Cancer Librarians Section  
Business Meeting  
Chicago, Illinois  
Sunday, May 18, 2014

Members Present:  
Karen Albert, Frank Davis, David Duggar, Stephanie Fulton, Laurissa Gann, Mira Geffner, Donna Gibson, Beth Lewis, Christine Marton, Lisa Olzewski, Jan Orick, Peter Shipman, Mark Vrabel, Jennifer Walker.  
Guest: Christina Pope

Welcome and Introductions  
Meeting called to order at 3:35 pm by Frank Davis, Chair. Members introduced themselves. Davis introduced invited guest Christina Pope, Chair-Elect of MLA Government Relations Committee.

Minutes:  
Minutes from 2013 meeting were posted on CLS website and paper copies distributed at the meeting. Minutes were approved as presented. Secretary Andrew Harrow could not attend the 2014 meeting and a substitute was requested. Lewis kindly agreed to work with Davis to record minutes for the current meeting.

Reports

Treasurer:  
CLS treasurer Doug Shane was not present at the meeting. Chair Davis reported that the treasury was in good financial health and promised to contact Doug to get the report.  
***Updated Treasurer’s Report, submitted by Doug Shane on May 27 2014:*** The current account balance is $9,769.25. The $140.00 cost of the CLS poster has not been deducted from that amount yet. Our funds balance is about the same as it was last year at this time. Revenue from membership dues for the period of 8/1/13 - 1/31/14 were $255.30. That is about $80.00 less than last year for the same timeframe. I am not aware of any further meeting or other expense obligations.

Membership:  
Janet Crum, past-president, was not able to attend the meeting, so Davis reported for Crum. Membership as of May 1, 2014 was 62. This is a decrease of seven people from the 2013 Boston meeting. Fourteen members left the section, for reasons unknown and seven new members joined in the past year. Increasing membership is a goal for the current year and is addressed in more detail during Goals Update section of these minutes.

CLS Core Collection & Recommended Websites  
Davis reported that Core Collection, 3rd edition, was updated by Christine Marton on January 15, 2014. PDF copy is 261 pages with excellent organization and content. Members thanked Marton for her excellent work. Recommended Websites was updated on May 5, 2014 by CLS Webmaster Ann Marie Clark, in accordance with goal of updating twice yearly. Editors present said that other CLS members are welcome to join the project, either by taking over existing topics or starting new ones. Four people are needed as section editors and it is good for those wishing AHIP points.
Goals Update

ClinicalTrials.gov Advocacy
Davis reported that an email request was sent in March to Government Relations Committee (GRC) describing and documenting the CLS belief the more trial results need to be listed on the ClinicalTrials.gov database. Currently, under 10% of trials have results posted. The March email included a request that GRC create a formal Position Statement advocating for full listing of trial results to the extent allowable by law. Three other requests were made: that MLA play a lead role in assisting Lister Hill National Center for Biomedical Communications to improve public access and enhanced quality of trial results listed on ClinicalTrials.gov; a request to work with NLM Training Center to promote the CE class devoted to ClinicalTrials.gov; plus a request that MLA liaison with other relevant agencies to create a united front in advocated for improved reporting of clinical trials.

Davis and invited guest Christina Pope of GRC gave an update on a telephone conference held on April 4 that discussed the Cancer Librarians request. GRC officers, Davis, and Jerry Sheehan, Assistant Director of NLM Policy Development participated. GRC had been working on independently on these same general advocacy issues during the past 12 months. MLA, in conjunction with AAHSL, sent comments to National Cancer Institute (NCI) that advocated for the same general goals requested by CLS. The comments pertained to NCI’s proposed policy for “Ensuring Public Availability of Results from NCI-Supported Trials.”

A copy of the MLA/AAHSL comments, plus a response letter from GRC to CLS were distributed for discussion by CLS members present and Ms. Pope. There was general consensus that the advocacy goal was important, but that more details and planning were needed to ascertain the best way for CLS to effectively contribute as advocates. Discussion identified agencies that could partner with MLA in achieving this goal; these are the IOM (Institute of Medicine), ASCO (American Society of Clinical Oncology), and SPARC. CLS Chair was invited to attend GRC meeting on May 19th to discuss the issue.

Action Item: Davis will attend GRC meeting to explain and advocate for the CLS request, gather information, and report back to Cancer Librarians Section.

CLS Poster
Margaret Vugrin and Jennifer Walker created the new CLS poster that is currently being displayed in special section devoted to MLA Sections and Chapters. Walker staffed the poster session devoted to this topic. Members liked the content and style of the poster. Members were encouraged to contact Jennifer to use the poster for chapter meetings, etc.

CLS Website & Brochure
Webmaster Ann Marie Clark was not present at the meeting, but sent an earlier report. She expected to migrate CLS website, and possibly the listserv, to MLA hosted WordPress software platform by end of 2014. Duggar and Davis reported that MLA Section Council meeting gave information that some MLA section web material, such as archival information, had been unilaterally removed from the new MLA website. MLA is supposed to have print back-up available for all archives. There was discussion regarding if any CLS content is currently on MLA servers (as opposed to selu.com) and if WordPress is preferable to using the current CLS html format. Some CLS members commented that they had difficulty finding CLS information on the new website and the Chapter Council Representative will bring this up at the next meeting. It was also brought up that it was unknown as to whether chapters will have to pay a fee to MLA for the new website or if it will be free.
CLS brochure was last updated in 2012. There was discussion regarding updating and expansion. Ideas included adding an image from the recently created CLS poster, along with images of member activities. Donna suggested adding a link to the new poster, since it’s so nice-looking, and Karen suggested adding info on how to get on the listserv. Donna also suggested that chapter advocacy work (i.e. clinical trials) should be added to the brochure. It was also suggested to reduce the amount of text on the brochure.

**Action Item:** Clark will be contacted to give an update on migration of CLS website to MLA-hosted server and viability of using WordPress software. Clark will also be asked to check to see if there is any CLS content, such as archival information on current MLA servers.

**Action Item:** Members will be asked to submit ideas regarding updating the CLS brochure and volunteers for brochure creation will be sought.

**Invited organizations to link to Recommended CLS Websites List.** Davis reported that an email invitation was sent last autumn to all organizations listed in the Consumer & Patient Resources section of the recommended list. One response was received from CancerQuest, praising the CLS list and linking to our site. No other responses were received. There was discussion regarding contacting websites listed on other sections of the Recommended CLS Websites List. New invitations could also include information about linking to the CLS Core Collections.

**Increase CLS Membership**
Davis reported that an email invitation was sent last autumn to MLA librarians working at NCI-Designated Centers, who were not listed on the CLS membership roster. A similar email went to MLA members working at major research centers in locations outside North America. The email listed CLS activities and benefits. Responses were received from one person who indicated an interest in joining, and two other librarians wanting more information. No other responses were received. Davis distributed a copy of the email request and a current roster of CLS members. Taking the CLS poster and brochures to display at MLA chapter meetings, was suggested as a way to promote our section and recruit members.

**Section Council Update**
Duggar and Davis attended the meeting.

There was discussion and a recommendation to use online voting for section issues, along with setting an absolute number, as opposed to a percentage, for determining the quorum required for voting issues. Sections were asked to check their By-Laws to see if updating is needed.

New MLA website has been receiving mixed reviews. Some members are finding it cumbersome to navigate. There was discussion about the importance of consulting with MLA Technical Advisory Group for all decisions pertaining to key web issues.

Declining membership is a concern to both MLA and individual sections. There was discussion about how changing demographics and shifting professional roles need to be assessed, possibly by survey. Modifying MLA News to include information about Section activities was suggested. Groups such as SLA or AMIA may be contacted to determine join interests. MLA Futures Task Force is evaluating this issue and may be the best venue to list suggestions related to membership concerns.

Carla Funk, MLA Executive Director, is retiring at the end of 2014. A task force will be formed to hire a new director. Carla reported a financial surplus for MLA balance sheet this year. Linda Walton, MLA Chair-Elect, announced the 2015 theme of Librarians without Limits, and invited members to submit proposals for the 2015 meeting in Austin, TX.
CLS Programming: 2014 Update and 2015 Program Planning

Olzewski, current Chair-Elect, informed the group of the two CLS sponsored programs, on library branding and survey design, scheduled for May 19th(M). Presenters and co-sponsoring SIGs have been very cooperative.

Gibson, incoming Chair-Elect, after 2014 meeting, gave an update on possible program themes submitted by CLS. Topics included: demonstrating our value and impact which is still critical when we see hospital libraries closing or budgets being cut; librarian role in supporting Orcid.org; research data management for libraries; assessment techniques to measure success for emerging library roles.

**Action Item:** Members will be asked to submit ideas and preferences for 2015 program topics, along with potential speakers, to Gibson.

New Business

Creation of new CLS goals for the upcoming year was shortened, due to a room reservation conflict. Discussion regarding present goals indicated that many goals are ongoing and could be carried over into the 2014-15 business year. Asking the full membership to comment on ideas for CLS goals was considered a good idea.

**Action Item:** Olzewski will query members via email to ask for input regarding goals for the coming year.

Announcements

Duggar announced that he is seeking a replacement as editor of CLS newsletter. He has enjoyed the role, but will have increased duties during the next year as new chair of Nursing & Allied Health Section. Members thanked him for his excellent work.

Lewis gave logistics information regarding the CLS dinner scheduled for 6:30 pm, after the meeting.

Davis offered congratulation and support to new CLS Chair Lisa Olzewski and Chair-Elect Donna Gibson. Outgoing Chair-Elect Janet Crum was thanked for her fine work.

Adjournment

Meeting was adjourned at 4:40 pm.

Respectfully submitted,
Beth Lewis, MLS and Frank Davis, MSLS