

**COLORADO COUNCIL OF MEDICAL LIBRARIANS**  
**GENERAL ASSEMBLY BUSINESS MEETING**

September 26, 2012 | Morgan Library, Colorado State University

1. Called to order, Melissa Kovac, 10:35am
  - a. In Attendance:
    - i. President Elect, Melissa Kovac
    - ii. Treasurer, Erin Palazzolo
    - iii. Secretary, Peggy Cruse
    - iv. Parliamentarian, Jerry Carlson
    - v. Awards Committee Chair, Lisa Traditi
    - vi. Education Committee Chair, Melissa DeSantis
    - vii. Internet Committee Chair, Jeff Kuntzman
    - viii. Membership Committee Co-Chair, Melissa Kovac
  - b. Absent:
    - i. President, Dana Abbey
    - ii. Bylaws Chair, Shandra Protzko
    - iii. Library Cooperation Chair, Sara Katsh
    - iv. Membership Committee Co-Chair, Debra Taylor
    - v. Nominating Committee Chair, Lilian Hoffecker
  - c. Guests:
    - i. Ruby Nugent, Education and Reference Department, Health Sciences Library
    - ii. Dr. Shimelis Getu Assefa, Professor at Denver University's LIS program
2. Approval of April 2012 minutes, Peggy Cruse
  - a. Copies of the minutes were unavailable at the time of the meeting; they will be approved at the November meeting.
3. Treasurer's report, Erin Palazzolo
  - a. August and September reports were circulated.
  - b. Lisa moved to approved.

- c. Melissa seconded the motion.
  - d. No discussion; all members voted in favor to approve.
4. Committee Reports:
- a. President-Elect, Melissa Kovac
    - i. The next general meeting will be Nov. 16<sup>th</sup> at National Jewish Health, in the Molly Blank building, room J103.
    - ii. The CEO from the organization, Dental Aid, will speak on the provision of dental care to underserved people.
  - b. Secretary, Peggy Cruse
    - i. Peggy will distribute previous meeting's minutes to all members via email before each general assembly meeting so that members can approve them during the meeting.
  - c. Treasurer, Erin Palazzolo
    - i. The Executive Committee will vote on the 2012-2013 CCML budget via email.
    - ii. On September 28, 2012, at 5:00 p.m., Dana Abbey emailed all members of the Executive Committee for a vote to approve the 2012-2013 CCML budget. Debate and voting continued until September 30, 2012. On October 1, 2012, the 2012-2013 CCML budget was approved with a vote of 10 for, zero against.
  - d. Awards, Lisa Traditi
    - i. The Awards Committee will be accepting nominations for the Library Championship Award. Please send responses to Lisa by October 5<sup>th</sup>.
    - ii. Also, think about who would be a good candidate for the Marla Graber Award.
    - iii. Information about the awards is available on the [Awards Committee](#) and the [Marketing and Advocacy](#) webpages.
  - e. Bylaws, Shandra Protzko (no news)
  - f. CQ Blog, Dana Abbey (no news)
  - g. Education, Melissa DeSantis

- i. The DVD from April's webcast has been routed to 7-8 members and will be coming back to the Health Sciences Library collection soon
    - ii. They are still awaiting news about the November MLA webcast and will keep CCML posted.
    - iii. They will be soliciting applications for the professional development fund soon, once the fund amount is verified by the executive committee. If you plan to attend CE or conferences, keep this in mind.
  - h. Internet, Jeff Kuntzman
    - i. The former Marketing and Advocacy Committee's page has been revived on CCML's website. It's under [Resources](#) > [Marketing & Advocacy](#).
  - i. Library Cooperation, Sara Katsh (no news)
  - j. Membership, Melissa Kovac (no news)
  - k. Nominating, Lilian Hoffecker (no news)
  - l. Consumer Health SIG, Dana Abbey (no news)
  - m. Fundraising SIG, Lynne Fox (no news)
- 5. New Business
  - a. Discussion about the transition of CCML's website to Wild Apricot (WA)
    - i. We currently pay ~\$55/month for current website; CCML would fit into plan with WA for ~\$255/year.
    - ii. There has been interest among executive committee members to move to WA:
      - 1. Anyone could edit content
      - 2. Online event registration would be available
      - 3. Members could pay dues online (Erin and Melissa K noted this would be a large improvement)
      - 4. Core documents could be kept and edited online
      - 5. MCMLA uses WA and Lisa Traditi noted its convenience

- iii. Privacy concerns – member information would be protected because users would have to log in to see any contact information.
  - iv. Migration issues:
    - 1. Jeff anticipates content migration could be finished in 3 months
    - 2. If there's a cost savings in switching to WA, the money could potentially be used to hire an intern (LIS student) to do the work.
    - 3. Or, each Committee could be held responsible to convert their own pages.
  - v. Does WA allow vendor advertising? This could this be a possible form of revenue generation.
  - vi. Lisa Traditi moved to approve the transition to WA with the stipulation that the executive committee will determine how to handle migration issues.
    - 1. Melissa Kovac seconded the motion; no further discussion.
    - 2. Motion approved.
- b. Annual Operating Plan
- i. Peggy moved to approve.
  - ii. Erin seconded, no discussion.
  - iii. Motion approved.
- c. HSL digital repository
- i. HSL and other University of Colorado campuses, along with CSU's Library are sharing software for a digital repository, called Digitool. Jerry Perry proposed that Digitool be made available to preserve CCML documents and make them publically accessible. Digitool can hold a variety of digital files, including images, PDFs, sound, audio, and video files.
  - ii. The Executive Committee is developing a strategy to preserve certain CCML documents.

## 6. Announcements

- a. Addie got a full time job with the USDA! Congratulations! She will remain a member of CCML.
  - b. Rocky Vista University will have annual research day in May where student posters and presentations will be on display. This year's theme is microbiology. If you have students or faculty that would be interested in participating/presenting/attending, all are welcome.
7. Motion to ajourn, Peggy
- a. Adjourned 11:21am