
Mary Ann reported that NAHSL submitted for the Majors Chapter Award: marketing flyers that Len and Committee developed as well as Marketing report. It will be February 2001 before we will receive notice of who will win this award. Mary Ann has been invited to a site visit on January 4th for the RML contract bid at UMass - she will represent NAHSL.

Minutes/Secretary's Report

Action: (Happy Copley for Kathy Brunjes) Minutes of October 23, 2000 were accepted as submitted. Kathy sent report that she will be ordering additional NAHSL stationery as requested (currently 500 pages with 500 envelopes are left).

Treasurer's Report

Discussion: Marj sent report showing a balance on hand of $78,760.53. Jo-Anne has outstanding bills from NAHSL 2000 still to be recorded; she will send these to Marj along with membership income received at the Conference.

Action: The Board approved the Treasurer's report as submitted.

Discussion: Mary Ann reviewed a letter received from Chapter Council (via Suellen) discussing using Quicken; MLA would license for all Chapters to use. MLA requests an answer to their offer by December 11. Mary Ann will confer with Marj; since we do not use MLA for taxes, perhaps this offer would not matter to NAHSL.
Committee Reports

Archives

Discussion: Sydney introduced Carole Foxman as her co-chair. Mary Ann welcomed Carole to the Board.

Discussion: The Archives Committee is in the process of re-forming, giving more consideration to the electronic component. A new Committee has been formed, with this consideration in mind:

James Craig (UMass, Amherst, Biological Sciences Library), Kate Kelly (Mass Gen Hospital, Boston, Tread well Library), Chris Nibs (Mass Eye and Ear Infirmary, Boston), Carole and Sydney.

Action: No action required.

Bylaws (Policy & Procedure)

Discussion: Debbie reported that the Policy & Procedure manual is on the NAHSL website. Debbie will undertake a comparison of NAHSL bylaws with MLA's model bylaws.

Action: For informational purposes.

Chapter Council

Discussion: No report from Suellen.

Action: No action required.

Conference '00

Discussion: Jo-Anne reported that reports and balance sheets are yet to be finalized; there are some outstanding bills to be paid. Overall, Conference evaluations were positive; the Kiosk evaluations were worth pursuing, although some "massaging" of data was required after it had been reported back. Final Evaluation report is not ready to present. Numbers that are ready: 207 total attendees (of these, five were CE instructors, nine instructors and 30 vendors, leaving 163 member/non member attendees). Jo-Anne's ballpark feeling is that there will be positive numbers for profit, overall. Jo-Anne also reported preliminary findings/suggestions for future Conferences: have a NAHSL debit card for use by Planning Committee, with established policies for use; a better on-site registration policy to avoid unnecessary confusion at the registration desk; ability to generate receipts at the registration desk/ during registration; secure server for credit card payments via the website and a better way to keep track of membership renewals during registration - the Conference took in 43 memberships with the 163 attendee registrations.

Action: Jo-Anne will send photos to Lida for posting on the web. Final reports and financials will be ready for
Conference '01

Discussion: Ed reported that Bill Self from NY-NJ Chapter of MLA will attend the next Conference '01 planning meeting (December 11). The Planning Committee is inviting Senator Hillary Clinton as keynote speaker; Dr. Zarfoss from Memorial Sloan Kettering is another possible speaker. Carla Funk may also be invited. The Committee is in the process of developing "seminars" instead of mini-courses. Ed invited everyone to view the Conference website (it has the puzzle that was distributed as an invitation during Conference '00).

Action: For informational purposes.

Conference '02

Discussion: Karen Odato has her full committee; their first meeting will be the end of January (2001). Karen hopes to have a program planned by this time next year. Currently, the Committee is looking at sites; North Conway or Attitash have been considered. Karen announced her two co-chairs: Reed Lowry from Dartmouth and Jeanene Light. Norma Pellerin has agreed to be Program Chair, Heather Blunt, Education Chair, Jan Silver and Norma Philips for Exhibits and Sponsors; Beth Bryden (UVT) will chair Hospitality, Nancy Bianci and Angie Chapple-Sokol (NH) will perform the publicity functions, Lida will manage the webpage and audio-visuals, and Anne Connor and Linda Ford will co-chair Registration. The Committee is discussing the third week of September as the probable Conference date.

Action: For informational purposes.

Education

Discussion: Janet Crager reported that CE (Conference '00) received great evaluations; the Education Committee expended $8,900 (Conference '00); income is not available yet. Karen Blunt is the new education member from NH/VT.

Janet is having an NLM intern do a three-day project to help her/the Committee come up with courses for next year. Janet asked the Board if Spring courses rely to much on NNLM-NER? The Committee is also looking at several sites versus one site to hold CE, perhaps right before the April ILL meeting. A long discussion ensued on the Spring CE format and location. The discussion concluded with the Board approving a one-day session at either Sturbridge or UMass-Worcester, in conjunction with the ILL meeting. Date has not been determined.

Action: Janet will survey the NAHSL membership via NEHSL-L to see what interests members for CE.
**Electronic Communication**

**Discussion:** Lida Douglas expressed concerns about the NAHSL website calendar page. The Committee is looking into obtaining a different domain name (i.e.: nahsl.org) which would be more indicative of the organization. Mark Gentry is still working on the membership database, trying to use Access software. He is trying to find someone from either Yale or UVM to assist with this project.

**Action:** The Board discussed the possibility of hiring a consultant to finish the membership database project.

**Finance**

**Discussion:** The Committee has not met since the NAHSL 2000 Conference. Mary Ann distributed proposed budget forms for FY2001 (to all committee chairs).

**Action:** Committee Chairs are to submit completed forms to Marj Anderson by December 30, 2000.

**Government Relations**

**Discussion:** Barb Ingrassia has been sending out ALA bulletins via the Listserv regarding the UCITA Teleconference (Uniform Computer Information Transactions Act), scheduled to be held December 13. Barb passed out a copy of the UCITA information found on the ARL webpage. Barb informed the Board that the tape of the Teleconference will be available for purchase after the event. MLA is offering three (3) CEs credits for this event.

**Action:** Ed called John Stey to ask if the RML will be obtaining this tape; John said that the RML would be glad to purchase this tape for the Region (list of tapes held by the RML is on the RML website).

**Marketing**

**Discussion:** Len Levin submitted the Marketing project/brochure to be considered for the Majors Award (see President's report). The Committee's next meeting will be held in January; they will be looking at new ways to market to non-NAHSL potential members (nontraditional sources for membership, such as library school students and high technology companies). The "10 ways to market your Library beginning tomorrow!" can be found on the NAHSL webpage.

**Action:** For informational purposes.

**Membership**

**Discussion:** Jeanene requested the Board look at setting a cut-off date for conference registration and fees, which would impact scholarship distribution, also. The Board held a lengthy discussion of options for deadlines; the new membership renewal forms will have a clear message that membership dues must be in by the date set: March 15, 2001.
**Action:** Motion made that renewals for memberships must be made by March 15, 2001 in order to be eligible for lower conference registration fees and scholarship awards; members new to NAHSL applying after March 15, 2001 would be eligible for lower conference and CE rates, but not to scholarships. Motion carried.

**Action:** Jeanene will send changes to the policy manual to Lida for Education, Scholarship and Membership (changes reflecting the above motion). Kathy will have to modify the scholarship form to include this information.

**News Notes**

**Discussion:** Norma reported that the newsletter is almost ready for public viewing of the first issue. The Winter issue deadline is set for February 1, 2001. Norma will contact State Reps for information to be included in the February issue. When Fall issue is ready, Norma will notify the membership via the NEHSL listserv.

**Action:** For informational purposes.

**Nominating/Awards**

**Discussion:** Patty Kahn - no report.

**Program**

**Discussion:** Ed reports that Norma Pellerin is the NH/VT representative to the Program Committee.

**Action:** Refer to Conference '01 report.

**Scholarship**

**Discussion:** Kathy sent report: 18 scholarships were awarded for attendance to Conference 2000 ($1,790 awarded). The NAHSL Scholarship raffle earned $847. Kathy also asked the Board to discuss a cut-off date for awarding scholarships, and suggested that membership renewals should not be included in the Conference Registration process (see Membership report). The Board discussed awarding scholarships to members who receive institutional reimbursement/payment and whether the member should receive a NAHSL scholarship in these instances.

**Action:** Kathy will be asked to work on the wording of an attestation statement for the bottom of the scholarship form and bring the revised form to the March 2001 Board meeting. Suggestions for possible wording were discussed ("I attest that I am not being financially reimbursed for this cost by my Institution....").
IFLA Report

Discussion: Tovah did not send full report; a volunteer application can be obtained from the IFLA website (www.ifla.org) under "How to get involved."

MLA Credentialing Report

Discussion: Joan offered to provide notices in State newsletters on AHIP certification processes. Joan asked that State reps contact her with newsletter dates, etc.

MLA Membership

Discussion: Marybeth Edwards reported that Russell Hambingk (NC) is in charge of MLA membership. She has not heard anything from the new Chair, so has no report at this time.

RML Report

Discussion: Ed reporting for John Stey: RML will purchase UCITA tape and co-ordinate distribution to the Region (See Government Relations report). The RML will have a site visit on January 3, 2001 re: RFP/contract proposal. The RML is still looking for a Technical Coordinator.

Ed reported that the RML awarded four outreach education subcontracts in October: CMMC, Boston University, Massachusetts College of Pharmacy and Bay State.

Ed advised those present that DOCLINE may have more enhancements by the end of the year.

EFTS is humming along with files coming in; expecting NOT to look at negative balances before February 2001, to allow folks to catch up. Ed has created a library group for EFTS in DOCLINE. The RML is inviting all 100 resource libraries to join EFTS, to make billing easier. The NLM is waiting until after contracts for the RML have been awarded before looking at a national billing system.
The Consumer Health Conference in Washington, DC will be held in January; John Stey and Pam White will be attending this. During the month of December, the NLM will be promoting the use of MEDLINEplus to Vermont libraries. NLM will present "Keeping up with PubMed" in Boston in March (12th and 13th; PubMed will be conducted on the 12th, and Toxnet on the 13th).

State Reports

ARIHSL

The members of ARIHSL have started a cooperation committee for resource sharing. ARIHSL will start posting membership information on their website. All are recovering from NAHSL 2000!

CAHSL

(Ed for John Stey) Thursday, December 14, 2000 CAHSL will have their Holiday meeting. They will show a satellite program on Electronic Journals at that meeting. Visit CAHSL's website - there's a new look!

NAHSL.ORG NH/VT

Report sent by Alice Reed: NE Vermont Regional Hospital is recruiting, Brattleboro Memorial has been downsized.

HSLIC

(Happy Copley) The Board met on December 1. Planning for the Spring meeting is underway; hoping to have Jay Daly (if available). HSLIC is working on the logistics of participation in the Maine Library Association Conference (May 5-8, 2001); HSLIC would like to present classes on PubMed and MEDLINEplus, as well as exhibit.

MaHSLIN

(Ann Tomes) The MaHSLIN spring meeting is planned for April 26, 2001 at the Massachusetts Medical Society.

Old Business

Discussion: The NAHSL P&P manual revisions are on the web per Deb Sibley.
Discussion: Should the Nominating Committee be a standing committee? Tovah had suggested this at a previous meeting; the Board will revisit this idea at the next Board meeting, when Tovah can be present to enlarge on her suggestion.

New Business

Discussion: Mary Ann proposed the following meeting schedule:

March 9, 2001 10am-3pm Worcester (snow date March 16)
June 8, 2001 10am-3pm Worcester
September 7, 2001 10am-3pm Worcester

Discussion: Goals for 2001:

1. Finances: investigate a secure server and online credit card payments for NAHSL conference registration and membership dues?

2. IFLA: NAHSL participation.

3. Committees: review structure of various committees and examine how we recruit members to committees.

4. Conference: restructure how we organize conferences? The Board to discuss this at future meetings.

5. Develop a time line calendar of key events for committees throughout the year.

6. Membership list onto the web directly from the Access database.
Mary Ann suggested that committee reports be shortened at the next Board meeting, and select goals to work on (add to agenda).

Other Business

Discussion: Mary Ann has been invited to represent NAHSL at the UMASS site visit (for the RML contract).

Debbie Sibley proposed that NAHSL designate one person to be the NAHSL representative to the UCONN site visit (should Ralph Arcari invite anyone from NAHSL to attend). There is a one hour period for public comment during the day.

Action: Patty Kahn was asked to represent NAHSL at the Connecticut onsite visit (should NAHSL be asked to attend); after further Board discussion, motion was made to have Patty Kahn attend both meetings (UCONN and UMASS). Patty accepted. Patty read copies of the letters she had sent last summer (on behalf of NAHSL) in support of both contract effort.

The meeting was adjourned at 2:10 p.m.

Respectfully submitted