

## Library Committee Meeting, November 17, 1983

Lehigh Valley Health Network

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THE ALLENTOWN HOSPITAL  
LEHIGH VALLEY HOSPITAL CENTER

Joint Health Sciences Library Committee

A meeting of the Joint Health Sciences Library Committee was held on Thursday, November 17, 1983, at 11:30 a.m., in the Anesthesia Conference Room at the Lehigh Valley Hospital Center.

Members Present: Joseph Candio, M.D.  
Richard Cipoletti  
Dean Dimick, M.D.  
Charles Gordon, M.D.  
Clyde Kelchner, M.D.  
Mark Mishkin, M.D.  
Robert Roeshman, M.D.  
Kenneth Weston, M.D.  
Thomas Yarcheski  
Harvey Yorke  
Carolyn Nippert  
Barbara Iobst

Members Absent: John Bulette, M.D.  
William DeFeo, D.P.M.  
Kay Fenstermaker, R.N.  
Donald Gaylor, M.D., (exc.)  
George Hartzell, M.D.  
George Kirchner, D.D.S.  
Gregory Lang, M.D.  
Martha Lusser, M.D. (exc.)  
Larry Merkle, M.D.  
Donald Morel, M.D. (exc.)  
Forrest Moyer, M.D.  
Robert Oriel, M.D.  
Gerald Sherwin, M.D.  
Sharon Smith, R.N. (exc.)  
David Sussman, M.D.  
John Wheeler, M.D.

Approval of Minutes: The minutes of the meeting held October 20, 1983, were approved as written.

Secretarial Coverage for Committee: Secretarial coverage will be handled by the Secretary to the Director of Educational Development at the Lehigh Valley Hospital Center.

Administrative Re-routing of Funds for Departmental Libraries at LVHC: Departments at LVHC will be notified that they are to make requests for books and periodicals through the Library. These requests will come to the Library Committee to insure that there is not duplication. It was felt that an annual inventory of what departmental libraries have is needed.

Journal Endowment Fund: Specific methods of marketing were discussed. Dr. Gordon reviewed his letter which will be distributed to the medical staff. In addition to his letter, physicians will receive a list of journals arranged by subject specialty. Additionally, it was suggested that a form for donation be included with the letter. It was decided that the letter, journal list and donation form would be distributed to the medical staff and the physicians would be allowed to contribute to the library of their choice.

Steering Committee: A Steering Committee has been set up which will meet in advance of the regularly scheduled library committee meetings. The purpose is to work out details of agenda items to be brought to the library committee. The members of the Steering Committee are: Harvey Yorke, Richard Cipoletti, Barbara Iobst and Carolyn Nippert.

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Security at The Allentown Hospital Library: A book security system, video camera and door security system have been installed in the Library at AH. The committee approved, with recommended changes, the following policies regarding this system: 1. Policies for the Use of the Library by Cardholders (Exhibit A), 2. Regulations Regarding the Use of the Library by Authorized Personnel during Nonlibrary Hours (Exhibit B). (Disciplinary action will be addressed at a future meeting.) 3. Operation of the Book Security System (Exhibit C). These will be taken to the medical staff of the AH for their approval.

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Charles Gordon, M.D.  
Chairman