HSLIC Executive Board Meeting  
Maine General Medical Center, Waterville  
July 7, 2011

Members Present- Susan Bloomfield, Kathy Brunjes, Deb Clark, Cora Damon, Christine Fleuriel, Megan McNichol, Linda Menard, Judi Moreno

Call to Order- HSLIC Chairperson Deb Clark called the meeting to order at 9:35 a.m.; Board Introductions; all members gave their introductions.

Chair’s Report- Deb Clark
  - Deb needs to appoint a new education chair and a new rep. to the hospital library advisory group. She has spoken to some HSLIC libraries and no one has volunteered. Discussion followed on who could be appointed next. If there is no one willing to volunteer for the educational chair, then the programming and responsibilities will fall to the three area reps., with Shelly as chair for one more term.
  - The RML is beginning the COI’s. Meetings are starting to take place via the web.
  - Deb asked for any ideas for educational programs. Kathy brought up Up-to-Date and DOCLINE.
  - Deb submitted a press release to the Bangor Daily News about the 2011 Cairns Award recipient.

Secretary’s Report- Megan McNichol
The minutes of 4/7/10 were amended and approved. The minutes of 12/3/10 are missing. Kathy volunteered to replicate the minutes.

Treasurer’s Report- Evelyn Greenlaw
Evelyn was absent but emailed a brief summary. Prior to today, she met with Amy to receive the paperwork and accounts. All reimbursement forms will go to her. Evelyn will renew the post office box, which is due 7/21/11. The summary is as follows: The latest statement rec’d 7/1/201.
  - The Checking acct balance: $9211.29
  - 2 Certificates of Deposit: 6 month: $5473.06; 12 month: $5468.80
  - 2 deposits will be made 7/11/11 for membership dues from: Bridgton Hospital and Stephens Memorial Hospital.

Resource Sharing Report- Cora Damon
  - There are 20 libraries committed to the NEJM group purchase.
  - Aaron Christiansen, from StatRef, will discuss options for a group purchase. E-books can be chosen a-la-cart. Each library can be billed separately. (McGraw Hill titles are no longer offered.)
  - BMJ and Lancet online are two e-journals that were added to the list for her to inquire about.
  - Maine InfoNet recently received the 5013b status enabling them to be involved in consortium deals.

Automation Report- Cynthia Young
  - The HSLIC executive board list on the website is current.
  - The HSLIC manual is in a read-only-file format. Can this be changed?
  - These lists need review: HSLIC list, e-list and the directory super list.

Education Report- Shelly Davis
Shelly submitted her report and the survey results, from the spring meeting, by email.
  - The spring 2011 meeting was held on 5/20/11 at Maine General Medical Center, Waterville. The educational program: Collection and Management of Electronic Resources by Sharon Fitzgerald and Deborah Rollins, University of Maine, Fogler Library.
  - The fall 2011 meeting is already reserved for 10/14/11 at Husson University. The education program needs to be decided by the board. The fall meeting has not been posted to the Maine Library Community calendar. The fee for Husson is $250.00, which includes equipment.
Membership Report - Janet Blood
Deb passed around the membership list. Janet will make sure it is correct and up-to-date.
  o Intuitional Membership dues are $150.00/yr.
  o There are 33 paid members and 7 unpaid members. Bates and UMA dropped membership this year. Both institutions will continue to fill ILL requests. Cary Medical Center wants to keep their membership but their library is disbanding. Houlton Hospital wants to become members but aren’t sure they meet the HSLIC requirements. YCCC never followed through with membership. NMCC dropped its membership a few years ago.
  o Linda Menard will investigate the situation further at Cary Medical Center.

Scholarship Report - Ann Jordan
Ann was absent and sent no report.

Publicity Report - Susan Bloomfield
She spoke with Patty about her job duties. She will also contact Penny Glassman about uploading future newsletters to the website. She will start with updating the HSLIC calendar.
  o The newsletter will be published quarterly: March, June, September, and December. Pictures are still accepted for the newsletter.
  o Events will be posted on three group calendars: Maine State Library, Maine InfoNet and HSLIC.

Archives Report - Marj Anderson
Marj was absent and sent no report.

NAHSL Board Report - Christine Fleuriel
Christine submitted her report to the board. She attended the NAHSL board meeting on 6/17/11. Below are highlights from this meeting:
  o A new logo will be appearing soon on the website and on the stationery.
  o NAHSL 2011 has the following classes scheduled:
    ▪ Cancer Concepts and Search Techniques
    ▪ EBM: Introduction to Study and Design and Critical Appraisal
    ▪ Developing an Effective Strategic Plan for your Library
    ▪ Focus on the future of CME
  o There is an interest in a “Cool Tools” course that would look at PubMed data mining, bibliometric tools and collaboration tools.

HSLIC has these issues to be brought to NAHSL:
  o We are not sure we have enough people to plan the conference ourselves. HSLIC would only be able to do local arrangements but not the whole conference.
  o Is NAHSL interested in consortium buys? Maybe a contract with Lyrasis?

Maine Library Commission Report - Kathy Brunjes
Kathy submitted her report to the board. She attended the CMLD three weeks ago. Below are highlights from this meeting:
  o An investigation will look into how our ARRC functions and how CMLD can meet literacy needs by expanding ARRC services/resources. What are the ARRC libraries (Maine State Library, Bangor, Lewiston, and Portland) doing with this money?
  o The Friends of the Maine State Library (FOMSL) ID numbers are all set; funding for LD 1033 (van delivery) was voted “ought to pass” and it is now up to the Appropriations Committee to find the funding. Linda Lord is optimistic that the SMLD Consultant position will be funded, as well as Planning and Research Associate and Office Associate. The MSL has not been asked to make any further budget cuts.
  o The District Liaison Committee will be meeting on 7/13/11. The joint Executive Board meetings (held this past January and called the “Tri-District Council Meeting”) was very successful and the three Boards will plan to do this again sometime between January-March, 2012. Susan stated that the Boards struggled with the definition of what a public library is – Art and Kathy responded that the Maine Library Commission is also working on a definition and will be discussing this at their September meeting. The Tri-District Boards discussed the “two” Maines (native vs. from away, urban vs. rural) and discussed the national
funding averages vs. Maine funding for higher education and libraries (Maine ranks lower than national average). The future of the districts was of general concern.

Hospital Library Advisory Group- The rep is TBA.

Area Reps. - News & Member Issues
Region 1 - Ramona Connelly
Ramona was absent and sent no report.

Region 2 - Judi Moreno
- News from St. Mary’s Regional Medical Center: Our Library Staff is in the midst of posting several new modules into our eLearning system, some created in house and some sent 'pre-created' by the company from whom we purchase the ELearning software. We are glad to share our expertise if any HSLIC institutions are evaluating eLearning systems. Oh yes, we are doing some library work too...sometimes!! Submitted by Happy Copley
- News from Stephens Memorial Hospital: We are having a very busy summer here with the hospital staff learning the EPIC electronic medical records program and our practices becoming official departments of the hospital. I have been busy working with TDNet to set up a library website portal for all our electronic resources. I have also been asked to serve as leader of the RML's Healthy Communities community of interest and I just hosted (with Michelle Eberle's assistance) our first webinar meeting. Submitted by Deb Clark

Region 3 - Linda Menard
Nothing has changed in her region since the spring meeting.

Old Business-
- Approve the 12/3/10 Board Mtg. minutes- The minutes can not be approved. Megan emailed Cynthia Arnold for the minutes and will follow up on this issue.
- Individual membership language, including dues, scholarship privileges- The rewording changes are as follows:
  - Individual Membership fees are $30.00. Individual membership is offered to retired medical library staff, retired HSLIC members, library students and regular public library staff. Individual scholarships will be offered on a case by case basis. Individual members may apply for the scholarship which will be capped at $100.00 per person per HSLIC fiscal year. Only Maine based members will be eligible for this scholarship.
  - The Institutional membership fees are $150.00 and each institution will continue to have a vote. These rules will take effect January, 2013, next fiscal year for the organization. These changes will be added to the bylaws under scholarship.
- Adjust P & P’s to mirror changes in by-laws approved at Spring Mtg. - Deb will update the by-laws and the policy & procedure manuals.
- Update meeting minutes and past officers’ pages of website- Deb will update the organizational and duties chart.

New Business-
- New Committee appointments
  - Membership: Janet Blood, EMCC
  - Scholarship: Ann Jordan, Jackson Lab
  - Publicity: Susan Bloomfield, SMMC
  - NAHSL Rep: Christine Fleurie, Togas VA
- Increasing NAHSL membership- Christine will encourage HSLIC members to join NAHSL.
- Stationery found- Stationery is not needed. Printing letterhead and logo’s can be done by each member library.
- Spring Mtg. survey results/Fall Meeting program- The meeting survey results and the educational program were discussed at length. Future education programs:
  - Black Belt Librarian Part 2: Sept 24th Augusta Civic Center
  - Vendor Day
Best Practices & Statistics for Medical Libraries
Knowledge Management/Lean retreat
Medical Apps for Mobile Devices
Link Resolver

Deb will survey the membership about choosing two vendors to speak during the education program.

Thirty days before the fall meeting, members will receive the budget, slate and any voting issues. The list of vendors: Natural Medicine, Natural Standard, Dynamed, Access Medicine, StatRef, Ovid/Up-to Date, Ebsco A to Z, Link Resolver, and MDConsult

- Goals and future of HSLIC
  - Retain membership and promote membership benefits
  - Update website
  - Update policy procedure document
  - Explore new databases for consortium purchases (examples: Overdrive, Last Copy Center, Survey Monkey, Ref Works/End Note),
  - Personal Professionalism (AHIP certification)
  - Mentorship (Deb will make a mentors list for HSLIC to use)

- Travel reimbursement rate- Travel to board meetings will be changed to reflect the IRS rate $.55 rather than the $.44 it had been. The language on the form will be updated. The treasurer will monitor rate changes.

**Future**

- Present transition budget at Spring Meeting
- Automation Chair duties: Add monitoring of NAHSL-L announcements- Instead, these duties will fall to the NAHSL Rep.
- Possible merging of Automation and Publicity committees: After much discussion, the Automation and Publicity Chair duties will be kept separate.

The next board meeting will be in September 2011, at a date TBD.
Meeting was adjourned at 2:25 p.m.

Submitted by:
Megan McNichol, Secretary