



# Upstate New York & Ontario Chapter

MEDICAL LIBRARY ASSOCIATION

**Annual Report to UNYOC Membership**

**October 27, 2021**

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## UNYOC Slate of Nominees

October 29, 2021 – October 29, 2022

Elected Positions	Name	Term	Years of Service
Executive Chair	Denise Smith	2021-2022	1
Immediate Past Chair	Olivia Tsistinas	2021-2022	1
Vice Chair (Chair Elect)	VACANT	2021-2022	1
Treasurer	Ginger Trow	2021-2023	2
Secretary	Stephanie Helsher	2021-2023	2
Member-at-Large, East	Deborah Crooke	2018-2022	3
Member-at-Large, West	Liz Grace	2021-2024	3
Member-at-Large, Ontario	VACANT	2021-2024	3
Nominee, MLA Nominating	Lorraine Porcello	2021-2022	1
Chapter Council Representative	Abigail Smith	2021-2024	3
Vice Chapter Council	Rebecca Kindon	2021-2024	3

Appointed Positions	Name	Term	Years of Service Min/Max	Renewable?
Archivist	Amy Lyons	2020-2023	3/6	Yes
Communications Chair	Eldifor Felipe	2021-2023	2/4	Yes
Webmaster	Rachel Becker	2020-2022	2/4	Yes
Continuing Education Chair	Sarah Lawler	2020-2023	3	No
Government Relations NYS	James Evans	2021-2024	3/6	Yes
Government Relations ON	VACANT	2021-2024	3/6	Yes
Membership Chair	Beth Mamo	2021-2024	3	No
MLA Credentialing	Elizabeth Irish	2020-2023	2/4	Yes
Parliamentarian	VACANT	2021-2022	3/6	Yes
UNYOC-L Coordinator	Nell Arnoff	2021-2024	3/6	Yes
Conference Planning Chair	Darcey Rodriguez	2020-2023	3	Yes
Conference Planning Immediate Past Chair	Mary Jo Russell	2020-2022	3	Yes
Conference Planning Vice Chair	Kim Nolan	2021-2024	3	No

## 2021 UNYOC Executive Chair Report

To: UNYOC/MLA Members

When I reflect on the year, I don't see an absence in connection. The reality of the spectrum of hybrid work since March 2020 has resulted in so many web meetings for all of us. Even though it is different, the work of your UNYOC Executive Committee feels more connected than it did in the past! As we undertake our second ever, totally virtual conference, I am uplifted by all of your faces. The peeks into your home offices, the cameos of our new "office" mates, all add to the richness of our Chapter.



### Wild Apricot Committee

Will transition to become a working group and focus on transitioning our UNYOC website to Wild Apricot. It will reconvene in November 2021.

### Budget Committee

Able to lead by Ginger Trow, the committee provided guidance to the treasurer on the allocation of funds and the crafting of a budget.

### Executive Chair Huddle

Past and Present Chairs, Denise Smith, Mary Jo Russell, Lorraine Porcello, and myself have met for a weekly Monday morning huddle consistently since April of 2020. This team has allowed us to transition Chapter knowledge, keep our Chapter momentum, and keep the Chairs on task.

### Archives Working Group

The Executive Committee agreed in October 2019 to recruit any interested members of the chapter to form a working group whose charge is to revise policies and procedures for preserving the history of UNYOC.

Work on this project has not started yet due to the pandemic. It is now a goal for 2022.

### Annual Conference in Rochester, New York

A survey of UNYOC members from April 2021 helped the Executive Committee to make the difficult decision not to meet in person for the 2021 Annual Conference. The Conference Planning committee took up this charge and successfully planned and executed our second Virtual UNYOC Annual Conference.

### Procedure Manual Updates

With special thanks to Mary Jo Russell and Lorraine Porcello for their diligent work, the 7th edition of the UNYOC Procedure Manual is ready to submit as a draft to UNYOC members for comment.

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

Motions for Full Membership Vote at Business Meeting:

- Acceptance of the Business Meeting Minutes from October 2020
- Acceptance of the FY22 budget
- Acceptance of UNYOC procedure manual
- Acceptance of Slate of Nominees for 2021 – 2022

Goals for 2022:

1. Complete transition to Wild Apricot for the Chapter’s webhosting, financial and conference management system
2. Recruit volunteers to form an Archives working group that will be charged with updating policies and procedures related to Chapter History
3. Plan and hold 2022 Annual Conference in Rochester, New York
  - a. Begin planning 2023 Annual Conference in Clayton, New York

In closing, I extend sincere thanks to the members of the 2020 – 2021 UNYOC Executive Committee and the Conference Planning Committee for their innovation, flexibility, and dedication. We embark on another “new normal” year with the same zeal!

Respectfully Submitted by Olivia Tsistinas  
Executive Chair, 2021 – 2022

# Treasurer's Report and Proposed Budget

TREASURER'S REPORT AND PROPOSED BUDGET FOR 2022							
Submitted by Virginia Trow 10/1/2021							
	Actual 2017	Actual 2018	Actual 2019	Actual 2020	YTD2021	Proposed 2022	Comments
<b>Expenses</b>							
MLA Website hosting	\$360.00	\$288.00		\$360.00	\$360.00	\$360.00	not invoiced yet for 2021
Liability insurance	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	
Group federal tax exemption form 990			\$120.00				includes group fed tax exemption form 990
Executive committee expenses – meals, mileage	\$132.84	\$758.47	\$926.88		\$0.00	\$950.00	
Chairs gift	\$106.00	\$97.01				\$100.00	
Stipend for executive committee member to attend MLA-5 @ \$500	\$300.00	\$2,000.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	
Reimburse for AHIP application fee			\$100.00		\$100.00	\$100.00	anticipate at least one applicant per year
Postage	\$14.30	\$30.00	\$11.00			\$200.00	
Zoom	\$161.89	\$161.89	\$161.89	\$149.90	\$149.00	\$149.90	
Professional Development awards	\$4,213.18	\$3,748.76	\$5,055.00	\$2,075.00	\$4,000.00	\$4,000.00	
Ursula Poland Scholarships	\$500.00			\$500.00	\$500.00	\$500.00	
Digitization of chapter archival material							
External hard drive							
Technology (website)/Wild Apricot			\$5,160.00	\$150.00	\$300.00	\$720.00	annual subscription fee
Donations - other		\$100.00			\$0.00	\$100.00	
Conference 17 expenses	\$19,265.84						
Conference 18 expenses	\$5,080.00	\$15,536.58					
Conference 19 expenses		\$500.00	\$16,722.00				
Conference 20 expenses				\$2,498.76			
Conference 21 expenses					\$600.00		
Conference 22 expenses						\$15,000.00	This number is just an estimate, recommendation not to exceed it
Membership pins			\$600.00				
Bank checks	\$30.62	\$0.00	\$0.00	\$45.84			
Misc. Merchant Bank fees				\$146.90	\$145.00	\$150.00	merchant service fees
<b>Total expenses:</b>	<b>\$30,714.67</b>	<b>\$23,770.71</b>	<b>\$31,906.77</b>	<b>\$6,476.40</b>	<b>\$6,704.00</b>	<b>\$25,379.90</b>	This number is an estimate
<b>Income</b>							
Membership	\$967.50	\$840.00	\$1,170.00	\$580.86	\$1,430.00	\$1,430.00	
Scholarship raffle	\$361.00	\$342.50	\$400.00				
Misc. donations		\$10.00			\$250.00	\$250.00	donations option to WA
Conference 17 income	\$25,575.49						
Conference 18 income		\$22,908.32					
Conference 19 income			\$18,164.00				
Conference 2020 income				\$4,425.28			
Conference 2021 income					\$7,525.00		
<b>Total income:</b>	<b>\$26,903.99</b>	<b>\$24,100.82</b>	<b>\$19,734.00</b>	<b>\$5,005.96</b>	<b>\$9,205.00</b>		
<b>Income - Expenses</b>	<b>-\$3,810.68</b>	<b>\$330.11</b>	<b>-\$12,172.77</b>	<b>-\$1,470.44</b>	<b>\$2,501.00</b>		
Key Bank 10/1/21 account balance: \$34,428.31							

## Members-at-Large Annual Report

### 2021 Members-at-Large:

Deborah Crooke, New York Medical College, Valhalla, NY

Eldiflor Felipe, Toronto Public Library, Toronto, ON

Jennifer Raynor, University of Rochester, Rochester, NY

The UNYOC Members-at-Large are responsible for reviewing UNYOC professional development award applications as well as those for the Ursula H. Poland scholarship. The 2020-2021 recipient of the Professional Development Award, first round of \$350 USD, was Rachel Becker who attended the MLA v-Conference. The second-round recipients of \$1,000 USD were Marie Ascher, who will attend the Charleston Conference and Sarah Lawler, the EBP Skill Build I Virtual Workshop. \$300 USD was awarded to Amy Slutzky to attend Journey to the Outer Limits of Evidence-Based Practice (EBP) Instruction. For 2021-2022 we have \$4,000 to award for professional development instead of \$6,000.

The 2021 recipients of the Ursula H. Poland Award of \$500 USD and one year of free UNYOC membership were Sarah Kittmer, MLIS Candidate (2022), University of Western Ontario and Usman Malik, MI Candidate (2022), University of Toronto. Both students saw the announcement on the UWO listserv, as did the four other applicants, so we assume that only one of our announcement emails was successful. The streamlined application process, which did not require a letter of reference, no doubt made the award more attractive. We hope to reach more applicants through our newly created LinkedIn account.

## Report from the Conference Planning Chair, 2021

Back in April of this year we had to make the tough call to, once again, host a virtual annual meeting and forego a live conference in Poughkeepsie, NY. Much as I would have loved for us to gather together in the beautiful Hudson Valley of New York, it was best to make the hard choice and be able to gather virtually and safely. The global pandemic continues...

Our conference planning committee has met weekly to plan this year's conference. We hope it meets your expectations and that you will give us your feedback as we transition to planning for next year's in-person conference.

Appreciation for their dedication to conference planning goes to the following committee members:

- Lorraine Porcello, executive support
- Darcey Rodriguez, 2022 incoming chair
- Kim Nolan, 2023 incoming chair
- Jennifer McKinnell, vendor relations
- Sarah Lawler, CE coordinator
- Stephanie Helsher, program coordination
- Hridi Das, program coordination
- Stephanie Barrett, keynote speaker coordinator
- Rachel Becker, communications and registrations
- Ginger Trow, conference expenses and payments

This awesome group helped steer the planning every step of the way, including the transition to online payments for member registration and vendor support. While there was a steep learning curve and some glitches, it is working; by this time next year we hope to have a smooth process in place.

We've started a rotation of conference chair terms that overlap to gain from each other's expertise and experience. This allows incoming chairs to get up to speed and also gives us the ability to do advanced planning. For 2022 we will be in Rochester, NY at the RIT Conference Center and Darcey Rodriguez will be the chair. For 2023 we will be in Clayton, NY at the 1000 Islands Harbor Hotel (sister hotel to the one in Watkins Glen) and Kim Nolan will be the chair. Please give them your full support, and please consider joining the conference planning committee – a great way to get involved with UNYOC and interact with colleagues!

Respectfully Submitted,

*Mary Jo Russell*

Conference Planning Chair, 2020-2021



## UNYOC/MLA Annual Continuing Education Report

October 2021

Regional Virtual MLA CE course – Virtual Annual Conference, 2021:

October 27, 2021

Antiracism in Libraries: Allyship Starts with You, presented virtually via Zoom

Shannon D. Jones, MLS, M Ed, AHIP, Director, Libraries, and Professor, Medical University of South Carolina–Charleston; Kelsa Bartley, Manager, Library Services, Reference & Education Department, Louis Calder Memorial Library, University of Miami, Miller School of Medicine, Miami, FL; Jamia Williams, Health Sciences Librarian, SUNY Brockport’s Drake Memorial Library.

3 MLA CEUs

The Antiracist movement garnered renewed vigor with the deaths of Ahmaud Arbery, Breonna Taylor, and George Floyd in 2020 during the COVID-19 pandemic. In 2020, more people began to see a glimpse of what life is like for many Black Americans. This course aims to provide attendees with foundational knowledge about antiracism and increased capacity for examining their work through an antiracism lens. Being antiracist is not about who you are; it’s about what you do. Unpacking what it means to be an antiracist information professional is a personal journey, anchored by critical self-reflection on the impact of racist systems and structures at home, work, and local communities. These systems are pervasive but are often invisible to those who have had the privilege of not experiencing the damaging effects of white supremacy. This three-hour course is a call to action for information professionals who are committed to taking action towards becoming anti-racist.

Learning Objectives/Goals: At the conclusion of this session, participants will be able to:

- Define racism, power, privilege, oppression, and white supremacy, implicit bias, and microaggressions.
- Describe why racism continues to exist in libraries.
- Articulate how racist systems in libraries impact BIPOC and other marginalized library workers and library users.
- Cite examples of racist systems in libraries:
  - The role of implicit bias and microaggressions
  - How it affects hiring and retention practices
- Describe what it means to be Antiracist:
  - Describe the difference between being an advocate, ally, or accomplice
  - Begin the process of personal and professional self-reflection towards becoming a better advocate, ally, accomplice, and eventually, antiracist.

Target audience: Health Sciences Librarians

Course Level: Basic Plus

Prerequisites: none

Maximum class size: 50  
Minimum class size: 20

Details: Date & time: Wednesday, October 27th 1:00 PM Eastern Standard Time Location:  
Virtual via Zoom. For more information, contact Sarah Lawler at [lawlersa@upstate.edu](mailto:lawlersa@upstate.edu).

Respectfully submitted by: Sarah Lawler, Continuing Education Chair

## Government Relations Report

### **New York State/Ontario Updates:**

- MLA Public Policy updates, [MLA : Advocacy : Public Policy Center \(mlanet.org\)](http://mlanet.org)
- Both New York State and Ontario have passed budgets that are expected to be in flux as both recover financially from the COVID-19 pandemic. To read details pertaining to either, consult with:
- NY State 2021 Legislative Session:  
[2021 Legislative Session - NYLA](#)
- Foundation of Ontario Public Libraries strategic plan 2020-2023:  
[Strategic Plan 2020-2023 – Federation of Ontario Public Libraries \(fopl.ca\)](#)
- Border is now open with proof of vaccination/negative COVID-19 test.

### **2022 Objectives:**

- Attend Library Advocacy Day in Albany. (pending pandemic)
- Continue to reach out to MLA, NYLA, and Canadian members on national/regional updates
- Continue to work hard to keep the membership informed of current actions and to mobilize members to contact their representatives in support of library funding.

Submitted by James Evans

## UNYOC MEMBERSHIP REPORT OCTOBER 2021

Members	2019	2020	Paid YTD through October 2021
Regular (US)	70	57	47
Regular (Canada)	11	7	9
Student (US)	0	00	2
Student (Canada)	0	0	0
Emeritus (US)	3	4	1
Emeritus (Canada)	1	1	1
Fellows (US)	6	6	4
Fellows (Canada)	1	1	1
Total	92	76	65

### Welcome new members

- Jenna Pitera, Albany Medical College
- Adwoa Boateng, Rochester Institute of Technology
- Laura Dixon, St. Elizabeth College of Nursing
- Sarah Kittmer, Ursula H. Poland Scholarship Award
- Usman Malik, Ursula H. Poland Scholarship Award

This year we transitioned from paper registration and check payment to online registration and payment. Check payment is still available for those who cannot pay online.

I plan to archive the membership directory that resides in Google Drive because we can now extract reports from Wild Apricot as well as see an up-to-date membership directory in the Wild Apricot interface.

In January, Wild Apricot will automatically generate an email notice for your 2022 membership renewal.

Respectfully submitted,

Elizabeth Mamo, Membership Chair

## UNYOC Communications Committee – Co-Chair Report for 2021

In 2021 the Communications Committee implemented the new Wild Apricot payment platform. It was made live during the winter and was tested during member renewals. With the successful adoption of Wild Apricot for payments, we brought forward a recommendation to the UNYOC Executive Committee to consider migrating our website content from the current WordPress platform. We noted that maintenance of a Wild Apricot website could likely be managed by committee volunteers in lieu of hiring an individual with coding expertise, which would have been needed had we continued to use WordPress. With the support of UNYOC Executive we began creating and populating pages in the new Wild Apricot UNYOC website.

Our priorities have been to design templates and populate pages related to: Membership, About Us (Mission, Objectives, Goals, Procedures, Bylaws), the Annual Meeting, Awards & Scholarships (Katy Nesbit Service Award, Professional Development Award, UNYOC Fellows, Ursula H. Poland Scholarship Award) and Professional Development (Continuing Education opportunities and AHIP). All of the pages in these areas are current and will be ready to “go live” for the 2021 Annual Meeting. The section on Chapter History is being reviewed to determine the best location for historical UNYOC documents. Due to the volume of documents, the Executive Committee is considering migrating this content from the Wordpress site to UNYOC’s Google Drive.

Submitted by Rachel Becker and Andrea McLellan

## UNYOC-L Year End Report 2021

### **Number of subscribers by year (past 5 years):**

2017 – 189

2018 – 177

2019 – 141

2020 – 133

2021 – 128

**Note:** On July 10, 2019 I sent an email to the list to notify people that anyone that had not been a member in the last 5 years would be removed. They were encouraged to re-join. 47 email addresses were removed at that time.

### **Messages sent over UNYOC-L by year:**

1993 – 7

1994 – 23

1995 – 77

1996 – 83

1997 – 112

1998 – 106

1999 – 135

2000 – 125

2001 – 124

2002 – 190

2003 – 219

2004 – 236

2005 – 206

2006 – 163

2007 – 126

2008 – 163

2009 – 123

2010 – 94

2011 – 147

2012 – 141

2013 – 155

2014 – 191

2015 – 159

2016 – 136

2017 – 129

2018 – 114

2019 – 145

2020 – 139

January - September 2021 – 120

2021 monthly totals:

January 2021 – 12  
February 2021 – 14  
March 2021 – 20  
April 2021 – 12  
May 2021 – 20  
June 2021 – 6  
July 2021 – 13  
August 2021 – 13  
September 2021 – 10

Respectfully submitted,  
Nell Aronoff  
UNYOC-L Coordinator  
email: [naronoff@buffalo.edu](mailto:naronoff@buffalo.edu)

September 29, 2021

## Chapter Council Report: 2020-2021

Chapter Council oversaw the merger of the NY-NJ Chapter and the Philadelphia Chapter. The merger resulted in the newly formed Liberty Chapter, which became an official chapter of MLA on April 1, 2021.

The Chapter Council Project of the Year (former Majors Award) was awarded to Northern California & Nevada Medical Library Group (NCNMLG) for their sponsorship, mentorship, and financial support of ALA Spectrum Scholars.

The Elections Committee of Chapter Council provided the names to the MLA Nominating Committee and oversaw the election of Chair-elect for Chapter Council. PJ Grier will serve as Chair-elect and assume Chair responsibilities after the May 2022 annual meeting.

All chapters hosted or are scheduled to host virtual meetings in 2021.

MLA annual conference is scheduled to be hosted in-person in New Orleans, LA in 2022. The conference will also have a robust virtual program.

Chapter Council recommended a change to MLA Bylaws that Chairs of Chapter Standing Committees no longer be required to be MLA members. Chapters already have difficulty finding volunteers for Committee Chairs and requiring MLA membership fees is often seen as a burden to people who are willing to donate their time and energy at the chapter level. The chapters unanimously supported this recommendation, which will be taken up by MLA Bylaws Committee.

MLA will conduct a needs assessment and membership value conversation in the upcoming year. Chapters and Chapter Council will be stakeholders in these discussions.

Respectfully Submitted,

Abigail Smith  
UNYOC Chapter Council Alternate