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**Summary of Reports**

**Summer Meeting**

**June 21, 2022**

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# Executive Chair Mid-Year Report

Please review the attached reports detailing the accomplishments of all Executive Committee members of the chapter.

Additionally, a few updates from the Executive Chair that are worth sharing:

**UNYOC Chair Huddle**

The UYOC Chair, Immediate Past-Chair, Vice-Chair and Conference Planning Chair continue to meet regularly to ensure the work of the executive committee moves forward in a supportive and meaningful way. Special honours to Lorraine Porcello for continuing to join our weekly huddle as a Past Chair in the absence of a Vice-Chair.

**UNYOC Vice-Chair**

The organization did not successfully recruit a Vice-Chair for 2021-22. The current Chair and Immediate Past-Chair are working together to ensure the Vice-Chair duties are covered.

**Wild Apricot**

The transition to Wild Apricot is now officially official, with the official transfer of the UNYOC website to WA now complete. The URL for the old wordpress site redirects to the WA site. Special thanks to Rachel Becker for facilitating this.

**Archives Working Group**

The UNYOC Archives Working Group has been established and has held their first meeting. This group is facilitated by Lorraine Porcello. Tremendous thanks to Amy Lyons for sharing her knowledge and historical memory with members of the working group.

**Communications Committee new roles**

We are now 6 months into the newly established communications committee roles with Eldiflor Felipe and Rachel Backet at the helm as Communications Chair and Webmaster, respectfully.

**Annual Conference 2022**

Planning is underway and I very much look forward to seeing the executive committee and our members in-person in Rochester.

**Ursula Poland Scholarship and MLA**

Our Members-at-large facilitated the provision of two (2) $1000 scholarships for two(2) UYOC members to attend MLA in New Orleans in May 2022.

I wish to express my sincere thanks to all members of the 2021-2022 UNYOC Executive Committee and the Conference Planning Committee for your commitment and service to date as we mark the mid-year milestone for 2021-2022.

Respectfully submitted, Denise Smith, UNYOC Executive Chair

# Treasurer’s Report

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Actual 2018** | **Actual 2019** | **Actual 2020** | **Actual 2021** | **YTD2022** | **Proposed 2023** | Comments |
| **Expenses** |  |  |  |  |  |  |  |
| MLA Website hosting | $288.00 |  | $360.00 | $360.00 | $360.00 | $360.00 |  |
| Liability insurance | $550.00 | $550.00 | $550.00 | $550.00 | $549.00 | $549.00 | includes group fed tax exemption form 990 |
| Group federal tax exemption form 990 |  | $120.00 |  | $120.00 |  | $120.00 |
| Executive committee expenses – meals, mileage | $758.47 | $926.88 |  | $0.00 |  |  |  |
| Chairs gift | $97.01 |  |  |  |  | $100.00 |  |
| Stipend for executive committee member to attend MLA - 4 @ $500 | $2,000.00 | $2,500.00 | $0.00 | $0.00 | $340.00 | $2,500.00 |  |
| Reimburse for AHIP application fee |  | $100.00 |  | $100.00 | $200.00 | $100.00 | anticipate at least one applicant per year |
| Postage | $30.00 | $11.00 |  |  | $5.00 | $20.00 |  |
| Zoom | $161.89 | $161.89 | $149.90 | $149.90 | $149.90 | $149.90 |  |
| Professional Development awards | $3,748.76 | $5,055.00 | $2,075.00 | $200.00 | $3,300.00 | $4,000.00 |  |
| Ursula Poland Scholarships |  |  | $500.00 |  | $1,000.00 | $500.00 |  |
| Digitization of chapter archival material |  |  |  |  |  |  |  |
| External hard drive |  |  |  |  |  |  |  |
| Technology (website)/Wild Apricot |  | $5,160.00 | $150.00 | $300.00 | $360.00 | $720.00 | annual subscription fee |
| Donations - other | $100.00 |  |  | $0.00 | $100.00 | $100.00 |  |
| Conference 17 expenses |  |  |  |  |  |  |  |
| Conference 18 expenses | $15,536.58 |  |  |  |  |  |  |
| Conference 19 expenses | $500.00 | $16,722.00 |  |  |  |  |  |
| Conference 20 expenses |  |  | $2,498.76 |  |  |  |  |
| Conference 21 expenses |  |  |  | $1,565.00 |  |  |  |
| Conference 22 expenses |  |  |  |  | **$25,914.00** |  | This is an estimate |
| *Proposed Conference 23 expenses* |  |  |  |  |  | ***$20,000.00*** | ***This is a proposed estimate*** |
| Membership pins |  | $600.00 |  |  |  |  |  |
| Bank checks | $0.00 | $0.00 | $45.84 |  |  |  |  |
| Misc. Merchant Bank fees |  |  | $146.90 | $280.00 | $44.74 | $280.00 | merchant service fees |
| **Total expenses:** | **$23,770.71** | **$31,906.77** | **$6,476.40** | **$3,624.90** | **$32,322.64** |  | This is an estimate |
|  |  |  |  |  |  |  |  |
| **Income** |  |  |  |  |  |  |  |
| Membership | $840.00 | $1,170.00 | $580.86 | $1,980.00 | $550.00 |  | Year to date |
| Scholarship raffle | $342.50 | $400.00 |  |  |  |  |  |
| Misc. donations | $10.00 |  |  | $250.00 | $250.00 |  | donations option to WA |
| Conference 17 income |  |  |  |  |  |  |  |
| Conference 18 income | $22,908.32 |  |  |  |  |  |  |
| Conference 19 income |  | $18,164.00 |  |  |  |  |  |
| Conference 2020 income |  |  | $4,425.28 |  |  |  |  |
| Conference 2021 income |  |  |  | $7,525.00 |  |  |  |
| Conference 2022 income |  |  |  |  | **$19,240.00** |  | This is an estimate |
| *Proposed Conference 2023 income* |  |  |  |  |  | ***$20,000.00*** | ***This is a proposed estimate*** |
| **Total income:** | **$24,100.82** | **$19,734.00** | **$5,005.96** | **$9,755.00** | **$20,040.00** |  |  |
|  |  |  |  |  |  |  |  |
| Key Bank account balance on 6/9/2022: $31,513.93 |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| 2021 total net (revenue minus expense) was $6,130.10 |  |  |  |  |  |  |  |

Submitted by Virginia Trow, Treasurer

# Conference Planning

## 2022 Conference Planning Update

**Reflecting in Rochester**

The Conference Planning Committee has been hard at work planning the 2022 annual conference. The 2022 conference will be taking place October 26th-28th at the RIT Inn and Conference Center in Henrietta, NY. The deposit for the venue has already been secured. We have two confirmed speakers for the conference; [Dr. Mary Carey](https://son.rochester.edu/faculty/detail/mgcarey/) and [Beatriz LeBron](https://www.commongroundhealth.org/our-team/beatriz-lebron). Speaker agreements have been sent and acknowledged by both speakers. Vendor registration is currently open and as of June 3rd, there were two vendors registered at the Silver Level ($1,000). Calls for participation are anticipated to be sent to the membership in late June/July.

Submitted by Darcey Rodriguez, Conference Planning Chair, 2022

## 2023 Conference Planning Update

The 2023 Conference Planning Chair did a tour of the 1000 Islands Harbor Hotel in Clayton, NY in Fall 2021. The conference planning chair intends finalize dates and pay a deposit over summer 2022. Save the date for the 2023 conference will follow.

# Government Relations

## Canada/Ontario Updates

* Federation of Ontario Libraries – Connecting Public Libraries Initiative:
  + <https://fopl.ca/news/great-news-from-ols/>
* ‘Out of step with other nations’: Canada’s Crown copyright laws in need of an overhaul, say library associations:
  + <https://www.hilltimes.com/2021/11/29/out-of-step-with-other-nations-canadas-crown-copyright-laws-in-need-of-an-overhaul-say-library-associations/331094>
* Man seeking RCMP files goes to court after national archives takes 80-year extension:
  + <https://www.ctvnews.ca/canada/man-seeking-rcmp-files-goes-to-court-after-national-archives-takes-80-year-extension-1.5729643>
* Impact of online harms bill includes 'spectre of censorship,' library group warns in submission:
  + <https://nationalpost.com/news/politics/impact-of-online-harms-bill-includes-spectre-of-censorship-library-group-warns-in-submission>
* Auditor General’s Report: Preliminary Perspective on Laurentian University
  + <https://auditor.on.ca/en/content/specialreports/specialreports/Laurentian-U_Preliminary_Perspective_en.pdf>
* The Ontario Confederation of University Faculty Associations campaign to “remind the Liberal government of their promise to reform the CCAA and BIA to make public institutions exempt and ensure that Canada's vital public services are protected through proper funding.”
  + <https://northernsolidarity.ca/en/our-chance-to-ensure-what-happened-at-laurentian-never-happens-again/>
* LEGISinfo
  + Set up Google news alert
  + <https://www.parl.ca/LegisInfo/en/overview>

Submitted by Angelique Roy, Government Relations, Ontario

New York State Updates

* MLA Public Policy updates, [MLA : Advocacy : Public Policy Center (mlanet.org)](https://www.mlanet.org/page/funding-for-nlm-and-hih)
* New York State has passed a budget which is expected to be in flux as financial recovery from the COVID-19 pandemic continues. To read details, consult with:  
  <https://www.budget.ny.gov/pubs/archive/fy22/ex/index.html>
* NY State 2022 Legislative Session:  
  [2022 Legislative Session - NYLA](https://www.nyla.org/2022-legislative-session/?menukey=advocacy)
* Border remains open!

2022 Objectives:

* Attend Library Advocacy Day in Albany. (Participated in [virtual advocacy day activities](https://www.nyla.org/lad2022/?menukey=advocacy#:~:text=On%20March%202%2C%202022%2C%20%23,benefit%20and%20strengthen%20our%20libraries).)
* Continue to reach out to MLA, NYLA, and Canadian members on national/regional updates
* Continue to keep the membership informed of current actions and to mobilize members/contact their representatives in support of library funding.

Submitted by James Evans, Government Relations, NY

# Membership

|  |  |
| --- | --- |
| **Registered members 2021** | 60 |
| **Registered members 2022 YTD**   * CA * US * MLA Member? * AHIP? | 85  17  57 paid: 9 lapsed  46 paid; 7 lapsed  19 paid; 1 lapsed |

NOTES

* Email reminders sent to 9 lapsed members in April 2022
* A few members still pay by check but not many
* Wild Apricot automatically sends an email reminder to renew to members already registered. A call was also distributed on the listserv in February 2022
* Membership chair conducted outreach to library schools and the library councils

Respectfully submitted,

Elizabeth Mamo, Membership Chair

# UNYOC Communications Committee

Webmaster Report

Since the 2021 Annual Meeting, website services have officially been transitioned from Wordpress to Wild Apricot. Wild Apricot (WA) provides most of the same functions as Wordpress, with the added benefits of also offering other required services for payment and registration on the same platform.

As of this report, all non-historical pages from the previous website have been recreated in WA, including the About Us, Annual Meeting, Membership, Awards and Scholarships, and Professional Development sections. Pages that require creation/updates annually for the meeting are currently being developed. Vendor registration is expected to go live within the next month or two.

Select historical content, including programs for previous Annual Meetings, is currently being added to the website. The location for content maintained by the Archives is still under discussion.

Submitted by Rachel Becker, Webmaster

Communications Chair Report

At the beginning of the year, Eldiflor put out a call for new member registration across various platforms, including some Ontario-based health libraries associations listservs (e.g. OVHLA & CHLA) and the UNYOC LinkedIn page.

Eldiflor continues to post relevant information on the UNYOC LinkedIn such as: job opportunities, webinars, other related health library events and conferences. On February 28th 2022, our new website on Wild Apricot was officially launched ([https://unyoc.wildapricot.org/](https://urldefense.proofpoint.com/v2/url?u=https-3A__unyoc.wildapricot.org_&d=DwMGaQ&c=4sF48jRmVAe_CH-k9mXYXEGfSnM3bY53YSKuLUQRxhA&r=_AORnzI3FTriXUo_8u5NM2LKuxyfAzdxtpWoRm717rw&m=lbwAeBYPw8k-lqaPynuwpvHtYkeBaB0yGokhGei9rxM&s=oW_Rld0fEb7bzM-NVXRS0a2ruO9A0pm9IiRrRfiToqk&e=)). Blog posts from our 2021 Professional Development Award winners, Amy Slutzky and Elizabeth Yates were posted on our website and subsequently shared on our Linkedin page.

Those who need to still access the Wordpress site are able to so here:  [https://unyoc.mlanet.org/wp-install/wp-admin/](https://urldefense.proofpoint.com/v2/url?u=https-3A__unyoc.mlanet.org_wp-2Dinstall_wp-2Dadmin_&d=DwMGaQ&c=4sF48jRmVAe_CH-k9mXYXEGfSnM3bY53YSKuLUQRxhA&r=_AORnzI3FTriXUo_8u5NM2LKuxyfAzdxtpWoRm717rw&m=lbwAeBYPw8k-lqaPynuwpvHtYkeBaB0yGokhGei9rxM&s=dmXDZFp6yc-2KTwpw3CMQzwQbOdFhZQnVr01q2vlhw0&e=). Related to the Wild Apricot website, current discussions amongst board members includes whether or not to have some of the chapter officers have their email addresses publicly available via the website and to expand the use of our UNYOC Gmail account. Duties for the Communications Chair would be expanded to include responsibilities for overseeing correspondence made using the Gmail account.

Submitted by Eldiflor Felipe, Communications Chair

# Chapter Council

The annual Chapter Council Business meeting took place on April 26, 2022. Each chapter gave report. Many chapters noted their support for MLA’s statement of support of the Ukrainian Library Association and the people of Ukraine. The representative to the Credentialing Committee reported there were more approved opportunities for AHIP points. The representative to the National Program Committee reported on registration numbers for the annual meeting.

Chapter Council convened an Elections Committee and the MLA Chapter Project of the Year Award Jury in the 2021-2022 year. The Elections Committee oversaw the election of Chapter Council nominees to the Nominating Committee. The Chapter Project of the Year Award was presented to the Midcontinental Chapter of the Medical Library Association for its project to publish the chapter’s Annual Meeting Proceedings.

Chapter Council’s recommendation to amend the MLA Bylaws to no longer require Chairs of Chapter Committees to have MLA membership was approved by the MLA Bylaws Committee and the MLA Board of Directors.

Chapter Council elected a Chair-Elect, PJ Grier. PJ worked closely worked closely with Chair Donna Berryman and at the conclusion of Annual MLA meeting in New Orleans became the Chapter Council Chair, a role he will serve in through the MLA meeting in 2025.

Respectfully Submitted,

Abigail Smith

UNYOC Chapter Council Representative

# Continuing Education Report

The annual conference planning committee has begun planning for the 2022 Continuing Education (CE) happening in October of this year. The committee brainstormed for CE at the April planning meeting, and came up with the following ideas.

* Wellness in the library workplace
* Critical Conversations: Building Workplace Communication Skills
* Rural Health Resources
* Yoga and Mindfulness for Self Care
* Distinguishing the Questionable from the Trustworthy in Open Access Resources

The committee will decide on a topic to pursue at the May planning meeting.

Respectfully submitted, Sarah Lawler, Continuing Education Chair

# Members-at-Large

The UNYOC Members-at-Large are responsible for reviewing applications for the Professional Development award and the Ursula H. Poland scholarship. For 2021-2022 we have $4,000 to award for professional development instead of the $6,000 we had in the previous year.

The 2021-2022 recipients of $1,000 each in the first round of the Professional Development Award were Molly Maloney and Jamia Williams to attend MLA '22. Applications for the second round are due September 1st, 2022. We will award $1,000 each to two applicants.

Applications for the Ursula H. Poland Award of $500 and one year of free UNYOC membership are due July 29, 2022.

Some applicants have not claimed their award from the previous professional development cycle. We are working with the Treasurer to set up a check requisition form to better track reimbursements.

Submitted by:

Deborah Crooke, New York Medical College, Valhalla, NY  
Liz Grace, University of Rochester, Rochester, NY

Amanda Ross-White, Queen’s University, Kingston, ON

# Archives Working Group

The UNYOC Archives Working group includes 7 UNYOC members: Lorraine Porcello (facilitator), Amy Lyons (UNYOC Archivist), Denise Smith (UNYOC Chair), Jennifer McKinnell, Enid Geyer, Grace Divirgilio, and Heidi Ziemer, and Melissa Caza, Archivist at McMaster University in Hamilton, Ontario.

These volunteers convened on April 25, 2022 to review the current status of the Chapter archives and the role of the Archivist as stated in the Policies & Procedures Manual (2022 edition). Discussion included:

* Current contents of the archives
* Ongoing efforts to align UNYOC archives with practices used by the MLA Archives Committee
* Physical and digital preservation
* Cross-border collaboration for digital collection management

Amy Lyons, UNYOC Archivist since the physically collection moved from Rochester to Buffalo in 2004, reported on the extent of the collection. Physical items are in a filing cabinet in an office, and the electronic materials are distributed among the membership depending on their past roles with the organization. Amy has started using the MLA framework to organize and inventory existing print documents.

Next steps for the archives working group include:

* Inventory the UNYOC collection
* Appraise the extant materials to determine what to retain
* Reorganize archived materials based on the MLA framework discussed above

Based on the outcome of this meeting, members of the working group may contact chapter members as needed to request documents from annual meetings, chapter projects, and executive committee members past and present. Additionally, they may survey other MLA chapter archivists and look for funding opportunities to support digitization of key chapter documents.

The working group will present an update at the Annual Meeting in October 2022 in Rochester, NY.

Respectfully submitted by Amy Lyons and Lorraine Porcello