested feedback (one per group) about a Survey on Libraries & Librarians and Learning.

Action: MW to send survey to members and ask for replies to be sent to PB

15. International

HG has requested monies from EBSCO re MLA bursary. There is a blog available about the trip and the report will be in the next newsletter.

16. Treasurers Report

The work on finalising the 2008 accounts has been completed by Richard Parker and the 2008 accounts have been audited by the Treasurers for LfN and IFMH. Thanks are recorded to Richard Parker, Claire Constable and Kath Wright for completing this work.

CILIP capitation was received in April - it is a similar figure to last year

We have received £20,246.90 for HILJ royalties (compared with last year's figure of £18,903.00). Total income for HILJ 2008 (£122,799) was 6% higher than income for 2007. Costs increased slightly, mainly because of the cost of the sponsored supplement. Overall profit increased by 3%.

Action: MG to check the % split of HILJ between Wiley and HLG and status of contract.

17. AOB

Legal deposit of Group publications

There is a note in BNG newsletter 14 about storing copies of publications.

Action: MG and EC to follow this up

Research in the Workplace

The last recipients have asked to withdraw from the award. It was agreed at MGs request that this money be carried over to the next award in autumn 2009.