

**Terms of Reference for Affiliation between the Canadian Health Libraries Association/Association des bibliothèques de la santé du Canada (CHLA/ABSC) and the Ontario Hospital Libraries Association (OHLA)**  
(October 2000, Toronto, 15; July, 2008; June 2013, Jan 2017)

CHLA/ABSC and OHLA agree to abide by these Terms of Reference, which are intended to further the professional interests and goals of their respective members, and to increase opportunities for co-operation between the two associations:

CHLA/ABSC, as the sole national health libraries association, is recognized as being uniquely positioned to represent the interests of all Canadian health librarians and libraries. OHLA membership is open to all health libraries in Ontario and is thus recognized as being uniquely positioned to represent the professional and political interests of Ontario health library staff and libraries.

1. Each association shall maintain with the affiliated group current documents that define its mandate, i.e. strategic plan, by-laws, membership brochure.
2. Following its annual general meeting, each association shall submit to the affiliated association the names of its current executive members.
3. The President of each association shall be the representative to the affiliated group and shall seek opportunities to discuss matters of mutual concern. Each Association President or delegate shall be invited to the other's Executive/Annual Meetings. OHLA will strive to support CHLA/ABSC Chapter activities where beneficial/appropriate.
4. The President of each association shall submit to the other, an annual written report of the association's activities. A CHLA/ABSC "news" column written by the CHLA/ABSC President will be a regular feature on the OHLA Website.
5. When and where appropriate, each association shall promote activities/initiatives of the affiliated group.
6. When and where appropriate, the associations will collaborate to organize educational opportunities, such as lectures, workshops, teleconferences, etc.
7. Each association will inform the affiliated group, in writing, of its intention to disband.

8. These Terms of Reference shall be reviewed by the association executives and signed by the respective presidents at least once every three years.

## Signed in December, 2000

Linda Wilcox, OHLA President

Patrick Ellis, CHLA/ABSC President

Revised July 2008

Signed by Dianne Kharouba (CHLA/ABSC President) and Mary McDiarmid (OHLA President)

Revised June 2013

Signed by Charlotte Beck, CHLA/ABSC President

Signed by Toni Janik, OHLA President

Reviewed January 2017



Signed by Lindsay Alcock, CHLA/ABSC President



Signed by Rachel Couban, OHLA President