



Annual General Meeting of
The Ottawa Valley Health Libraries Association /
Association des Bibliothèques de la santé de la Vallée de l'Outaouais

Joule HQ - 1031 Bank Street, Ottawa, ON Canada K1S 3W7
Monday, September 30, 2019
5:00 – 6:30pm

Present: Elizabeth Czanyo, Cait Ford, Jeff Mason, Alex Hickey, Sarah Visintini (Chair/Recorder), Sandra McKeown, Margaret Sampson, Cathy MacLean, Debbie Ayotte, Danielle Rabb, Kelly Farrah, Nan Bai, Tamara Rader

Minutes:

1.0 Welcome and introductions

2.0 Approval of Agenda - Approved

3.0 Approval of AGM Minutes from October 18, 2018 - Approved

4.0 Reports from the OVHLA Executive

4.1 President's Report – Sarah V

- Executive has been running at very low capacity (Sarah and Alex, Sarah off for the spring/summer for maternity leave) and the conference this summer was everyone's focus, besides Professional Development Award creation no major activities to report.
- Professional Development Award - Alex, Jeff and Margaret finalized the award criteria and a call was made in the spring, but no applicants came forward. Group is hopeful that future calls will be more successful when the membership isn't putting on a conference.

4.2 Treasurer's Report – Alexandra Hickey

- Membership renewal for 2019-2020 is steady with a total of **6 Institutional** and **8 Individual** renewals.
- **Bank account balance is currently \$5,082.90.** OVHLA accepted to pay for the CHLA 2019 Volunteer After-Party which came to a total of **\$596.98.** CHLA will be reimbursing our chapter in October/November 2019.
- As hosts of CHLA 2019, our chapter will be receiving **\$1600** from CHLA.
- We will be changing our account to a "Not-for-Profit" business account. We are looking at a **savings of \$12 to \$30/year.**

5.0 OVHLA Executive Elections

- Kelly Farrah volunteered for Chapter President and was accepted by acclamation. Her term will run from 2019-2021
- Jeff Mason volunteered for Continuing Education Coordinator and was accepted by acclamation. His term will run from 2019-2021



- Margaret Sampson volunteered for Secretary and was accepted by acclamation. Her term will run from 2019-2021.
- Alex Hickey kindly agreed to serve another year as Treasurer. Her term will end next fall (2020).

6.0 President's Award winner

- Presentation to Jeff Mason from CADTH.
- Many submissions for Jeff from the membership, citing his leadership and teamwork in Chairing the 2019 CHLA Conference Planning Committee - thank you for your service Jeff!

7.0 Roundtable Updates

Canadian Medical Association (CMA) Library and Archives

- CMA will be moving into new offices in November 2019 at Blair Place and will have a small physical library space with lots of natural light.
- We've updated the interface and functionality of the [CMA PolicyBase](#) – a database of CMA policies and submissions to government. The database content is also searchable from the site search on the [CMA website](#). There is an internal version of the database with more detailed records for staff. The internal database also provides staff with access to a wide variety of other types of information or documents published by CMA: grey literature, Board minutes and reports, proceedings of the annual meeting, a database about CMA past presidents and a database that contains information about CMA artwork. A third public-facing site was developed to host the results of [CMA's Physician Workforce Survey](#). Currently the 2017 results are posted with 2019 results to be posted sometime in the month of October 2019. CMA worked with [Andornot](#) to develop these new sites and the databases are hosted in the cloud with Andornot.
- Starting in 2019, a piece of information pulled from the CMA Archives is presented at the monthly staff meeting.
- CMA has hired a records manager to undertake the process of creating a records management program. The CMA Library and Archives staff are involved.

CADTH

- Upgrade of DBTextworks for the library catalogue and Grey Matters checklist
- Integration of Endnote into our processes and continued training
- Shaila's retirement: May 2019 in Oakville. Split acting Director role between Amanda Hodgson and Danielle Rabb
- With Shaila's retirement, our department has moved to Evidence Standards, reporting to our new VP and Chief Scientist Nicole Mittmann, previously from Cancer Care Ontario
- We had many staff members participate in CHLA as volunteers and providing presentations
- For October 2018 Library Month we had many different activities: invited speakers (Deborah Scott-Douglas), workshops (Google lunch and learn), webinar panel discussion with Margaret



Sampson and Jessie McGowan on efficiencies in systematic review searching, plus other internal promotions, contests and giveaways, as well as posts on our CADTH twitter feed

CHEO

- CHEO has completed its integration of our hospital and rehab centre, largely finished implanting Epic as our electronic health system and just finished a very successful accreditation process. We have joined SickKids and Holland Bloorview in Kids Health Alliance to share a single instance of Epic. All three sites are discussing ways we can share library services and resources.
- In the Medical library, we have integrated the reference collection into the circulating collection. We are now purchasing eBooks whenever possible but struggle to make patrons aware of their existence. We faced a significant 60% reduction in our collection budget but have been able to off-set some money by covering a portion of a salary from our Family Library endowments and through increased support from the Research Institute.
- In the Kaitlin Atkinson Family Resource library and our literacy services, we are actively recruiting new daytime volunteer readers. We are running a stealth children's library out of the medical library in the space freed up by integrating our reference collection. We have also expanded our collection for kids in isolation, adding more categories and a variety of books. We are waiting to take delivery of our first Free Little Library. Please follow us on twitter at @CHEOfri
- For both libraries, we are enjoying our new Champlain Library catalogue thanks to the hard work of many, but particularly Risa Shorr.

Queen's University Library (QUL):

- QUL signed a 3-year institutional license with Covidence for an unlimited number of reviews and reviewers. Feedback from faculty, students and researchers has been very positive, although some have noted that Covidence seems to cater itself more to quantitative research reviews (over qualitative).
- A committee has been formed to recruit a new Health Sciences Librarian, Head, for Bracken Health Sciences Library. Sarah Wickett was appointed the Interim Head after Suzanne Maranda retired in June 2018.
- QUL's University Librarian (UL) Martha Whitehead, left Queen's earlier this year to fill the UL position at Harvard University. To inform the appointment of the next UL and Vice-Provost, and to provide an assessment of the state of and opportunities for the library, the Vice-Principle at Queen's has initiated an external review of QUL. The reviewers, Vivian Lewis, University Librarian at McMaster University, and Jonathan Bengtson, University Librarian at the University of Victoria, will meet with stakeholders across the university this fall.

8.0 Adjournment - 5:48pm