



Minutes of HSLG AGM 2020

Venue: Online

Date: 26 November 2020 11am – 11:40am

Attendees**Affiliation**

Barrett, Bernard	Tusla Research Office
Callinan, Joanne	Milford Care Centre
Carrigan, Marie	St Luke's Hospital, Dublin
Cotter, Liis	Adult Mental Health Services (AMHS) Library, Cork
Doheny, Michael	Institute of Technology, Athlone
Dunne, Mary	Health Research Board, Dublin
Farragher, Ailish	Health Research Board, Dublin
Farragher, Louise	Health Research Board, Dublin
Halton, Linda	Our Lady's Hospital, Navan or is she HSE now?
Healy, Jim	Irish Medicines Board
Lawler, Fiona	Our Lady's Hospice & Care Services
Lawton, Aoife	National Health Service Librarian
Lee, Caitriona	Health Research Board, Dublin
Lucey, Niamh	St. Vincent's University Hospital, Dublin
Madden, Anne	St. Vincent's University Hospital, Dublin
McHugh, Noreen	St Michael's Hospital, Dublin.
McMahon, Jean	Tallaght University Hospital

Murtagh, Noeleen	Food Safety Authority, Dublin.
Nelson, Mairead	Health Research Board
O'Byrne, Anne	Rotunda Hospital, Dublin.
O'Callaghan, Julianna	South Infirmary - Victoria University Hospital
Perppard, Elaine	Rotunda Hospital
Surkau, Melanie	University Hospital Tralee
Williams, Miriam	HSE-Our Lady of Lourdes Hospital, Drogheda

Item 1: Welcome by the Chair (Niamh Lucey).

Niamh welcomed all online attendees and outlined the protocol for the meeting.

Item 2: Minutes of HSLG AGM held in Ashling Hotel, Parkgate Street, Dublin 8 4th September 2019

The Minutes from 2019 were shared on screen by the chair and attendees were also sent a copy of the 2019 minutes before the meeting. Anne Madden proposed the minutes as accurate and Louise Farragher seconded, no objections.

Item 3: Reports from officers

3 (a): Secretary Report.

Secretary's Report by Michael Doheny

HSLG Committee Members 2019-20

Niamh Lucey (Chair)

Mary Dunne (Vice Chair & Research & Evidence Officer & Communications)

Michael Doheny (Secretary)

Noreen Mc Hugh: (Treasurer)

Mairea Nelson: (Events/ CPD Officer & Communications)

Marie Carrigan*

Manon Van Alpen*

*Note: As mentioned Marie Carrigan and Manon Van Alpen have stepped down as Committee Members and we thank them both for their contributions

New HSLG Committee Members:

Linda Halton

Miriam Williams

HSLG Meeting since last AGM September 2019

The HSLG committee had 7 meetings on:

25 October 2019

3 December 2019

14 January 2020

18 June 2020

24 August 2020

22 September 2020

21 October 2020

There were also numerous communications and planning via basecamp and phone etc.

A Research integrity seminar was held in place of the usual HSLG Conference and this was on February 25, 2020 in the Ashling Hotel, Dublin

3 (b): Treasurer's Report 2019: Prepared by Noreen McHugh, Treasurer

HSLG Treasurer's Report 2019

The balance at the end of 2019 was healthy at €23,124.89.

Total expenditure for 2019 was €8,023.16 and total income was €8,778.02. That's a positive balance of €754.86.

2019 Income was primarily generated from sponsorship for the Annual Conference and from fees for CPD events.

The HSLG committee continued to support members by providing CPD events. The costs for the Annual Conference, CPD events and bursaries amounted to approximately €7,252.

Other expenditure includes ongoing costs for Administration and Bank fees.

These accounts have been approved by the LAI auditors.

Online attendees voted to accept the accounts as accurate:

Details of vote: 14 voted in favour and none against

3 (c): Communications Officer Report by Mary Dunne

Communications Officers report 2019-2020

Marie Carrigan was Communication Officer for the committee in 2019, however, due to change in work circumstances and commitments Marie stepped down from the committee in 2020. We would like to sincerely thank Marie for her great work in this role over the past few years.

In the last 12 months we produced 3 issues of the HSLG newsletter HINT. Where we have articles on events, updates from the committee, 'Some LITE (library, information, technology and evidence)' reading to introduce new evidence, and details of upcoming events. For summer, we had a special issue which featured articles on how our work has changed due to COVID-19. I want to say huge thanks to those who contributed to that.

We helped to organise our seminar in February and promoted HSLG and LAI events through our email list, blog and twitter account @healthlibraries, which now has 917 followers.

The HSLG website is regularly updated. If anyone has anything they would like us to add to the blog or HINT please email it to us. On the matter of HINT, we are getting very few submissions from anyone outside the committee. If anyone has ideas about how we can increase engagement we would love to hear them. HINT can include anything of interest to members, so if anyone would like to start a regular section – such as a book or movie club, that would be great too.

3 (d): Events Officer Report by Mairea Nelson

Events officer report 2019-2020

In February 2020 we held our Seminar in the Ashling Hotel Dublin. Our theme was 'You can't handle the truth: research integrity and truth in libraries' which attracted great speakers, poster presenters and delegates. It was a great opportunity to share ideas and network with library colleagues.

Our keynote speakers, Maura Hiney and Patricia Clarke spoke about the National Forum on Research Integrity and the National Open Research Forum. Professor Declan Devane, Director of Evidence Synthesis Ireland, spoke about Evidence for informed health choices and the role of ESI. And speakers from the HSLG provided a fascinating insight into health-related library work and innovation. As always, we would like to thank everyone who helped to make the seminar possible.

Presentations from the conference can be viewed on our website.

Due to COVID-19 we have decided with the A&SL not to hold our annual joint networking event this year. The pandemic has also prevented us from organising our usual CPD events. We have, however, regularly contacted our members by email with information about online conferences and other CPD events, and encouraged them to avail of our bursaries to cover attendance costs.

We are already considering/planning possible CPD events for next year.

3 (e): Address by HSLG Chair: Niamh Lucey.

Chair's report – 2019 - 2020

Niamh spoke about the difficult past year and the changed circumstances that health librarians and information specialists are facing during the COVID-19 pandemic. HSLG members have been involved in literature searching for rapid reviews and evidence summaries on COVID-19; they have collated and made accessible emerging evidence about the virus; they have quickly adapted to providing remote and click-and-collect library services; and they have been deployed to take on new roles, working in contact tracing or providing other vital services to the public. She commended each of our members for their adaptability and resilience.

In addition to the achievements outlined by the other HSLG Committee members, the group also launched its new email discussion list, via HEANet, in October. Members were reminded to sign up by first agreeing to the Terms and Conditions and that subscription to the list is not restricted to HSLG members, but to anyone with an academic or professional interest in Irish health science librarianship. There are currently 56 subscriptions to the list.

Finally, Niamh thanked the Committee for their tireless work performed under difficult circumstances with great enthusiasm and humour. In particular, she thanked Marie Carrigan and Manon Van Alphen who have stepped down from the Committee. A token of gratitude will be sent to them both.

4. HSLG Policy – document approval

Polices agenda item introduced by Mary Dunne.

Mary Dunne introduced the 2020 HSLG policies and procedures document for approval by the members.

The policies and procedures of the HSLG were developed in 2005 and it's been a really useful guide for our group. This year, the committee updated the document to reflect changes in technology and the Irish health library and information sector. For example, we now have the ability to hold virtual meetings and to communicate more easily online. We also wanted to clarify some of the procedures in a little more detail. The committee would like this to be a living document, which will guide our direction as a group, and how the we operate on behalf of our members.

Louise Farragher asked that point '9.3 The accounts for the group shall be audited at regular intervals.' be amended to '9.3 The accounts for the group shall be submitted annually to the LAI for auditing.' This was agreed. Louise also asked about the change in goals. The four new goals proposed in the new policies and procedures document were derived from the original (2005) HSLG document and work done by previous committees (primarily in 2010). The new goals are broad, and will require consideration by the committee in terms of wording, meaning and action over the coming years.

Members were asked to vote if they approved adoption of the new policies and procedures document.

Details of vote

18 supporting / None against

5. HSLG Membership

Niamh Lucey (Chair) informed attendees that the LAI is no longer maintaining a list of members of its groups and sections. Following correspondence between the HSLG and the LAI, new procedures are being put in place where LAI members will need to opt-in to join the HSLG and we will be responsible for maintaining our list of members. More information will be communicated as it arises.

6. Election of incoming committee members

Introduced by Michael Doheny (Secretary).

Michael Doheny and Mairea Nelson are in the middle of a two-year term. All other committee members' and new nominations are as below

Nominations received	Nominator 1	Nominator 2
Noreen Mc Hugh	Mary Dunne	Mairea Nelson
Niamh Lucey	Anne Madden	Anne O'Byrne
Mary Dunne	Caitriona Lee	Niamh Lucey
Linda Halton	Aoife Lawton	Laura Rooney Ferris
Miriam Williams	Maria Carrigan	Laura Rooney Ferris

Three committee members (Niamh Lucey, Noreen Mc Hugh and Mary Dunne), have been nominated for another 2-year term, and we had two new nominations to the committee: Linda Halton and Miriam Williams

Michael Doheny mentioned that members can apply to join the HSLG committee at any time during the year and that it is a good training ground to develop event management skills, and also employment skills and experience which can be added to a CV.

HSLG members can also contact the committee to be included in short-term organising committee's such as the conference committee.

7: AOB

None

Niamh Lucey (Chair) thanked all for attending.
