

THLA NEWS

Vol. 7, No. 3

January 1988

Editors' Corner

New Year's greetings to you all! The cold, raw winterwinds may have us in their clutches, but the Executive hopes that you will ignore them and make an effort to come out to our next couple of meetings. To entice you away from the fireside, an upcoming program consists of a three hour course on "Library Workload Measurement", offered free of cost to all THLA members. Check for details further on in the **NEWS**. Keep in mind, too, that our March 29th meeting will address "Disaster Planning". Coping with the 'disaster' of a fire originating in our photocopier prevented OGH staff from travelling to Toronto for the Christmas party, so I find this an extremely timely offering! Note also there has been a change in speaker for our dinner meeting. Consult our Inside Circuit for details.

Leanne Johnson, our Treasurer, asks that all members who have not yet received their receipt for membership fees contact her at the next meeting, or by telephone.

Each year at this time, Terms of Reference & Nomination Forms for the THLA Executive accompany the Newsletter. While other members of the Executive

will, no doubt, reiterate the following exhortation, nevertheless, I urge each and every one of you to consider running for one of the positions on the executive. Participating in an active way in the development and running of you association can prove to be a very rewarding learning experience and an excellent way of making contact with some interesting and fun-loving people. So please consider running for office. If you have a flair for the creative or feel the **NEWS** could use a facelift, consider the position of Assistant Editor. Your talents and input would be appreciated.

At the end of the **NEWS** we are including **Tsai-O Wong's** summary of the Needs Assessment Survey. Thanks to all who took the time to give us their suggestions and comments.

Susan Hendricks
Editor

INSIDE CIRCUIT

PRESIDENT'S MESSAGE

Dear friends and colleagues: Here we go again - a new year, fresh from the holidays, some of us well-rested from the festivities, many of us on New Year's diets! As usual, the first



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part of this January column must be a resounding thank you to **Tsai-O Wong** for her superb organizing and of course to **Carol Morrison, Rosemary Ulliot** and **Gail Griffith** who always ensure the success of the holiday party at the Staff House. Those who participated in this year's dessert-making were: **Joanne Calvert, Linda Devore, Jan Greenwood, Susan Murray** and **Marilyn Schafer**. Thank you all for the delicious contributions!

Congratulations to our winners! **Bridget Cave** will be attending the May dinner meeting free, courtesy of her winning ticket. **Bonnie Brownstein** left with one of **Edna Allen's** beautifully crafted centrepieces; **Marilyn Schafer, Janice Kibiuk** and **Joan Pengelley** won, respectively, a candleholder, candles and liqueur.

This is the time of year when associations seek to renew themselves and their Executives. Those who are members of CHLA will have received nomination forms for the National Executive. Enclosed with this newsletter are the Terms of Reference and Nomination Forms for our THLA Executive positions. I urge you to read, complete and return them as soon as possible to **Catherine Pepper**. On a personal note, I can say that being on the Executive is both instructive and entertaining. It is a way to meet interesting people and to grow professionally. Every one of you has an interest and a talent to share with the rest of the Association; a little of your time is all that is required. But if you really don't have the time or energy to run for

office this year, please nominate a colleague who does.

Now is also the time to register for February's evening of continuing education, sponsored by THLA, on Library Workload Measurement. It should be a very informative and useful program.

Finally, on behalf of the entire Executive, I would like to wish all of you a happy, healthy and peaceful 1988!

Mary Boite
President

NEXT THLA MEETING

Date: Monday February 1, 1988.
Place: Toronto General Hospital
Details: **Registration is compulsory.** See enclosed registration form. Note that deadline for registration is **January 22, 1988**

FORTHCOMING MEETINGS 1988

March 28/88

Disaster Contingency Planning for Libraries.

Held at Hospital For Sick Children.

Karen Turko

Head of Preservation Services
U. of T. Libraries.

Deidre Green

Director, Library Services
Hospital For Sick Children.

NOTE SPEAKER CHANGE FOR DINNER MEETING:

May 9/88

Dinner Meeting

Held at Loews Westbury Hotel

Speaker: **Elena Jankowic**,
President, Etiquette Institute
of Canada.

Topic: Business Etiquette.

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CONTINUING EDUCATION

Linking Health Care With Its Knowledge Base

Date: Feb. 11, 1988

7 - 8 p.m.

Place: FLIS, U. of T.

Rm. 319

Instructor: M.A. Flower

Information Consultant,
Kingston, Ont.

Information: Joanne Marshall
978-4664

CHLA 12th Annual Meeting CE Courses

Date: June 11-15, 1988.

Place: Citadel Halifax,
Halifax, Nova Scotia

Topics:

*Developing In-house Databases.
(1 day)

*Training your staff (1/2 day)

*Writing skills for managers.
(1 day)

*Online biochemical searching
in the health sciences.
(1 day)

Information: Linda Harvey

Conference Secretary,
W.K. Kellogg Health Sciences
Library,
Sir Charles Tupper Medical Bldg
Dalhousie University,
Halifax, Nova Scotia,
B3H 4H7
(902) 424-2483.

Telemedicine Canada presents:

Management Skills for Hospital Libraries

Moderator: Jennifer Bayne (TGH)

Topics:

Feb. 10, 1988

Collection & Use of Library
Statistics

Jan Greenwood (OMA).

March 9, 1988

Assertiveness and Human Rela-
tions

Joanne Marshall (U of T).

Apr. 20, 1988

Collection Development

Margaret Taylor (Children's
Hospital of Eastern Ont.)

May 18, 1988

Serials Management

Claire Callaghan

(U. of Western Ont.)

Time: 2:30 - 3:20 for each.

Information: Andrea Steiner
(416) 595-4472.

OTHER COURSES

"Local Area Networks"

Jan. 20, 9 a.m. - 12 p.m.

Ont. Gov't. Lib. Council

Contact: Wendy Craig,
Oshawa, 433-6135.

"How to Read an Annual Report
and Other Things"

Jan. 21.

Special Libraries Association.

Contact: Lilian Gilmore
364-4242

"Souping Up the Library's
Micro: Affordable Hardware &
Software Enhancements".

Jan. 22.

FLIS, U. of T.

"Ass. Records Managers & Ad-
ministrators Annual Conference"

Jan. 25-26.

Contact: Wendy Smith 866-3777.

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"How to Write A Request for a Proposal"

Feb. 17.

Ont. Gov't. Lib. Council.

Contact: **Wendy Craig**

Oshawa 433-6135.

"Lunch Tour CIBC Library"

Feb. 16.

Contact: **Karen** 965-7181.

"Financial Post Online"

Feb. 17. 7:30.

FLIS, U of T.

"Computer-assisted Legal Research: Resources & Demo."

Feb. 26.

FLIS, U of T.

Co-chairman **Robert Jaeggin** informed members about his on-going discussions with the executive of the THLA to clarify the formal "affiliation" status of the DRLN with THLA. **Peter Bernauer**, newly appointed information co-ordinator with the Barrier-Free Design Centre, discussed the centre's future automation projects.

The next meeting of the DRLN is scheduled for January 19, 1988, 2:30 p.m. at the Canadian National Institute for the Blind, 1929 Bayview Ave. New members are welcome. For further information contact CNIB librarian **Theresa Helik**, 480-7549.

INTEREST GROUPS

DISABILITY RESOURCE LIBRARY NETWORK

Members of the DRLN met at the resource centre of the Ont. March of Dimes on Nov. 3, 1987. **Gillean Kearney**, information co-ordinator and editor of The Advocate newspaper, introduced the members to the services provided by the Ont. March of Dimes, while **Myrna Bloom** gave a tour of the Library. One resource in particular, a manual card index to The Advocate, one of this province's major general newspapers on issues relating to disability and rehabilitation, was highlighted with a proposal to information specialists on its potential availability. An excellent advocacy film, "Electronic Pathways", produced by Designing Aids for Disabled Adults, was also shown.

MICROCOMPUTER INTEREST GROUP

The Microcomputer Interest Group thanks Connaught Research Laboratories for its generous support. The Group received a \$150 donation from Connaught to assist in running its meetings, photocopying, etc.

On Dec. 1, this Group held its second meeting. A demonstration of TIMT's Sydney system, given by **Ken Ladd**, was attended by 9 THLA members. With 6000 records on the system at TIMT, a good indication of the retrieval speed was demonstrated for processes using the Cataloguing, Enquiry, Circulation, and Systems Management programmes. There was also some discussion of the Serials and MARC-Record Interface Modules.

The schedule for future meetings is:

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Jan. 20 - 6:30 p.m.
TIMT

Data conversion. Demonstration of Headform, a software package for conversion of data e.g. DIALOG record to dBase etc. ME Phipps & Assoc. will present.

Feb. 23 - 6:30 p.m.

Location undecided.
EBSCO's CD Medline will be demonstrated by Anne Farwell of CanEbsco.

Mar. 16 - 6:30 p.m.
TIMT

Demonstration of Datatrek's Card Datalog Library System by **Joan Rataic-Lang** of Avec Technical Services. This is a fully integrated library automation system.

Apr. 20 - 6:30 p.m.

Location undecided.
Topic will hopefully be Local Area Networking.

If anyone has suggestions for topics or is willing to host a meeting, please call **Ken Ladd**, 596-3124.

QUALITY ASSURANCE INTEREST GROUP

The QA Group will be meeting on Jan 26 at 3:00 p.m. at U. of T. Science & Medicine Library Conference Room to formulate THLA's submission to the CHLA Task Force on Hospital Library Standards. For further information contact **Marjory Morphy**, 756-6142.

CONSULTATION COMMITTEE

At the meeting of the Consultation Committee held on Nov. 27, it was agreed to prepare a Request For Proposal

to request a needs analysis study prior to establishing a Library network. A Draft of this proposal will be presented for review to the members of the Committee at its next meeting on Jan. 11, 1988.

FACES & PLACES

Eloise Crabtree Carmichael is on a leave of absence from Riverdale Hospital following the birth of a baby boy on Nov. 8, 1987. Congratulations to the whole family!

Congratulations also to **Carol Morrison** of the Ontario Cancer Institute Library, on the birth of her son, Michael.

Edna Allen, recently retired from Warner Lambert, and now owner of Especially for You Flower Boutique, announces that THLA members will receive a 20% discount on all flower arrangements. Contact Edna at 284-8073 (home) or 286-6065 (bus.).

MARKETPLACE

Carole Tullis, MLS, MA (Psychology), seeks full or 2 half-time Health Science Library position(s). Health science library experience including MEDLARS searching. Extensive clinical and research background in psychiatry, medicine in a Toronto teaching hospital. Phone 690-0805.

The **Osteoporosis Society of Canada** is looking for a volunteer to organize and maintain a vertical file collection of newspaper clippings and

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ephemeral materials. The offices of this fast-growing organization are centrally located at 76 St. Clair Ave. West, Toronto, M4V 1N2. For more information contact **Elizabeth Mason** at 922-1358.

MEMBERSHIP LIST CHANGES and ADDITIONS

Mrs. Edna L. Allen
101 Overture Road
West Hill, Ont. M1E 2W3
H. 284-8073 W. 286-6065

Mrs. Monica Dingle
Medical Library
Women's College Hospital
76 Grenville St.
Toronto, Ont. M5S 1B2
323-6078

Ms. Cathy Lindsey-King
Information Centre
Concord Scientific Corporation
2 Tippet Road
Downsview, Ont. M3H 2V2
630-6331

Ms. Vicki MacDonald
CC Clemmer Health Sciences
Library
Canadian Memorial Chiropractic
College
1900 Bayview Ave.
Toronto, Ont. M4G 3E6
482-2340 x160

Ms. Linda Maw
Library
Ontario Cancer Institute
500 Sherbourne St.
Toronto, Ont. M4X 1K9
926-4482

Ms Susanne Tabur
Science & Medicine Library
University of Toronto
7 King's College Circle
Toronto, Ont. M5S 1A5
978-8619

Mrs. Jennifer Taylor
Robertson Library
University of Prince Edward
Island
550 University Ave.
Charlottetown, PEI C1A 4P3

Ms. Rosemary Ulliyot
Library Services
Wellesley Hospital
160 Wellesley St. East
Toronto, Ont. M4Y 1J3
920-1708

Ms. Inta Irene Wychara
Resource Centre
Toronto Dept. Public Health
180 Dundas St. West #1303
Toronto, Ont. M5G 1Z8
392-7413

Miss Jennifer Skuce
4000 Lawrence Ave. East #607
Scarborough, Ont.
283-4648

Please note that the correct
phone no. for the Library,
Hospital for Sick Children is
598-6693.

IN MEMORIUM

Many THLA members who knew **Professor Laurent-G. Denis**, either as his students or professionally, will be saddened to learn of his death in Toronto on Dec. 11, 1987 following a brief illness.

Friends, colleagues and former students are invited to join the FLIS community at a memorial service for Prof. Denis on Jan. 22, 1988 at 4:00 p.m. in the lecture theatre at FLIS, U. of T., 140 St. George St.

THLA PROGRAMME NEEDS ASSESSMENT SURVEY SUMMARY

INTRODUCTION:

The Executive would like to thank each one of you who took the time to complete and return the survey. We would especially like to thank those who have offered to run^{for} office or work on projects, and those (14) who have offered their institutions for future meetings.

We realize that it will be impossible to try and meet each member's needs, but we will definitely attempt to incorporate as many of your suggestions as possible in our future programme planning. In addition, we will list more C.E. programmes offered by other library organizations in the THLA News.

SUMMARY:

- . A total of 40 members returned the survey.
- . 85% felt the number of programmes currently offered (5/yr) were adequate; 15% suggested 6 - 9 programmes per year.
- . About 50% attended last year's programmes; 75% will try to attend this year's.
- . Reasons for attending:
 - For personal contacts, meet colleagues, networking, sharing and learn new knowledge/information/new developments, and updating knowledge and skills.
- . Reasons for not attending:
 - Tired at the end of day, evening programmes, babysitting problem, sickness, night classes, time conflicts, distance, weather, pressure of other commitments, writing thesis, not interested in topics.
- . 60% thought the programmes met their needs.
- . Programme topics/speakers recommended:
 - 1) For Future Consideration:
 - Pharmaceutical clinical research (Astra)
 - Government documents
 - Communications workshop
 - Physical planning
 - Flower report discussion
 - How to plan and run meetings
 - How to make presentations
 - How to motivate employees
 - How to deal with difficult employees
 - Budgetting strategies
 - End user searching
 - Fund raising strategies
 - Management techniques
 - Computer searching problem workshop
 - 2) Programme needs can be met on your own :
 - Networking (attend meetings, talk to colleagues)
 - Records management (Association of Records Managers & Administrators offers regular programmes, contact Wendy Smith at 866-3777)
 - Library technology
 - New indexing & abstracting services,) (both U.T. FLIS & Sheridan College
 - Bibliographic online services) offers many one day CE Courses)
 - A/V in library (contact Tsai-o Wong)
 - Library tours (simply telephone to library you wish to tour)
 - Time Management (offered by THLA in 1982)
 - Assertiveness (Telemedicine on Mar. 9, 1988)) Contact Jennifer Bayne
 - Book selection (Telemedicine on April 20, 1988)) of T.G.H.
 - Business Manners (May 9th Dinner Meeting Programme)
 - Quality Assurance)
 - Library Standards & Accreditation)(THLA's QA Interest Group, Contact Jan Greenwood)

SUMMARY (Cont'd)

- . Programme topics/speakers recommended:(Cont'd)
 - 2) Programme needs can be met on your own by: (Cont'd)
 - Writing proposal for microcomputer application (contact Tsai-o Wong)
 - Policy and procedure manuals (contact Susan Hendricks)
- . 72% thought the current meeting time at 7 P.M. was convenient, 17% prefer 4 - 6 P.M.; some suggested alternate day other than Monday.
- . 85% thought the annual dinner meeting was worthwhile - for socializing and networking with colleagues, good food, good speaker; only 2 members would prefer to have a formal programme.
- . 67% were willing to pay \$25.00 - 30.00 for dinner meeting, 30% were willing to pay \$31.00 - 35.00.
- . 40% chose May for dinner meeting, 15% chose April, 15% chose June.
- . 80% had no dietary restrictions.
- . 7% couldn't eat red meat, pork, milk (allergy), shell fish, veal.
- . Members offered to run for office or to work on projects are: Bonnie Brownstein, Susan Murray, Gayle Casey, Linda Linton, Jan Greenwood, Elizabeth Reid, Eva Gulbinowiz, and Joanne Marshall. (Thank you all)
- . Other Comments/Suggestions:
 - Offer full-day or half-day educational events on regular basis, such as MLA Course.
 - Establish Educational Subcommittee.
 - Include ENVOY addresses in THLA membership list.
 - Have alternate date for meetings rather than all on Mondays.
 - Conference Reports.
 - Acknowledge those members who are not hospital library personnel.
 - Introduce new members in Newsletter.
 - Have McAlinsh do Union List.
 - Keep X'mas social and dinner meetings as purely social events.
 - Great idea to have a needs assessment, keep up with good work, you are doing a great job and good luck for 1987-88. (Your reassurances are much appreciated!)

Submitted by,

Tsai-o Wong

Tsai-o Wong
President-Elect
January 6, 1988.