North Atlantic Health Sciences Libraries  
Executive Board Meeting  
June 12, 2009

Attendance: Bette Bissonnette, MaryAnn Burke, Margo Coletti, James Craig, Andy Dzaugis, John Gallagher, Sally Gore, Penny Glassman, Shirley Gronholm, Linda Kaczmarczyk, Clair La Force, Len Levin, Nathan Norris, Marilyn Pitman, MaryAnn Slocomb, Joan Yanicke

Phone: Megan McNichol, Janet Cowan, Dina McKelvy

Meeting called to order at 10:05am

Jay Daly. The Board expressed its sympathy to Margo and the BIDMC Library staff at the unexpected death of their colleague Jay Daly. Several suggestions were made to rename the chapter award after Jay or to start a new technology award named after him. It was sent back to Nominating Comm. for discussion.

Motion made to make $200.00 donation to Autism charity listed in Jay’s obituary. No discussion. Motion passed unanimously.


Name Change Task Force. John Gallagher detailed the process for a NAHSL name change. See attached report for complete details. A spirited discussion followed. There was some concern among the Board that unless the name change process receives strong backing from the Board, it will die in committee. It was suggested that the Task Force should be in charge of moving the process along.

A motion was made to accept the report of the Name Change Task Force. The Board expressed gratitude for a very thorough and excellent job. Motion passed unanimously.

A motion was made to vote at Annual Meeting to change the organization’s current name of “North Atlantic Health Sciences Libraries” to “New England Chapter of the Medical Library Association” and amend the By Laws accordingly. Vote: 8 in favor, 7 against, 3 abstain. Motion passed.

A motion was then made to rescind the previous action. Vote: 13 for, 4 against. Motion passed.

New motion was made to survey the membership one more time regarding their preference for a specific name change. This survey, done by email, would include the top 6 names from the original Name Change Task Force survey. This survey is non-binding and the results must be approved by the membership at the Annual meeting in October. The name that receives the most votes will then be presented at the Annual Meeting in October for a final vote. If approved, the Bylaws would then be changed accordingly to reflect the new name. Vote: 12 in favor, 5 against, 1 abstain. Motion passed.

Margo volunteered to do the new survey.
**NAHSL 2009 Conference Report.** Arrangements are under control and things are looking good. Program is set and room arrangements have been made. See attached report for more detail.

**Conference Task Force.** Andy thanked the task force for their hard work and comprehensive recommendations. The complete report is attached. Discussion followed on points made in the recommendations. The Task Force will ask the 2009 Annual Meeting Committee for a time slot to schedule a Member’s Forum to formally present their findings and recommendations. The Board was asked to look at the report in detail and see if there are any holes or areas overlooked. Suggestion was made to include a statement in section 4Ci that the conference should try to be fiscally and socially responsible.

**NAHSL 2010 Conference.** The Conference is moving right along with speakers and location all set. There will not be a Monday night banquet because of high cost. See attached report for additional details.

**NEW BUSINESS**

**State of Medical Libraries in New England.** The Board asked Margo to write letter to NLM asking them to reconsider NN/LM Decline membership requirements as we feel they are too lax and not being enforced. This poses a threat to the existence of hospital libraries now and in the future as shown by the recent closing of 3 established hospital libraries, Joslin Clinic, Mercy Hospital and Saints Medical Center. The Board hopes it can work with accrediting bodies to help support medical/hospital libraries by increasing standards and requirements.

Discussion followed on Decline lenders, borrowers and membership. Many hospital libraries have become net borrowers because of a lack of staffing and a lack of a journal collection. This is unfair to hospitals that both staff their libraries and maintain a journal collection. There was also some discussion about MLA credentialing and lack thereof and need for support from accrediting bodies such as JCAHO and MMS.

**RAC Meeting.** Javier reported the RAC will invite leaders from state medical library agencies to help develop strategic planning for consortia planning/resource sharing, training & education, advocacy/outreach. The first meeting is scheduled for July 30.

**Officer’s Reports:** See attached

Treasurer’s report: See attached

Nominating: The Committee has 2 nominations for Chair from CT so there will be an election at the Annual Meeting in October. The Board accepted slate of nominees.

ByLaws/Procedures: Marilyn has revised some committee descriptions and asked for input

Committee Reports: All reports are attached

The Board thanked John Gallagher for his years of service as his 3yr term will expire shortly and this is his last Executive Board meeting.

Meeting adjourned at 2:45PM.

Respectfully submitted,

Bette Bissonnette
Secretary
Work has begun on reformatting of and minor changes to the Policies and Procedures document. A sample page was emailed to committee members for review and comment. Those responding approved the revised look. Additional pages have been drafted and will be passed out at the Board meeting to the respective officers/representatives for feedback.

Respectfully submitted,

Marilyn Pitman

Chair, Bylaws Committee

Committee Members:

Deborah Clark

Mark Gentry

Lynda Grayson
## Account Balances - As of 6/12/2009

As of 6/12/2009

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EDUCATION COMMITTEE REPORT
NAHSL EXECUTIVE BOARD MEETING
June 12th, 2009

A. STEM CELL PROGRAM

NAHSL (Alison Clapp) handled the registration process for the program. We also agreed to contribute to one of the speakers for the program, if registration fees did not cover expenses.

B. SUMMER CE PROGRAM

We had been planning to do an online class next month, but this has been deferred until January to allow the instructors more time to formulate the course. We are currently looking for ideas for a summer class in the traditional format & we welcome suggestions from the NAHSL Board.

C. 2009 ANNUAL MEETING CE UPDATE

1. Clinical Topic Review: Pharmacology
   4 hours/ Maine Poison Control Center Staff/ Sunday, October 25, 8:00 a.m. – noon
   Status: instructors have agreed to do the class, no paperwork completed yet

2. Copyright: From Basics to the Digital Age
   6 hours/ Instructor Arlene Bielefield/ Sunday, October 25, 9:00 a.m. – 4:00 p.m.
   Status: Instructor has agreed to do the class, no paperwork completed yet
3. **Strategic Planning during Economic Uncertainty**  
4 hours/ Instructor Pat Wagner/ Sunday, October 25, 1:00 p.m. – 5:00 p.m.  

   Status: have a signed agreement

4. **Better Design and Delivery of Professional Education**  
4 hours/ Instructor Pat Wagner/ Sunday, October 25, 8:00 a.m. – noon  

   Status: have a signed agreement

5. **Usage Statistics: How to Collect, Analyze and Use in Collection Development**  
4 hours/ Instructor Nisa Bakkalbasi/ Sunday, October 25, 1:00 p.m. – 5:00 p.m.  

   Status: Instructor has agreed to do the class, no paperwork completed yet

6. **Knowledge Transfer: Moving from Best Evidence to Best Practice**  
4 hours/ Instructor Ellen Detlefsen/ Sunday, October, 1:00 p.m. – 5:00 p.m.  

   Status: have a signed agreement

2 hours/ Instructors Lauri Fennell & Janene Batten/ Tuesday, October 27, 12:15 p.m. – 2:15 p.m.  

   Status: instructors have agreed to do the class, no paperwork completed yet

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**D. NAHSL INNOVATIONS**

This is the Education and Marketing Committees blog-based recognition program. Conceived by Anne-Marie Kaminsky and aided by Mary-Ellen Bowen & Sally Gore, this new program launched May 20th, 2009! We look forward to showcasing great ideas from our membership on a regular basis!

Respectfully submitted,

Alison Clapp & Nathan Norris  
Co-chairs, NAHSL Education Committee
NAHSL Website

The homepage of the website was slightly revised to better highlight announcements and links of interest to visitors. Additionally, some clean-up has taken place regarding information on several lists including board members, committee membership and award recipients.

NAHSL Blog

With its “Welcome to the New NAHSL Blog!” post, NAHSL entered the Web 2.0 world on April 3, 2009. Since then, the site has had over 1500 views – a modest, but respectable following. Some of the top posts to date include:

- NAHSL Innovations
- About NAHSL’s Blog
- Swine Flu – Some Helpful Resources
- NAHSL Name Change Survey
- Funding for HIV/AIDS Community Information Outreach Projects 2009

All Executive Board members are encouraged to post their announcements to the blog to help move the membership towards using this communication tool. Holding forums and commenting on posts is also something that will hopefully, in time, become more prevalent, thus freeing up the listserv of such traffic.

Anyone seeking help in using the blog can contact Sally.
In coordination with the Education and Marketing Committees, a web-based submission form for the NAHSL Innovations program was built and added to both the NAHSL website and the blog. Submissions have come from both sites. The first Innovation was announced in May and mentioned on both the blog and the website.

Respectfully submitted,
Sally Gore
Chair, Electronic Communications Committee
Government Relations Committee

Report to NAHSL Executive Board

6/12/09

Open Access: At the MLA 2009 Conference, the Dental Section hosted the 3rd Annual Lecture on the Evidence Base, “Open Access and the Evidence” (read the blog entries at: http://npc.mlanet.org/mla09/?p=843 and http://npc.mlanet.org/mla09/?p=933#more-933). The legislative point is that, despite an attempt by Rep. Conyers (R-MI) to overturn the NIH Open Access Mandate with HR-801, the mandate has been made permanent. It can still be overturned by legislation but that appears highly unlikely to happen. Nevertheless, HR-801 remains on my Google Alerts list.

Vital Pathways: At the final meeting of the MLA’s Vital Pathways Taskforce in Honolulu, MLA’s executive board liaison, Carla Funk, and the new MLA president, Connie Shardt, were urged by several attendees to form a new, permanent taskforce or committee to work on getting national accrediting organizations such as ACCME, ACGME and CMS to adopt regulations requiring hospital library services. Since the Joint Commission has closed the door on hospital library requirements, the effort will have to be a more “grass roots” appeal to physicians who are affected by the closing of hospital libraries. An example of such an appeal is described below.

Letter to AMA: In April, a letter composed by a group of Massachusetts hospital librarians was signed by Carla Funk, Executive Director of MLA, and MLA then-president, Mary Ryan, and sent to the Board of Directors of the AMA. The letter exhorted the board to push for regulations requiring hospital library services, specifically to push the ACCME and the ACGME since their physician-members are directly affected by the dropping of library requirements by both of those medical education accrediting organizations.

Respectfully Submitted,

Margo Coletti, AMLS, AHIP

Chair, Government Relations Committee
Membership Committee

There are 188 members as of June 10, 2009

There were 203 members by the June Executive Board meeting in 2008.

Penny Glassman, MSLS
Acting Head, Technology Initiatives
University of MA Medical School
Lamar Soutter Library
55 Lake Avenue North
Worcester, MA 01655
508-856-2200
penny.glassman@umassmed.edu
At long last, the 2007/08 MLA benchmarking interactive reports are now available! We very much appreciate your patience in waiting for these reports.

As a participant -- even if you only added a small amount of data -- you are eligible to view the reports free of charge. Visit http://www.mlanet.org/resources/bench07/ for an overview, to review the worksheets from data collection, or to log in. An order form is also available for colleagues that may not have participated.

The report selection criteria options have been simplified from past years based on member comments and hope you find the data from these reports useful in your institution.

IF YOU ARE NO LONGER AT THE SAME INSTITUTION please let Kate Corcoran at MLA Headquarters know. It may be she can reset the username and password information to allow you access to any available data at your new institution.

BECAUSE CANADIAN PARTICIPANTS USED CANADIAN DOLLARS to enter administrative financial data, please choose your country before running reports.

If you have questions or find any data glitches or oddities when you run reports, please let me or Kate Corcoran at MLA headquarters know so that they can fix them ASAP.

Respectfully submitted

Shirley Gronholm
ARIHSL

1. The Executive Board met on May 20th at Kent Hospital.

2. ARIHSL met on Wednesday, March 18th, 3pm at the Community College of RI (CCRI) – Flanagan campus in Lincoln, RI.
   - A brief business meeting was held.
   - The CE class “Evidence-based Nursing” was presented by Janene Batten, from Yale, from 9am to 3pm.

3. The hours of the librarian position for Marybeth Edwards at Roger Williams Hospital were reduced from 40 hour to 32 hours per week. The part-time assistant’s hours were also reduced.

4. The librarian position at Women & Infants Hospital for Nancy Ross were increased from 20 to 40 hours per week.

5. The proposed changes to the Department of Health (DOH) Rules & Regulations for Licensing of Hospitals became law on May 14, 2009. The new law retains all of the wording from the previous law, and it adds a statement about computerized information sources.

6. The annual ARIHSL meeting will be held Wednesday, June 10th at the Greenwood Inn.

7. Proposed slate of officers for the coming year:
   Arline Dyer, Memorial Hospital – incoming President
   Janet Crager, Brown U. – Vice President
   Pat Padula – Secretary
   Marybeth Edwards - Treasurer

RI-Statewide

- WebJunction is going well for RI, and now has 400 members in RI.
- Statewide databases: EBSCO will provide geographical authentication for its databases. Tutor and World Book already provide this for RI.
A customized online disaster plan (dPlan) has been developed to fit RI circumstances. This will make filling out the dPlan a little easier for RI libraries.

The American Library Association *National Library Legislative Day* (NLLD) was held May 10 – 12, 2009. Mary Ann Slocomb attended and had the opportunity to meet with the RI senators and representatives (2) from RI.

Providence Public Library, a private, non-profit organization, will no longer operate its 9 neighborhood branches. The branches will become a separate city municipal branch system, possibly managed by another non-profit entity, Providence Community Library.

Respectfully submitted,

Mary Ann Slocomb

Rhode Island Hospital / Lifespan

ARIHSL state representative to NAHSL
CAHSL Report for NAHSL

June 13, 2009

CAHSL Executive Board 2008-2009
President: Ellen Brassil, Sacred Heart University, Fairfield, CT.
Vice-President/President-Elect: Lyn Crispino, Gaylord Hospital, Wallingford, CT.
Secretary: Jennifer Campbell, Hospital of Central Connecticut, New Britain, CT.
Treasurer: Lynda Grayson

Proposed Slate of Incoming Officers
President: Todd Lane
Vice-President/President-Elect: Lynn Sette
Secretary: Lori Bradshaw
Treasurer: Lynda Grayson

Previous CAHSL Meetings
March 25, 2009 – Middletown Library Service Center, Middletown


April 29, 2009 – Middletown Library Service Center, Middletown

Guest Speaker: Professor Matthew Moran from Sacred Heart University’s Department of Exercise Science presented a demonstration of Zotero, Firefox’s powerful research tool that helps users gather, organize, and analyze sources (citations, full texts, web pages, images, and other objects).

Upcoming Meetings
June 18, 2009 – Annual Meeting/Luncheon, The Tymes Restaurant, Hamden
Guest Speaker: Kathy Stemmer Frumento will present “It’s More Than Just the Standards”.

Meeting Frequency Task Force

A taskforce was formed to investigate the optimal frequency, quantity and location of CAHSL meetings. Members include: Amy Frey, Linda Spadaccini, Anne-Marie Kaminsky, Jessica Kilham, Jeannine Gluck. A poll of the membership was conducted via SurveyMonkey, and the results will be discussed at an upcoming meeting.

CAHSL Executive Board - Term Limits

All Executive Board positions will continue to have existing term limits. To ensure continuity and smooth transition, a proposal to formally adopt a President Elect/President/Past-President format is under consideration currently.

New CT State Representative

This may be my last NAHSL meeting since my term is up. CAHSL will be nominating a new State Representative at the June 18 CAHSL Annual Meeting. It has been a pleasure for me to be part of the NAHSL Executive Committee, and I have very much enjoyed the experience and camaraderie.

Respectfully submitted,

John Gallagher
NAHSL Executive Board Meeting

June 12, 2009

State Representative Report: Health Sciences Libraries of New Hampshire/Vermont

Recent Meetings of HSL-NH/VT

The organization held its spring meeting on May 7th at the Fireside Inn in Lebanon, NH. Items on the agenda included:

- Discussion of terms of office for various positions and a change to the bylaws to allow online voting for future bylaws changes.
- Bill Garrity presented the educational component of the meeting with review and clarification of copyright law relating to use and sharing of e-articles and license agreements.
- The Goodwin Group presented a demonstration of their product, MD Conference Express.
- Nancy Bianchi from UVM presented a research project she conducted analyzing types of search requests received from physicians at pediatric grand rounds and the resources used to answer them.
- Marianne Burke presented data about ILL services by UVM to NH and VT medical libraries.
- A donation was made by HSL-NH/VT, in memory of Brenda Birck, to the Rivier College library.
- HSL-NH/VT will offer scholarships toward covering registration and CE expenses for NAHSL 2009. An amount of 10% of our treasury balance has been set aside for this purpose.

News from the Field:

- Alice (Betsy) Merrill from Northeastern Vermont Regional Hospital has been collaborating for two years with the Norris Cotton Cancer Center-North, the American Cancer Society, and a Palliative Care Group to develop & open a cancer resource center at NCCC-N. The planning and process has extended over a two year period, and they were just given the certificate of occupancy last week. The center is now open for patients, families and caregivers to use.

- Claire LaForce, Rutland Regional Medical Center, was nominated by the Nursing Support Staff for an Award in Excellence

- The New England Region magazine, Advance for Nurses, features an article by Irene Fortin, RN, Rutland Regional Medical Center, regarding a research project generated by the Evidence-based Practice/Research Council work and the collaboration between nurses and the hospital librarian.

- Marianne Burke, Jessie Casella and Claire LaForce will be meeting with the new Vermont Director of Libraries on Monday, June 15 at the State Office Building in Montpelier. We hope to learn about plans for public libraries, possible collaborative ventures and sharing of resources.
New HSLIC executive board 2009-2010
Chairperson: Patty Williams, Foundation for Blood Research
Chair-Elect: Evelyn Greenlaw, USM- Lewiston-Auburn College;
Treasurer: Nancy Curtis, University of Maine-Orono
Past Chairperson: Happy Copley, St. Mary’s Regional Medical Center
Secretary: Emily Scribner, Franklin Memorial Hospital
HSLIC Regional Rep’s: Area I, Ramona Connelly, York Hospital
Area II, Rebecca Jordan, Redington-Fairview
Area III, Amy Averre, Husson University

Committees and delegates to other organizations, see the HSLIC website:
http://library.umassmed.edu/hslic/officers.html.

Board Meetings:
The next HSLIC Executive Board Meeting is scheduled for Aug 14th 2009.

Upcoming Meetings:
What’s cooking? NAHSL 2009 Is scheduled for October 25-27, 2009 at the Samoset Resort in Rockport, ME. The HSLIC group is looking forward with joy and anticipation to welcoming everyone to Maine!

Regional & State News:

*Dina McKelvy* was awarded the 2009 Eleanor C. Cairns Award. Congratulations!

On June 25th there will be a MHA Allied Health Luncheon at the Samoset Resort in Rockland, ME

This event recognizes outstanding members of Allied Health Organizations.

On May 1st HSLIC held their annual spring meeting. It was a terrific success. There was an NNLM-NER update given by Javier Crespo and an excellent afternoon educational session *Assessment and Performance Indicators for Librarians presented by Raynna Bowlby*. Dina McKelvy was awarded the 2009 Eleanor C. Cairns Award.

There were some new executive board members chosen for 2009-2010.

- Patty Williams; Chairperson
- Evelyn Greenlaw; Chair Elect
- Ramona Connelly; Region I Rep
- Rebecca Jordan; Region II Rep
- Amy Averre; Region III Rep
The Maine State Library has lost $300,000 in their budget. They will not be filling any empty staff positions for the foreseeable future.

**Spring Education:**

The Northeastern Maine Library District and HSLIC is sponsoring two educational sessions for the spring time in Norway on June 4th & 5th and Bangor on May 7th. Both classes are taught by Michelle Eberle from the NNLM-NER.

- *Savvy Library Services for Senior Health*
- *Grant Writing*
Annual Meeting

The 2009 Annual Meeting was held on April 24, 2009 at the Massachusetts Medical Society in Waltham. The title of the program was, "Rebranding Ourselves for the 21st Century". Approximately eighty people attended the meeting. Speakers and presentations included:

- “Report of a Qualitative Study of New England Hospital Administrator Perceptions of the Value of the Library”, Elaine Martin, DA, Director of Library Services, Lamar Soutter Library, Director, NN/LM NER, UMass Medical School
- “Dressed in Overalls and Looking Like Work”, Margo Coletti, MLIS, Beth Israel Deaconess Medical Center
- “The Media Specialist Role for Medical Librarians”, Donna Beales, MLIS, Lowell General Hospital
- “From Info Gathering to Info Pushing”, Brandy King, MLIS, Center on Media and Child Health at Children’s Hospital Boston
- “Shush to Push: Technology and the Modern Librarian”, Erin Logsdon, MLIS, Consultant, Digital Solutions

(Speakers have graciously made their presentations available online via the MAHSLIN website.)

New Officers

Terri Niland, Fahey Library, Lawrence Memorial Hospital, assumes the duties of President of MAHSLIN for 2009-2010. The 2009-2010 slate of nominated officers was also voted on at the annual meeting. Elaine C. Alligood, Information Specialist, VA TAP-VA, Department of Veterans Affairs, Boston, was selected Vice-President/President Elect. Patricia A. McNary, Electronic Services Librarian, Massachusetts College of Pharmacy and Health Sciences, was selected Treasurer.

Jay Daly

The MAHSLIN membership, along with so many others in our profession and beyond, mourn the passing of longtime member, innovative librarian and information specialist, fiction writer, technology wizard, and great friend Jay Daly. Jay was 62 years old.

Respectfully submitted,

Sally Gore

MAHSLIN Representative
NAHSL Conference Planning Committee 2009 Report

What’s Cooking: A Taste of the Future

Samoset Resort, Rockport, Maine,

October 25 – 27, 2009

NAHSL Executive Board

June 2009

Conference Planning Committee: The committee has held two remote meetings. They continue to do an outstanding job! We are working on the script – which is a great way to mentally “rehearse” the conference.

Hotel: The room rates are guaranteed at $139/night ($149 for Saturday night). The CPC is planning to meet at the Samoset for our June meeting. We met at the Samoset in April and made all room assignments. A reminder: if your committee needs to meet at the conference, please request a room as soon as possible.

Program: The program is complete. Our third keynote presenter is Peter Suber, open access expert. Kathy has begun promoting the poster session, and already has several interested presenters. We have shifted some programs around to allow for a Pubmed/Docline update. We have a request from the MLA leadership for an opportunity to meet with new members and students and we are working on it.

Hospitality: Location and caterer are confirmed for the reception. Entertainment is booked and under contract.

AV/Technology: We are developing a powerpoint to show during ramp up times for the key note speakers which will thank sponsors and include other PSAs. We continue to use pbwiki for our collaborative documents.

Exhibits: We will charge the same $475 rate to exhibitors as 2008. We’ve abandoned the idea of having smaller local vendors join us. We are offering vendors an opportunity (at an additional fee) to reserve a room during Monday early morning or late afternoon for product demonstrations.

Sponsorship: Janet is promoting scholarship and offering some ad space in the program. HSLIC libraries are being asked to pool money to donate as a group.
Scholarship: We have a list and photographs of items submitted for the scholarship table on the website.

Publicity: Notice was sent to MLA News. We are sending monthly teasers to the listserv. An upcoming teaser will address ways to save money when coming to NAHSL. The save the date postcard will be sent by email this year (saving ~$500 or so).

Registration: We have abandoned the idea of “Bring a NAHSL Newbie”. We determined that it was too much effort for the anticipated benefit.

Website: We have added a link called NAHSL on a Budget with information on getting scholarships, and other ways to save money on travel. We are developing a Delicious page for the conference.

Finances: Marj is maintaining a spreadsheet to track expenses and prepare the budget.

Evaluation: We plan to use Survey Monkey again for our survey, and include a form in the registration packet for taking notes, explaining that the evaluations will be coming by email.
NAHSL Name Change Investigatory Subcommittee
Final Report
June 8, 2009

INTRODUCTION
At the NAHSL ’08 Annual Meeting a Motion from the Floor to “investigate changing
NAHSL’s name from North Atlantic Health Sciences Libraries to the New England
Regional Chapter of the Medical Library Association, or similar” was presented.
Originally the organization was called the New England Regional Group of the
Medical Library Association. At the 1975 meeting members approved changing the
name to the North Atlantic Health Sciences Libraries to represent the inclusion of
the Canadian maritime-provinces. In 1993 the chapter boundaries were redrawn to
include only the New England states.
The rationale presented for changing NAHSL’s name was threefold:
· “NAHSL” is not in sync with the naming convention used for the majority of the
other MLA Chapters, e.g. Southern Chapter, Mid-Atlantic Chapter, New York-New
Jersey Chapter, etc. (See: http://www.mlanet.org/chapters/chapters.html)
· “New England” more accurately reflects the geographic region NAHSL now
represents than “North Atlantic”.
· The acronym “NAHSL” is a source of humor and even some derision.
The motion was approved by the membership present. At the subsequent NAHSL
Executive Board Meeting, Andy Dzaugis formed the NAHSL Name Change
Investigatory subcommittee to investigate the process, cost and other implications
associated with a name change.

PROCESS List
of Necessary Steps:
Membership Vote ($0)
1. To change NAHSL’s name to a specific alternative (e.g. New England Chapter of the
Medical Library Association), a vote of the membership must be conducted at a
NAHSL Annual Meeting.
a. All current NAHSL members must be notified of the vote no less than 3 weeks
prior to the vote at the Annual Meeting.

Secretary of the State of Connecticut ($40)
2. Complete and file a Certificate of Amendment for Non-Stock Corporation with the
Office of the Secretary of the State of Connecticut.
_nonstock_corp.pdf
a. Form takes less than a week to be processed by the SOTS office.
b. There is a $10 filing fee for the amendment.
c. It is advisable to reserve the new corporation name prior to the vote to ensure
the name’s availability at the time of filing. To reserve a name for 120 days costs
$30.

Federal Internal Revenue Service
3. Send a copy of NAHSL’s newly amended articles of incorporation to the IRS:
Internal Revenue Services
Attn. Entity
Cincinnati, OH 45999
a. For a simple name change of a non-stock corporation a new EIN (Employer ID
Number) should not be necessary.
b. Takes approximately 30 days for the IRS to process request.
c. To avoid confusion at the IRS, it is advisable to coordinate the name change when no active NAHSL submissions or tax filings exist with the IRS.

CT Department of Revenue Services
4. Send a letter and a copy of the amended articles of incorporation to the Department of Revenue Services. Send DRS notification of the name change to:
   Department of Revenue Services
   Registration Unit
   25 Sigourney St. Ste 2
   Hartford, CT 06106

   a. IMPORTANT: Should NAHSL be required by the Internal Revenue Service to obtain a new federal employer identification number (FEIN), it will also have to obtain a new Connecticut tax registration number. NAHSL would have to close all existing tax accounts with Connecticut’s Department of Revenue Services and fill out Form REG-1, Business Taxes Registration Application, to obtain the new number.

EXPENSES
Expenses that would be associated with an organizational name change:
1. CT Certificate of Amendment for Non-Stock Corporation filing and name reservation fee: $40.00
2. New set of checks (Qty=300): $42.00
3. New Logo – Design: $2,000.00
4. Stationery (2 reams, 1K sheets): $150.00
5. Envelopes (Qty=1K): $184.00
TOTAL $2,426.00

FOR CONSIDERATION
Alternative Names
A survey of the membership to identify alternative names for NAHSL was conducted via a SurveyMonkey questionnaire. In total 107 people responded to the survey, which was distributed via NAHSL-L (see Appendix I).
The survey found that “New England Chapter of the Medical Library Association” received the most (19) first choice picks and the most (35) overall selections. Other suggested names also received a good response:
   ☐ New England Medical Library Association (15/32)
   ☐ Medical Library Association - New England Chapter (13/30)
Therefore, we conclude that a name that included some combination of “Medical Library Association” and “New England” would be the name with the best chance of replacing NAHSL if put to a vote of the membership.

Timing
Should the membership vote in favor of a name change, it will be important to pay special attention to timing. It is preferable to ensure (administratively) that the transition goes as smoothly as possible.
Several issues to consider:
   ☐ It will take at least 8-10 weeks for the administrative process to complete.
   ☐ January 1 is the date we would want the new name to go into effect.
NAHSL’09 occurs later than usual this year, leaving less time between the election and January 1, 2010.

- Sponsor/exhibitor income checks are often staggered throughout the 1st quarter of next fiscal year.
- Vendor payments often spill into the next fiscal year.
- There will be outstanding encumbrances to consider.

In light of these issues, we recommend allowing at least 1 year between the vote and the actual formal adoption of the new name.

Respectfully Submitted
On behalf of the NAHSL Name Change Investigatory Subcommittee:
John Gallagher
Mark Goldstein
Marilyn Pitman
Shirley Gronholm
NAHSL Nominations Committee Report

Marianne Burke Chair, James Craig, John Gallagher, Ellen Brassil, Mary Adams, Claire La Force

The Committee solicited nominations for 2011 Conference-Chair/Chapter Chair officer of NAHSL. We considered several candidates. 2 candidates have emerged as very qualified and also they have agreed to run.

So the Nominating Committee puts forward for your approval this slate for this office.

Candidates are: Kathy Stemmer-Frumento, Director of Library Services, Greenwich Hospital Greenwich Connecticut, and Charles Greenberg, Librarian, Cushing/Whitney Medical Library, Yale University.

We are considering who would be the Nominee to the MLA Nominating Committee, and we will also take the NAHSL annual award soon.

Respectfully submitted,

Marianne Burke
Chapter Council Report

MLA 2009 Chapter Council Meeting: May 16, 2009

Dina McKelvy, NAHSL invited representative

MLA has a new content management system that will roll out this coming year. It will allow people to keep track of their activities and AHIP points online, as well as invoices. The new management system should be in place for 2010 renewals.

The MLA board has started using megameeting.com for its board meetings to save on travel expenses. This allows them to see each other (up to 16 people) as well as hear each other. It has been very successful, and we can talk with Kate Corcoran about getting access to this for ourselves.

Carla Funk reported that the NTCC feed will be added to the CE clearinghouse to increase distance learning opportunities. Also, benchmark data is now on MLAnet.

Attendance at the MLA conference was down this year to ~780, from an average of ~1200. Roundtable attendance was also down from 280 last year to 157 this year.

Credentialing: the number of emeritis members is on the rise. The points system has been revised to give points for professional blogging and managing a professional wiki.

There are now 13 chapters in Chapter Council. The Pittsburgh chapter was officially dissolved at this meeting. That chapter’s members are joining the Mid-Atlantic chapter. Interesting point: the MLA members within the chapter area, as well as the chapter members had to vote on this change.

Related to that point: we can get a copy of all members of MLA within our chapter’s geographical area who are not currently NAHSL members. Membership opportunity!

From the chapter reports – some highlights: several are using Activa for conference registration. Others are using regonline.com which handles conferences as well as membership.

Connie Schardt, incoming MLA president, reported on her initiatives for the coming year. She hopes to engage new and younger members, create a richer virtual experience of the annual conference, and foster new leaders in the MLA membership.
The Conference task force recommendations are predicated on:

- membership survey
- discussion with NAHSL’s conference venue planner Donna Wickstrand
- reports from how other regional chapters deal with similar issues
- collective experience of task force members, all who have been closely involved with Conference planning

Some of the important things discovered:

- On the whole the NAHSL Annual Conference is a valued and relevant event for membership
  - Order of importance for aspects of conference: keynotes speakers, CEs, breakouts networking, updates, vendors, social events, activities outside meeting
- With travel budgets being tightened “local” travel may become the default rather than national travel (i.e. more to NAHSL, less to MLA)
- Membership will need to be choosing fewer meetings to attend
- CEs are very inexpensive at NAHSL by comparison to MLA
- According to the survey vendors less important than program. They are a valuable income stream, however - keep
- Although permanent locations could be an option, and supported by membership survey responses, membership enjoy travelling from state to state each year for the Conference.
- Membership willing to bear slight increase in Conference registrations (up to $50)
- Other chapters elect a separate Chapter Chair from Conference Chair – NAHSL (and Hawaii chapter) is the only one that doesn’t
- Most conference attendees come from MA and CT
- Board MUST continue to be open with membership with what it is doing and deciding

Assumptions to be concerned about:

- Anticipate decreased financial input from vendors as economy slows and vendors consolidate
- Travel expenses of membership curtailed in the near future
- Conference costs are on the increase

Recommendations:

1. Separation of Conference Chair from NAHSL chair elect (becomes NAHSL Program Committee chair as described in 2. below).
   This is the model in other MLA chapters and will ease the burden of the 4 year commitment for this official – 2 year commitment instead (or 3? see 2.iii. below). Also this allows for official to focus on the Conference and not be concerned with upcoming commitment as Chapter Chair.
   a. Conference chair
      i. term begins 2 years prior to conference
      ii. elected from state Conference to be held
   b. Opens up a opportunity for another member to serve in official capacity as now there is NASHL Conference Chair/Program Chair as well as NAHSL Chair
   c. Conference Chair also becomes NAHSL Program Committee Chair
   d. Year 1 – Chair will not have had luxury of being “incoming” – recommendation for NAHSL chair to appoint someone who has had experience from a recently organized a conference, either a
previous Chair, or one of the committee with large amount of responsibility (like the hospitality chair, or local arrangements chair). Also appoint “experienced” incoming chair as well in first year.

c. Conference Chair oversees committee with membership from state where conference to be held

d. Committee plans local arrangements for Conference only, also easing the burden on state members

2. Reinstatement of NAHSL Program Committee
   a. NAHSL Program Chair – elected (same person as 1. above)
   b. Program Committee Chair & Conference Chair are same so that Conference oversight is by one person
   c. Nominating Committee would be tasked with finding this official (even if this is a Chair appointment)
   d. See 1d. for first term appointment recommendations
   e. Program Committee includes (similar model to CE Committee is recommended -- terms for committee members to be decided):
      i. Treasurer (ex. Officio)
      ii. CE chair (or appointee from CE Committee)
      iii. potentially outgoing Program Chair/Conf chair to impart experience?
      iv. others to be decided, but an all state representation is recommended
   f. committee responsible for the overall Conference program

NOTE: Committees mentioned in 1. and 2. allow for participation by a larger number of NAHSL members.

3. NAHSL Chapter Chair
   a. Elected for 3 year term only – Chair-elect; Chair; past-Chair
   b. As Chair-elect would work closely with NAHSL Chair to plan regional oversight
   c. This model means Chapter Chair would not have to rotate between states which eases the burden on state chapters

4. NAHSL Conference to remain in same format
   a. Reviewing the survey that membership completed there did not seem to be anything “broken” with the current conference structure
   b. Reviewing financial statements from each of the last 3 Conferences sees that on average Conferences are a break even event
   c. RECOMMENDATIONS
      i. Conferences finance decisions to be fiscally responsible and to be made on a break even premise
      ii. Do away with “frills” – e.g. gift for coming; fancy decorations; save the date mailer (do electronically)
      iii. Conference budgets need checks and balances -- to be overseen by NAHSL Treasurer and NAHSL Chair
      iv. All expenses to be approved by Treasurer prior to contracts signed and promises made
      v. Speaker fees & CE honorariums, as well as associated costs for these items, to be authorized and approved by NAHSL Treasurer & NAHSL Chair and not solely the Program Committee
5. **NASHL Executive to explore the possibility of cosponsoring the Annual Conference** with other organizations such as SLA. Although it is recognized that co-sponsorship can be fraught with challenges the recommendation is that this structure must be on an even basis with both organizations benefiting from such an alliance.

Respectfully submitted

Janene Batten, Chair
Bette Bissonette
Marianne Burke
Janet Cowen
Len Levin
Tovah Reis
Judy Spak

Attachment: Timeline/Example of Transition to New Leadership Structure (with thanks to Len)
NAHSL

Timeline/Example of Transition to New Leadership Structure

The following represents an example and time-line for the transition from current chair/conference leadership structure to a new proposed structure based on the separation of the chair position from that of conference chair and the re-implentiation of a standing program committee. This new structure would be voted upon by the membership along with a bylaw change (with a vote for change by 2009 and a bylaws change no later than 2010) and would begin following the annual business meeting of 2011. (Subject to change based upon actual membership voting)

*Note: When available, real members are indicated in current positions. For future positions, names in quotes (of historical New England figures) are used to maintain clarity.*

**2008-09**

- Chair – Andy Dzaugis (MA)
- Conference Chair – Dina McKelvy (ME)
- Conference Chair Elect – Susan Warthman (RI)
- Past Chair – Marianne Burke (NH/VT)
- CONFERENCE – Maine

**2009-10**

- Chair – Dina McKelvy (ME)
- Conference Chair – Susan Warthman (RI)
- Conference Chair Elect – “Nathan Hale” (CT)

No Program Ctte.

Task force outcomes discussed with membership

If approved by membership, develop bylaws and send to MLA for approval
• Past Chair – Andy Dzaugis (MA)
• CONFERENCE – Rhode Island

Final vote by membership for transition

2010-11

• Chair – Susan Warthman (RI)
• Conference Chair – “Nathan Hale” (CT)
• Conf Chair Elect – “Daniel Webster” (NH/VT – this time from NH)
• Past Chair – Dina McKelvy

Nominations committee seeks Conf Chair from MA and NAHSL Chair from the region

• CONFERENCE – Connecticut

Transition occurs at election.

2011-12

• Chair – “Nathan Hale” (CT)
• Conference Chair – “Daniel Webster” (NH/VT)
• Conference/Program Chair Elect – “Dorothea Dix” (MA)
• Past Chair – Susan Warthman (RI)
• CONFERENCE – New Hampshire

Program Ctte: (Year 1)

Chair - Appointed by NAHSL Chair*
Incoming Chair - "Dorothea Dix" (MA)
Past Chair - Appointed by NAHSL Chair*
Treasurer (ex-officio) - "Alexander Hamilton"
CE Rep - "William Osler" (one year term)
Member - "Anne Hutchinson" (RI)
Member - "Hanibal Hamlin" (ME)

Program Ctte: (Year 2)
2012-13

- Chair – “Daniel Webster” (NH/VT)
- Conference/Program Chair – “Dorothea Dix” (MA)*
- Conference/Program Chair Elect – “Paul Bunyan” (ME)*
- Chair Elect – “Paul Revere” (from any state/group)
- Past Chair – “Nathan Hale” (CT)
- CONFERENCE – Massachusetts

Chair - "Dorothea Dix" (MA)
Incoming Chair - Paul Bunyan (ME)
Past Chair - Appointed by NAHSL Chair yr. 1
Treasurer (ex-officio) - "Alexander Hamilton"
CE Rep - "William Cushing" (one year term)
Member - "Roger Ludlow" (CT)
Member - "Anne Hutchinson" (RI)

2013-14

- Chair – “Paul Revere”
- Conference/Program Chair – “Paul Bunyan” (ME)
- Conference/Program Chair Elect – “Roger Williams” (RI)
- Chair Elect – “Ethan Allan” (from any state/group)
- Past Chair – “Daniel Webster” (NH/VT)
- CONFERENCE- Maine

Program Ctte: (Year 3)
Chair - "Paul Bunyan" (ME)
Incoming Chair - "Roger Williams" (RI)
Past Chair - "Dorothea Dix" (MA)
Treasurer (ex-officio) - "Alexander Hamilton"
CE Rep - "Alexander Flexner" (one year term)
Member - "Benning Wentworth" (NH/VT)
Member - "Roger Ludlow" (CT)
2014-15

- Chair – “Ethan Allen”
- Conference/Program Chair – “Roger Williams” (RI)
- Conference/Program Chair Elect – “Jeremiah Wadsworth” (CT)
- Chair Elect – “Abigail Adams” (from any state/group)
- Past Chair – “Paul Revere”
- CONFERENCE – Rhode Island

* In Year 1 of the Program Ctte., the Chair and Past Chair would be appointed by the NAHSL Chair with the Chair to serve two years and the Past Chair to serve one. These individuals should be chosen on the basis of experience working with NAHSL programming.

Program Ctte:
- Chair - "Roger Williams" (RI)
- Incoming Chair - "Jeremiah Wadsworth" (CT)
- Past Chair - "Paul Bunyan" (ME)
- Treasurer (ex-officio) - "Oliver Wolcott"
- CE Rep - "Horace Mann" (one year term)
- Member - "Benning Wentworth" (NH/VT)
- Member - "Nicholas Brown" (RI)

From this point forward, the Treasurer would continue to serve ex-officio during his/her term. The two "members" would serve 2 year terms and would represent the two states not in the chair/incoming chair/past chair cycle which would be three year terms.