



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

Virtual Call via Zoom Wednesday, December 6, 2023  
4:00 – 5:30pm

## Meeting Minutes

**Attendees:** Debbie Ayotte (Member), Nan Bai (Member), Renée de Gannes-Marshall (President), Robin Featherstone (Member) Robyn Hocking (Member), Jennie Horton (Member), Danielle MacDougall (CE Coordinator Report), Jeff Mason (Treasurer), Danielle Rabb (Member)

### 1.0 Welcome and introductions

Quorum met.

### 2.0 Approval of Agenda

Motion, seconded and approved

### 3.0 Approval of AGM Minutes from November 21, 2022

Motion, seconded and approved

### 4.0 Reports from the OVHLA Executive

#### 4.1 President's Report – Renée de Gannes-Marshall

*Since our last AGM - we recruited a CE coordinator. We were very glad to have Danielle MacDougall join the executive just in time to help get this year's activities underway.*

*We held three in-person socials this year. In June - we had a good turnout for drinks and snacks at Beyond the Pale. In September we had another well-attended gathering at Vespa Wine bar. Given that we have members outside of the national capital region - we held a second fall social outside of Ottawa. In October OVHLA members in Kingston gathered at Kingston Brew Company. Thank you to Sandra McKeown for organizing that event.*

*Danielle will report on our mini-symposium - the 9th annual event of this kind - and our 4th in a virtual format. And I won't steal too much of Jeff's thunder - but want to say thank you for making this a record year for OVHLA membership. More to come on that...*



*I am very fortunate to work with a great executive - Margaret, Jeff and Danielle. Thank you for all your work throughout the year. A special thanks to Margaret who is completing her 2nd executive term as secretary. She's been around the Ottawa library scene for a few years and is a wealth of corporate knowledge! And congratulations are in order to our colleague Jeff. After nearly 9 years here in Ottawa at CADTH - Jeff is McMaster U's new Health Sciences Librarian: Innovation and Entrepreneurship. Congrats, Jeff. He plans to stay on as OVHLA treasurer.*

#### 4.2 Treasurer's Report – Jeff Mason

<b>OVHLA Summary of Income and Expenses for 2023 (January 1, 2023 - December 31, 2023)</b>				
<b>Date</b>	<b>Income</b>	<b>Expenses</b>	<b>Description</b>	<b>Notes</b>
Opening balance	\$7,511.65			
Closing balance	\$6,421.52	(as of November 28, 2023)		Change -\$1,090.13
May 14, 2023	\$0.00	\$150.00	Mini-symposium donation	To Minwaashin Lodge. Donation made by Jeff Mason. e-transfer sent for reimbursement
June 14, 2023	\$0.00	\$124.33	Summer social food	Paid to Beyond the Pale
September 22, 2023	\$0.00	\$147.80	Fall social food	Paid to Vespa Wine Bar
October 19, 2023	\$0.00	\$118.00	Fall social food (Kingston)	Paid to Sandra McKeown for Kingston Brewing Co. reimbursement
November 15, 2023	\$0.00	\$500.00	Donation to OLA Scholarship Fund	In lieu of PD award. Donation made by Jeff Mason. e-transfer sent for reimbursement
November 28, 2023	\$0.00	\$50.00	Donations to Ottawa Food Bank & Rocky Road Rescue	Membership drive draw winners selection. Donation made by Jeff Mason. e-transfer sent for reimbursement



<i>Year</i>	<i>Closing Balance</i>	<i>Note</i>
2023	\$6,421.52	As of November 28, 2023
2022	\$7,511.65 -	
2021	\$7,646.66 -	
2020	\$7,425.66 -	
2019	\$5,059.90 -	
2018	\$5,389.70 -	

#### 4.3 Membership Report - Jeff Mason

*39 members*

*38 individual*

*1 student*

*Increase of 23 members from 2022*

*1 individual membership from an institution*

- *18 new members responded to the membership drive question*
  - *12 new members provided the name or names of the person or people who referred them to join OVHLA*
  - *6 new members said they were referred by an organization, colleagues, or knew about OVHLA already (e.g., were on the listserv)*
- *Draw winners: Robyn Hocking and Kate Merucci*

#### 4.4 CE Coordinator Report – Danielle MacDougall

*OVHLA Mini-symposium was held on May 10th*

*6 presentations*

*26 attendees*



*A feedback survey was completed after the event, 21 attendees responded:  
19 respondents support continuing as some form of virtual event (either virtual or hybrid)  
18 respondents support holding the event in the spring*

*CE- PD survey - was sent out through the listserv and to members in November asking for feedback on CE/PD*

*There were 9 responses to the survey*

*Most respondents were most interested in AI applications for librarians. Also interest in Indigenous Health, MeSH auto indexing, citation management, and more.*

#### 4.5 Secretary's Report – Margaret Sampson

*I am completing my second and final term as OVHLA secretary.*

*My final work will be to consolidate official records from my tenure and submit those to our own Google Drive archive, as well as the University of Ottawa archive. I will work through this process with the incoming secretary as part of the transition process.*

*Respectfully submitted,*

*Margaret Sampson*

## 5.0 OVHLA Executive Elections

5.1 Secretary

5.2 President

*One nomination was received for Jennie Horton for the role of secretary. Nominations and volunteers were solicited from the floor. Renée de Gannes-Marshall volunteered to serve a second term as President.*

## 6.0 Proposal to Waive membership fees for 2024

The OVHLA executive proposes waiving OVHLA membership fees for 2024. This will be an additional year to rebuild after a successful 2023. People will be required to opt into membership and submit a membership form.

Motioned, seconded and approved.

## 7.0 OVHLA Professional Development Award

8.1 Proposal to repurpose funds to support scholarship funds if they are not awarded in 2024



after 2 calls. OLA's Scholarship Fund is designated for Indigenous, Black, and People of Colour (IBPOC) enrolled in library and information programs in Canada. Typical budget allocation for the CE grant: \$500 annually

Motioned, seconded and approved

#### 8.2 Call for Volunteers for Award Selection Committee for 2024

*Debbie Ayotte and Robin Featherstone volunteered to serve on this year's committee.*

#### 8.0 President's Award winner

Presented by Renée de Gannes-Marshall

*I am pleased to present this year's President's award to a wonderful colleague and recent Executive member - Sarah Visintini. Some of you may recall that Sarah kept OVHLA up and running while many of us recovered from Conference Planning in 2019. Sarah is currently the librarian at the University of Ottawa Heart Institute Berkman Library. A graduate of the Master of Library and Information Management Studies (MLIS) program at Dalhousie University, she has worked at the Canadian Agency for Drugs and Technologies in Health (CADTH) and the Maritime SPOR SUPPORT Unit (MSSU) in Halifax (NS). She is a self-described "shameless book nerd, craft beer sampler, knitter, and fair weather cyclist." She was President of OVHLA from 2017-2019 followed by a term as Treasurer from 2020-2022. She has presented at mini-symposia and remains active in the chapter and engaged in the broader professional community. The OVHLA is happy to recognize Sarah this year!*

#### 9.0 Roundtable Updates

##### CADTH

*CADTH Research Information Services is now part of a new business unit within the organization: SEMR, which is Scientific Evidence, Methods and Resources. The SEMR business unit is a shared sciences area – along with the Health Economics, Scientific Affairs, Scientific Advice, Qualitative and Ethics, and Real-World Evidence teams.*

*CADTH RIS has been investigating how to search for Indigenous health information and Knowledges in the knowledge synthesis process, doing so in a humble and respectful way. This work is ongoing and has produced an article in CADTH's journal, the Canadian Journal of Health Technologies - <https://doi.org/10.51731/cjht.2023.753>. The article outlines initial work in this area (which includes an exploratory literature review, initial engagement with the librarian community, and collection development and cataloguing activities), prepared by CADTH RIS Melissa Walter and RIS Manager Cait Ford, working closely with Murray Maracle, an Indigenous Engagement Officer with CADTH. On an ongoing basis, Melissa and Cait are reaching out to knowledge synthesis librarians in the health field who have worked with Indigenous health information and Knowledges to learn and discuss their processes. Next steps include speaking*



*with a group of Indigenous librarians from BC. If you have anything you'd like to share or discuss, please email Cait Ford.*

*Health Technology Assessment international (HTAi) has a special interest group dedicated to Information Retrieval. They host webinars during the year and in-person events at the annual conference. Amanda Hodgson is Vice-Chair of this interest group and represented CADTH's RIS Team at the June 2023 conference in Adelaide, Australia.*

*CADTH RIS recently started a multi-phase project to investigate Artificial Intelligence (AI)-assisted tools for information retrieval. The RIS team will generate an inventory of AI-assisted tools, select and rank tools for further investigation and incorporation into RIS methods.*

*CADTH RIS continues to promote the Peer Review of Electronic Search Strategies (PRESS) Guideline, to enhance the usability of its tools, and to develop living methods to maintain PRESS.*

*In 2023, we updated and reorganized the PRESS webpages on cadth.ca to make our peer review tools easier to use. We also published new AODA-compliant, bilingual versions of the PRESS checklist form, in both Word and PDF formats. A new FAQs section of the website is forthcoming.*

*CADTH RIS are developing translations of the PRESS checklist form in collaboration with expert users. A translation in Brazilian Portuguese is now available, and a Spanish version is forthcoming. We are recruiting translators to work with us, so please contact [requests@cadth.ca](mailto:requests@cadth.ca) if you're interested in translating PRESS.*

*CADTH is modernizing our productivity tools with the Microsoft 365 service. In 2023, RIS migrated our working documents from shared drives to SharePoint and Teams sites. We also adopted Teams for ongoing communication and collaboration. With our IT department, RIS is testing solutions to ensure compatibility between cloud-based SharePoint files and Endnote.*

*This year, CADTH and RIS have been updating various information-related governance documents, such as our Records Management, Intellectual Property and Copyright policies.*

CHLA - presented verbal updates

CMA - Clinical Information and Library and Archives:

*Staff is building a new database called the CMA Digital Library using the same software used for the CMA PolicyBase - Canadian Medical Association (Andornot Discovery Interface – AnDI). • The database houses knowledge products created by CMA identified for sharing externally. The CMA PolicyBase - Canadian Medical Association will continue to exist and will continue to contain only policy-related documents. • In step with building the new database, library staff is developing an organization-wide process for taking knowledge products from creation to dissemination. •*



*Records in the existing CMA PolicyBase - Canadian Medical Association and the new CMA Digital Library are being tagged according to the organization's strategic initiatives so users can sort search results according to focus areas/strategic initiatives. • A launch date for the CMA Digital Library has not yet been determined although a date in the first quarter of 2024 is expected. • Library staff is supporting CMA's Indigenous Health Apology work by reviewing CMA's history as it relates to Indigenous Peoples. The CMA Library and Archives team spent several weeks in the summer/fall of 2023 searching files in the physical archives as well as digitized files. The results are now being reviewed and summarized by staff working on CMA's Indigenous Health Apology strategic initiative. • The CMA library worked with a Senior Advisor from CMA's Indigenous Health team to create a small collection of Indigenous Health reading materials for staff. • A shout out to Health Canada library staff who recently helped the CMA library find a copy of a Health and Welfare Canada publication from 1975.*

*As many of you are aware, in March the Canadian Medical Association (CMA) [announced](#) plans to sunset clinical tools and services as part of member benefits. On December 4, 2023, the remaining tools (i.e., ClinicalKey, CPG Infobase, Essential Evidence Plus and POEMs) and the CMA Joule brand and website were sunset, following through on CMA's commitment to focus efforts and resources on advancing [our Impact 2040 strategy](#).*

*To help physicians and medical learners find other clinical information services to which they may have access, we prepared a list of [alternate providers for clinical tools and services](#). Thank you to the Canadian health library community for assisting with updates to this list. We have recently added some details around the availability of DynaMed, UpToDate, ClinicalKey and CPS to the updated alternate providers page. **Please note the new URL and report any corrections or omissions to us at [librarian@cma.ca](mailto:librarian@cma.ca).** As you can see, we also included a list of alternate sources of clinical practice guidelines (CPGs) to fill the gap left by the sunset of CPG Infobase.*

*Maintained by CMA, CPG Infobase has been the only national repository of CPGs in Canada for nearly 3 decades. It was well received and used by both physicians and medical librarians. Over the past several months, we reached out to a number of organizations seeking a new host for the database. While multiple organizations expressed interest, none of them currently have the resources required to maintain the database. We thank our library colleagues for your help in our engagement efforts.*

*The CMA Library continues to manage the staff library and archives and the [CMA PolicyBase](#) and support the knowledge management and research needs of the teams working on CMA's areas of focus. The team can be reached at [cmalibrary@cma.ca](mailto:cmalibrary@cma.ca). We'll also continue to monitor the [librarian@cma.ca](mailto:librarian@cma.ca) email account for questions and updates.*

Health Canada:



- *Since 2019, Health Canada Library has repatriated acquisitions services and interlibrary loan services; these services were previously provided by other government departments.*
- *HC no longer provides reference services to Public Health Agency of Canada (PHAC) employees; PHAC Library has developed internal reference services. 2023 was spent transitioning services and corporate knowledge to ensure uninterrupted support for PHAC clients. HC and PHAC Libraries continue to negotiate shared collections and collaboration in maintenance of website and web services.*
- *Conducted a user survey in June-July 2023; results analysis is ongoing. The survey had over 500 respondents, which was a very welcome surprise.*
- *Upcoming year will see a transition for RefWorks to EndNote for reference management, and the launch of a new introductory search training, as well as more in-depth guidance for our clients on engaging with external contractors with regards to copyright and vendor use policies. We are also kicking off a project to submit previously digitized historical publications, currently stored on a series of compact discs, to [publications.gc.ca](https://publications.gc.ca).*

Heart Institute - presented verbal updates

Queens - presented verbal updates

uOttawa - presented verbal updates

## **10.0 New business**

## **11.0 Adjournment**