HSLIC Fall Business Meeting
October 14, 2011
Richard E. Dyke Center for Family Business
Husson University

Present: Marj Anderson, Retired; Amy Averre, Husson University; Barbara Bartley, KVCC; Janet Blood, EMCC; Susan Bloomfield, SMMC; Janet Bolduc, CMMC; Kathy Brunjes, CMCC; Meagan Carr, Franklin Memorial Hospital; Deb Clark, Stephens Memorial Hospital; Nancy Cohen Spiegel; Foundation for Blood Research; Happy Copley, St. Mary’s Regional Medical Center; Nancy Curtis, UMPI; Cora Damon, MGMC; Shelly Davis, St. Joseph’s College; Nancy Fletcher, UMO PI; Valerie Frechette, CMCC; Mark Goldstein, NN/LM NER; Rachel Hanscom, St. Mary’s Regional Medical; Carolyn Hughes, USM; Ann Jordan, Jackson Laboratory; Patty Kahn, Penobscot Bay Medical Center; Heather Kemp, MMC; Kara Kennison, EMCC; Gloria Landry, CMMC; Joanne Langerman, SMCC; Doug Macbeth, Jackson Laboratory; Ruth Mare, Dorothea Dix Psychiatric Center; Linda Menard, Aroostook Medical Center; Kristen Murphy, MGMC; Valerie Osborne, NMLD; Alisia Revitt, Maine InfoNet; Gail Roy, NMCC; Christina Stuntz, Mid Coast Hospital; Cynthia Young, St. Joseph’s Hospital.

Call to Order: (Deb Clark): The business meeting was called to order by Deb Clark at 9:30 a.m.

Announcements: Committee reports on back table, name tags, housekeeping items and introductions made.

New Faces: Christina Stuntz, MidCoast
Carolyn Hughes, USM
Valerie Frechette, CMCC
Gail Roy, NMCC
Kara Kennison, EMCC
Joanne Langerman, SMCC
Gloria Landry, CMMC
Meagan Carr, Franklin Memorial

Chair’s Report: Deb reviewed the 2011-2012 Goals:

- Increase NAHSL membership and HSLIC members attending NAHSL conference (currently, HSLIC has 17 NAHSL members out of 40 HSLIC members – NAHSL membership has steadily decreased since HSLIC hosted the last NAHSL Conference),
- Promote AHIP Certification of HSLIC members; subsidizing first time AHIP applicants, and perhaps subsidizing higher levels of AHIP certification,
- Mentor new HSLIC members – see new page on HSLIC website with list of mentors
- E-books/Overdrive initiatives; provide collection development assistance and possibly provide funding to Maine InfoNet for health titles. Alisia Revitt and James Jackson Sanborn will be consulted,
- HSLIC member’s holdings into a state-wide catalog – What is HSLIC’s participation in Solar?
- HSLIC manual review and updates
• Updating links on HSLIC webpage (i.e.: Disaster Resource page needs major revisions).

Secretary’s Report (Megan McNichol): Minutes from spring 2011 meeting are not available; Deb has contacted Cynthia Arnold (former Secretary) and is awaiting a copy of the minutes. Approval referred to spring 2012 meeting.

Treasurer’s Report (Evelyn Greenlaw): Deb reported that an interim budget will need to be brought to the HSLIC membership at the spring 2012 meeting. Evelyn has requested that additional money be moved into the travel line to cover upcoming Board meetings. There will also be expenses from this current meeting, and the next six-month renewal of the Portland PO Box due this winter. Evelyn has provided two additional documents: the first is the current budget listing expenses and revenues to-date. The second is a detail of expenditures. Both are current as of 10/11/2011.

Resource Sharing (Cora Damon): Cora reported that 20 members are part of the NEJM discount rate. The bill came in higher than anticipated, and a refund will be issued to each participating member. A StatREF! consortia agreement was looked at; this would not be a shared subscription, but rather an individual subscription for any HSLIC members wishing to participate. For those HSLIC members who already have a StatREF! Subscription, discounts could be taken on additional titles to their current subscription, but their current subscription would not be discounted or reimbursed. StatREF! would want 10 HSLIC members for the discount. Let Cora know if you are interested. Susan Bloomfield asked Cora about anyone with a current StatREF! subscription with the National Library Alliance (SMMC has their StatREF! with NLA) – Cora responded it was her understanding that with NLA, you cannot pick and choose your titles as you can directly with StatREF! StatREF! would not “care” if Susan joined directly with them in order to pick and choose her titles, and still maintain her contract with NLA.

The JAMA agreement was looked into, but Cora has decided not to pursue at this time based on the amount of work involved (AMA wanted a complete list of all physician practices, offices, departments each institution’s IP would reach – every single physician office, practice, clinic, hospital department, etc.!) Automation (Cynthia Young): Cynthia talked about the old, outdated Disaster Resource List – Cynthia had emailed everyone in HSLIC about what resources they felt SHOULD be included in a revised list (“top ten” of references/resources). Please let Cynthia know if you are NOT receiving HSLIC group e-mails. The domain name of HSLIC.org has been renewed for two more years. Cynthia also provided a list of updated links for the HSLIC webpage.
- Executive Board Members 2011-2012
- HSLIC Mentors
- Library & Reference Resource Page
- Reimbursement Form
- OPACs List
- Check Request Form
- Cookbook Order Form

Education (Shelly Davis): The spring 2011 meeting and program received an overall “satisfactory” rating. This was from her submitted report. Please look for the evaluation for today’s program – Shelly will be e-mailing it out in the next week.
Membership (Janet Blood): Janet reported that we have 40 paid members. The Directory should now be updated, and if anyone sees errors for their entries, please let Janet know.

Scholarship (Ann Jordan): Ann Jordan and Doug Macbeth reported that one scholarship application was received and approved. A new scholarship form was submitted to Cynthia Young (Automation) and Ann advised everyone to be sure and note the changes in how and when to send a report post attendance at an event you may have received a scholarship for. Also, please note the difference between individual and institutional scholarship amounts. Doug and Ann both reminded everyone present that HSLIC scholarships can be used toward travel, lodging, registration and/or CE programs.

Publicity (Susan Bloomfield): Susan recently posted a new edition of the newsletter, and Deb thanked Susan for such a great newsletter. Susan asked the new HSLIC members to submit biographical information for the next newsletter (December). Susan is updating the HSLIC Calendar periodically and is working on updating the Reference and Library Resources section of the HSLIC manual.

Archives (Marj Anderson): There have been issues with using the Maine Memory Network re: content. MMN will take photos and documents that are annual meeting materials or documents that hold historical value, but we need to define what our historical value is – and what documents we currently have in Archives that meet this. Marj has been using the NAHSL Archives criteria for what we want saved. It was suggested that a Task Force be formed to help Marj determine relevant documents; Doug Macbeth suggested using Cloud computing vs. MMN and sending all our documents in electronic format NOW (i.e.: from this moment onward). Shelly Davis volunteered some of her work-study students for this project. This will be brought to the Board for discussion.

Maine State Library: Valerie Osborne spoke for Linda Lord. Linda was unable to attend due to a conflicting meeting of the Government Oversight Committee. Valerie reported that the Mentor page on the MSL webpage is up and running and Valerie will link the HSLIC Mentor page there as well. The Maine Library Association meeting program is being developed and Valerie encouraged HSLIC to have a presence at that meeting. MLA will be held at the University of Maine, Orono. The SMLD consultant position is currently being held up in Human Resources: the position was approved for funding and opened for hiring, but there is a hold up with HR. Dean Corner has tendered his resignation and Linda has indicated that this position will be held for two years and will not be able to be funded or rehired due to Dean resigning and taking early retirement from the State. BTOP grant program has been completed, and training will be conducted online shortly. Videoconferencing equipment is up and running and Valerie has been using MOBY successfully. E-books conference was attended by some HSLIC members. HSLIC has been invited to attend and participate and provide a health-related program at the Maine Library Conference.

NAHSL Board (Christine Fleuriel): The HSLIC Board had asked two main items to be brought to NAHSL’s attention: the first was the 2013 NAHSL conference and MLA conference being co-joined and the second was whether Maine would be able to host the 2014 NAHSL conference. Christine reports, that the NAHSL Board did not feel that the 2013 meetings should be combined, and the NAHSL Board suggested that Maine ask for volunteers from other states if we feel we cannot find enough HSLIC members to perform conference planning duties. This response from NAHSL will be brought to the HSLIC Board. It was suggested that the HSLIC Board send a letter to the NAHSL Board with our concerns. Deb asked for a show of hands for
those in attendance re: who would be willing to work on conference planning for 2014. Patty Kahn suggested that the HSLIC Board contact NAHLS and state we would be able to perform local arrangements, hospitality and site selection, but NAHLS would have to take care of exhibits, program and registration.

Maine Library Commission (Kathy Brunjes): These are the five major agenda items from the 9/27/2011 meeting at the Maine State Library. Full details are given in her report.

- LSTA 5 year plan evaluation
- State Librarian’s Report (Linda Lord)
- Budget: Zero-Based Budgeting:
- Maine InfoNet report (James Jackson Sanborn)
- Consultants’ Reports

HLAG (Janet Cowen): Mark Goldstein advised HSLIC that the first Hospital Library Advisory Group, HLAG meeting will be held at the annual NAHSL conference in Connecticut.

Area Reports:

- **Region 1**: Ramona Connelly has submitted a letter of resignation to Deb Clark; Deb will appoint a new Region 1 Representative (Carolyn Hughes, USM).
- **Region 2 (Judi Moreno):**
  - Patty Kahn at Penobscot Bay reports losing half their physical space to another department (Quality and Safety). Patty has cancelled most of her print journals (NEJM will remain as print copy) and will be able to keep approximately three-quarters of the print book collection. She has added more electronic titles to the collection, as well as UpToDate and Access Medicine.
  - Cora Damon at Maine General Medical Center reports
  - Kathy Brunjes at Central Maine Medical Center reports
  - Deb Clark at Stephens Memorial Hospital reports
  - Happy Cply at St. Mary’s Regional Medical Center reports
  - Judi Moreno at Central Maine Community College reports
- **Region 3 (Linda Menard):**
  - Doug Macbeth at Jackson Laboratory added information re: pilot project to circulate iPads to Staff and issues with their IT department. As Doug remarked, “we need to have people have access to our electronic holdings and mobile devices, and that means we need to be able to manage them!” Doug asked how HSLIC could be more involved in Overdrive initiatives.
  - Jen Carlow at Cary Medical Center lost library space at her institution. The new UMPI Director has a background in IT. She will be purchasing the New England Journal of Medicine and JAMA for the future. Jen will try to work with another local hospital to obtain DOCLINE’s for the institution since they will no longer be eligible to be full DOCLINE members under the current guidelines.
  - Nancy Fletcher at UMPI is thrilled to have a new Director, JoAnne Wallingford. Much has been accomplished in the short time she has been here. We are heading in a great direction.
  - Linda Menard at Aroostook Medical Center was not picked for the Knowledge Management Grant.
  - Ruth Mare at Dorthea Dix Psychiatric Center reports that both the behavioral health library and patient library are separating to un-connected spaces. The new
space for the patient library will be more accessible for the community. All the moving will be complete by this November.

- Janet Blood at EMCC reports on new online tutorials, 24/7 e-books, student talks & art at the library, and laptops to check-out.

- Cindy White at EMMC reports Wendy Troiano, long time reference librarian, retired early September. Her position will not be filled. In an unfortunate turn of events, she broke her ankle in the cafeteria and has been out ever since. If anyone wants to send her a card, please email me for her mailing address. Also this past summer we finished a labor-intensive project regarding our remote storage area. Bound journals were shifted into correct alphabetical sequence in preparation for moving into a new location in the future.

- Nancy Curtis at UMO reports new air conditioning at the library has proved to be a big hit with our staff and our users. The book collection is undergoing a shifting project. However, now the books with the call number “R” were places on our compact mechanical shelving. So far the health sciences students are dealing with the changes, but of course it’s early in the semester.

- **Individual Member:** Marge Anderson reports she visited her son in Finland this summer. They attended concerts at the music festival in Vaasa and took a boat ride to the islands of Aland which lays half way between Sweden and Finland. They enjoyed touring the island and eating local foods.

**Maine InfoNet:** Alisia Revitt for James Jackson Sanborn. Minerva outages continue (it seems to be a systemic problem) since August. James has figured out a “fix” and can work around the outages. Solar Report: written report submitted. Solar IS “viable” per Alisia and slowing bringing in new members. Alisia recently visited Inland Hospital to discuss how Jeff can be a Solar Library and only work one day a week. Alisia provides Solar training. Patty Kahn and Happy Copley offered to be mentors on Solar for the HSLIC webpage. Alisia provided information on the Maine InfoNet Library Director’s Summit (November 18 at Colby College). Overdrive now offers Kindle! The current collection size is just under three thousand audio and three thousand e-books. Alisia’s contact information is alisia.revitt@maineinfonet.org.

**RML Update:** Mark Goldstein provided an update on Membership renewal (well under way; 196 Full Members have been verified and certificates should be going out in late November/early December. There are approximately 400 Affiliate Members and only 60 responded to the survey asking for verification information

- **Focused Outreach** will be conducted in Downeast Maine (Washington and Hancock Counties) and in Holyoke, MA. Teen pregnancy will be studied in Holyoke, and focus/study TBD for the Downeast area. Michelle Eberle attended the BTOP meeting at the Maine State Library and the Washington County Library meeting, and is visiting hospital and public libraries in Washington and Hancock Counties. The Passamaquoddy Tribes are being looked at as an underserved population in Maine.

- Three Knowledge Management proposals were submitted and one project was chosen to be fully funded: Maine Medical Center. The project will start November 1, 2011 and conclude April 2012. Baystate and TAMC were the other two proposals submitted.

- The Knowledge Management field guide was just completed and Janet (MMC) will have access to it as they begin their project on November 1. This field guide will probably be made available to everyone via the RML website.

- Training continues in MedlinePlus, Docline, PubMed and LinkOut.

- Disaster Recovery program: Mark will be the instructor this time around, starting in January 2012.
• NLM Print Retention program: anyone interested in this must commit to 25 year retention of titles. NLM is currently looking for libraries to participate.

Old Business:
• Deb reminded everyone that HSLIC is changing its Fiscal Year (currently May – June, now January – December, Calendar year). This will begin with January 2013. New Officers will be elected at the fall 2012 meeting and start office in January 2013. Membership Dues will be “due” January 2013 so renewal will start in October 2012.
• At the spring 2012 meeting, HSLIC will be asked to pass a six-month budget to get us through to the fall 2012 Full Membership meeting. The Cairns Award will still be given in the spring. Cora asked if members will be able to apply for scholarship during the six-month interim period if they received a scholarship in the previous six-months (under the “old” Fiscal Year). Deb will take this question back to the Board.

New Business:
• Cora announced that the 2011 NAHSL Scholarship donations were being collected; items donated should be a “Maine” theme (Maine potato basket, Maine blueberry items, Maine candle, Maine ornament, etc.). Cora will collect items up until October 26, and then get the basket of items to either Deb Clark or Kathy Brunjes to take to the Conference.
• NAHSL 2014 discussion continues. Location needs to be determined fairly soon.
• Region 1 resignation (Ramona): The Board has accepted Ramona’s resignation, and Deb Clark has appointed Carolyn Hughes (USM) as the new Region 1 Rep, to serve through 2012.
• CMLD Consultant: Stephanie Zurinski has asked for honorary affiliate membership; Deb Clark moved to grant Stephanie Honorary Affiliate Membership, Patty Kahn seconded and motion carried unanimously.

Deb Clark adjourned the meeting at 12:01 p.m.

Submitted by: Kathy Brunjes, CMMC
After a buffet-style luncheon, the Education Program began at 1:00PM: Mark Goldstein from the NNLM/NER, “Everything You Never Learned about Docline and Serhold and Didn’t Have Time to Ask.”