

NNLM Region 1 Library Advisory Board (LAB)

NNLM Mission

To advance the progress of medicine and improve public health by providing U.S. health professionals with equal access to biomedical information and improving individuals' access to information to enable them to make informed decisions about their health.

Purpose of the Region 1 Library Advisory Board (LAB):

The purpose of the NNLM Region 1 Library Advisory Board (LAB) is to provide leadership guidance for outreach and engagement activities conducted by Region 1 staff and Senate Program members.

Charge

1) To guide the development and implementation of action plans for Region 1 programs that combat specific health disparities, and program areas identified as priorities with a focus on medically underserved populations

2) To develop strategic recommendations, programs, and relationships that advance the health of communities through equal access to biomedical and health information resources and data

Specifically, LAB members will provide three core services:

Identify Opportunities

- Provide input on library programming that would most benefit from NNLM support and NLM products and services
- Promote NNLM membership to libraries and other organizations
- Offer ideas and input on potential partnerships with organizations in the region
- Advise on potential conferences, health fairs, or other public events that would benefit from an NNLM Region 1 presence

Provide Feedback

- Offer guidance on effective Region 1 messaging and outreach
- Recommend serial and feature communications across Region 1
- Consult on the development and implementation of any Region 1 assessments

Align Activities

- Select activities for the region that align with NNLM initiatives and priorities
- Develop regional action plans to guide Region 1 training, funding, and engagement activities

Eligibility

To be eligible for membership, individuals must work in and/or be residents of Region 1 and be employed in one of the following kinds of libraries: public, academic, hospital, medical, research, or health sciences.

Members must have an interest in serving the mission of NNLM as well as the purpose of the advisory board.

Recruitment

NNLM Region 1 will promote the opportunity across multiple communication channels. An online form will collect information including position, experience, interest, and an attestation that the nominee will serve one or two-year terms during the cooperative agreement period that ends on April 30, 2026. Recruitment of NNLM Network Members will take place bi-annually if not annually.

Composition

The LAB will consist of 6-8 members, including one Region 1 staff member. Member recruitment and selection will be aimed at library professionals from public, academic, hospital, medical, research, or health sciences libraries. In addition, board composition will reflect multiple roles (director/manager, program staff, etc.) and types of communities served (urban, suburban, and rural).

The Region 1 staff member will facilitate the needs of LAB member meetings.

LAB members will elect two leads to participate in the Region 1 Executive Committee and work closely with the Region 1 staff representative to develop agendas. The RML staff member will also proactively share progress, outcomes, barriers, and successes with the LAB through regular bi-directional communication.

Expectations of Library Advisory Board (LAB) Members

- to attend quarterly meetings
- to come prepared to contribute for each meeting
- to bring concerns, feedback, and requested recommendations to Region 1 staff

Terms

LAB members may serve a two to three-year appointment coinciding with the NNLM 2021-2026 grant cycle.

Resignation and Termination

- Any member may resign by sending an email resignation to the Region 1 staff representative at any time.
- If a member is not meeting expectations, they will be asked to step down.

Decision Making

Decisions will be made by majority vote. Each member will have equal vote. The Region 1 staff member will only vote in case of a tie.

Records

A Region 1 note taker will be assigned for each meeting. Meeting minutes will be sent to all members within one week. The Executive Director will make meeting minutes public after approval. Meetings may be recorded to support note taking purposes, but not made public.

Remuneration

Library Advisory Board members will receive remuneration and direction from Region 1. They will be paid a \$200 stipend annually for meeting participation.