Hospital Library Services Program Committee Meeting

Canastota Public Library

September 28, 2009 at 9:30 AM

**Present:** Nancy Howe, CLRC; Angela Thorpe, CLRC; Amanda Baker, CLRC; Jim Capodagli, Chair, SUNY Upstate; Gale Barone, Rome Memorial Hospital; Janis van Court, Utica College Library; Bette Jean Ingui, Veterans’ Affairs Medical Center

**Absent:**  Sandra Zajac, St. Joseph’s Hospital Health Center/College of Nursing

The meeting was called to order at 9:35 AM.

**Last meeting’s minutes:** Gale noted that Rome is certified with the Joint Commission for three years, which last meeting’s minutes did not make clear.

**Approved:** Moved [Gale Barone] / seconded [Bette Jean Ingui]

**Action Items**

* Nancy – call Dan to check about Doody’s for Bette Jean
* Nancy – check if Advocacy 101 is geared towards public libraries

**Budget**

* Nancy shared a print out with budget data, including data on possible increases in database chargebacks
* Ovid is based on bed count.
* The chart is based on what libraries would be paying if they were paying for the databases.
* Penelope found out in August that the state re-did the formula for funding based on bed count.
* CLRC has not yet received money from the state – and will have a $3,500 shortfall this year even when the money comes in. CLRC should be able to cover the shortfall with the $50,000 from Valesky.
* Penelope is proposing that if shortfalls continue and there is a lack of funding, CLRC might have to increase the contribution from hospital libraries to 10-15% for databases.
  + The first bill would be in April 2010.
  + Angela and Nancy will be paying more attention to usage statistics for databases.
  + Valesky’s money is for all of CLRC, not just medical libraries.
* The Committee agreed with charging the hospitals for databases if necessary.
* Gallisano might cause an increase in bed count and an increase in state funding.

**Continuing Education**

* Library Assistant’s Day is November 3rd at the Holiday Inn Carrier Circle. There will be a session on the Fish Concept, breakout sessions on genealogy and time management, Microsoft 2007, and breakout sessions on social networking and library displays.
* November 17th is Advocacy 101 taught by Kathy Miller and Jennifer Morris at Madison-Oneida BOCES. It should be good preparation for the legislative breakfasts in December.
* Angela is working on the Health Literacy workshop with Ruth Smith of the University of Virginia – waiting for dates for this year.
* Angela is also working on another program from New Jersey that could be offered here.
* Bette Jean went to “Revving up for Reference,” which was great.
  + Janis uses the 24/7 service and likes it a lot.

**Angela’s Circuit Report**

* Community Memorial closed down OBGYN department. Angela has books that will go to Rome and Oneida.
* GoLocal has been delayed – needed new manager – looking at an early spring start up.
* There are new physicians at Oneida and Rome, and Angela is giving them intros and information.

**Other**

* Gale – HVAC wanted to know who they are associated with, what resources are available, what the sign-out procedure is; what hours the materials and staff are available, etc. It is more than the Joint Commission has asked.
* Jim – there has been word of the Joint Commission following a tracer, including with the library. Gale – they did talk about patient education with the tracer.
* Gale – the nurse from the surveyor team was sanctioned after their review. The recent HVAC was wonderful.

**Next Meeting:** Will be by phone. Bette Jean can come to CLRC to participate. Angela will send out phone number and passcode.

November 19th at 9:30 AM.

Meeting adjourned at 10:30 AM.

Respectfully submitted by,

Amanda Baker

CLRC Intern