

MEDICAL LIBRARIANS' GROUP(VICTORIAN BRANCH)Newsletter, June, 1976.

Minutes of the meeting held at 6.30 p.m. on Thursday, 13th. May, 1976, at the Mental Health Authority Library. Refreshments were offered before the meeting, and our thanks go to Barbara Flett and her staff for their hospitality.

1. Apologies Fay Baker, Bruce Davidson, Thora Grey, Mrs. Hall, Betty McNeice, Patricia Smith.
2. New members were welcomed: Sue Harvey, Pat Nakouz, Gilda Nightingall, Christine Newman, Susi Pacher, Regina Pietraszko.
3. Correction was made to the minutes of the previous meeting: Monash Biomedical Library's policy statement as A.H.A. referral centre appeared in National Hospital and Health Care and not in the A.L.J.
4. Correspondence
 - a. Unfavourable response from the Australian Department of Health to our request that librarians be considered for inclusion in the Handbook on health manpower.
 - b. Letter from Barrie Sullivan of N.S.W. Branch advised
 - that the Health Department had re-considered the case for inclusion of librarianship in the Handbook, and that John Vaughan is preparing a submission for inclusion in same. Material prepared by the Group should be forwarded to John Vaughan.
 - Mention was made in this letter of the Hospital Library Standards, and regret expressed that time limitations had mitigated against wider circulation of the proposed standards.
 - N.S.W. has sent letters to the specialty colleges for information re collection building for post-graduate students. We have asked to be kept informed re this.
 - c. Letter from Judith Lloyd of S.A. Branch re the Special Libraries Section Conference. An alternative suggestion was made, namely, that the group meet at Glenside Hospital Library and then go on to see the new Library at Flinders. Timewise, our Committee felt that one venue would be wiser, and indicated the Group's expressed preference for the tour of Flinders. No response has been received from the national Council representatives re proposed meeting in Adelaide to work on the constitution; but we have asked S.A. if facilities would be available for such a meeting, nevertheless.
 - d. In response to a request from Ballarat and District Hospital, two members of our Consultative Committee - Miss Anne Harrison and Mrs Enid Meldrum - visited the hospital, and made a detailed report to management on the development of the library. A copy of the report was tabled at the meeting. Thanks go to Miss Harrison and Mrs Meldrum for the time and effort which went into their report.

- e. Following the approach made by Ballarat Hospital, the Committee wrote to seek clarification from the Hospitals and Charities Commission on the role of the Consultative Committee. At this point, Amy Bush indicated that verbal acceptance of the Committee's offer to continue as consultants to the Commission had been made by Dr. Race. As representative to the Special Libraries Section Committee, Miss Harrison reported that the L.A.A. is interested in establishing a consultancy service.
- f. Mention was made of a letter received by Mrs Jac Baillie from Professor Melvin Weinstock, in which he indicated his interest in the development of educational programmes for medical librarianship. In responding, Mrs Baillie suggested that the Hobart conference would provide an excellent opportunity for further discussion and planning. This meeting approved Mrs Baillie's suggestion, and that our interest in this be conveyed to Professor Weinstock.
- g. Other Mention was made of the Institute for Scientific Information's pamphlet on grants to small libraries as encouragement to purchase I.S.I. publications.

5. General business

- a. Audio-Visual Workshop A list of speakers was read, and it was announced that applications should be in by Friday, 21st. May, and that these should be lodged with Ann McGalliard. In response to a query from Jane Oliver, it was indicated that publication of papers of the workshop had not been envisaged; but that the possibility of taping speakers' addresses was being considered. Hiring costs of F.M.P.'s conference facilities had been fixed at a nominal rate by Dr. Harbison, the Chairman of the Family Medicine Programme.
- b. Mention was made of a brochure on the Institute on Management for Librarians, organized by the Medical Library Association's Division of Education.
- c. Kerry Christensen's resignation With regret, Sandra Russell read Kerry's letter of resignation, and proposed a vote of thanks for her contribution to the Group. Our best wishes go to Kerry.
No nominations having been received for Vice-Chairman, nominations were called for the offices of Chairman, Vice-Chairman and Secretary for the next meeting. It was suggested, after some discussion, that questions of term of office and of professional qualifications of office-bearers might be referred to the Special Libraries section. Miss Harrison offered to seek guidance on these points at the next Committee meeting.
- d. Re members joining the Group late in the financial year: Sandra Russell suggested half the subscription fee should be levied where two to five months of the financial year had to run, and that no levy be made in the last month of the financial year.
- e. Report from the Hospital Library Standards Sub-Committee was made by Amy Bush. The guide having recently been published, the sub-Committee's work has been suspended. With Kerry Christensen's resignation, Amy suggested the

enlistment of a new Sub-Committee member. It was noted that the draft standards formulated by the N.S.W. Group were used in part in the Guide, the appendices being omitted. Amy suggested that the Group purchase a copy of the Accreditation Guide for reference.

- f. re Specialty colleges approached by N.S.W. Group. Enquiry was made re Group members' contact(s) with the colleges. Enid Meldrum and Judith Quilter mentioned difficulties they had encountered in contact - particularly in relation to the acquisition of college examination papers.
- g. Book list revision. Enid Meldrum reported that revision was well in hand. Some discussion ensued on the presentation of the list. It was suggested that a primary list of items deemed to be essential might be followed by a fuller list permitting choices. Joan Martin proposed calling these lists Stage I and Stage II, indicating their interrelationship. It was decided that this should be discussed at the next meeting, when the suggested lists will be tabled.
- h. Community Health Centres A number of Group members had been contacted by Centres needing assistance in library matters. Pat Nakouz indicated that as the Centres come under the aegis of the Hospitals and Charities Commission, such enquiries may be referred to her in future.
- i. Directory of Special Libraries Production of the next edition being well in hand, those libraries not having submitted entries were reminded that they should do so, and that information on this was available from the Secretary.
- j. Mention was made of the Special Libraries (Victorian Division) Seminar on 26th. May - a number of Group members had not seen publicity notices on this.

The remainder of the meeting was given over to discussion of a variety of problems and procedures, and in particular to the preparation of library manuals. It was decided that it would be useful to develop a standard outline of headings for the manual, as suggested by Miss Harrison. Members were invited to send in suggested outlines, which the Committee would work on and present to the next meeting. Thanks go to Amy Bush for her early contribution.

The meeting concluded with a vote of thanks to Barbara Flett and her staff for their hospitality.

MEDICAL LIBRARIANS' GROUP

(VICTORIAN BRANCH)

The next meeting of the Group will be held on Thursday, 13th. May, 1976, at the Library of the Mental Health Authority, 35 Poplar Road, Parkville.

Time 6.30 p.m. Refreshments will be offered from 6.00 p.m.

Finding guide Travelling time from city by car/public transport is c15 minutes. Train from Flinders Street - take Gowrie-Upfield line, alight at Royal Park Station. Trams - Nos. 55 and 56 along William Street also stop at Royal Park Station. The Library is situated in the grounds of the Parkville Psychiatric Unit, c5 minutes walk west from the Station. See attached map for details. Parking space is available.

Extraordinary election of Vice-Chairman/Treasurer

As Kerry Christensen will be leaving shortly for Hong Kong, nominations for the Vice-Chairman's position are called for, and should be lodged with the Chairman or Secretary no later than Monday, 10th. May, 1976. Election will take place at the meeting.

After conclusion of business of the meeting, a forum for discussion has been planned, in two parts.

Part 1 Miscellany of problems/procedures in libraries. Topics that have been suggested include

- a. cataloguing e.g. acceptance of an established list of subject headings versus "going it alone".
- b. sources of supply of materials/equipment (agents etc.)
- c. relationships with the Library Committee e.g., how much responsibility for decisions does the librarian take?
- d. literature searches - the problem of access to specialized bibliographies and union lists in the smaller library.
- e. budget allocation
- f. the librarian in relation to the hospital

* Do you think these topics could usefully be discussed?

Are there other topics you would like to have raised (not on A/V materials, please - time for that at the Workshop!) Your comments and suggestions will be welcomed - preferably in writing.

Part 2 Library manuals - compilation of

- job descriptions
- headings to include
- desirable degree of codification
- arrangement

The A.H.A. Accreditation Committee is systematically visiting hospitals, and requires departmental documentation of hospital procedures, including those of the library. Following the A.H.A.'s visit to the Alfred Hospital, Enid Meldrum has suggested that detailed discussion on this topic would be useful to all; but especially so for those who have not yet been visited by the A.H.A.. It would be helpful if manuals could be brought to the meeting.

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L.A.A. Special Libraries Directory

A reminder from the Special Libraries Section Committee to those libraries who have not yet submitted entries for the new edition. The M.L.G. Secretary will be pleased to send on any entries to the S.L.S., if members wish to bring these to the meeting on 13th. May.

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