HSLIC Executive Committee  
Friday, November 20, 2009

PRESENT -- Board members were connected by videoconferencing at four sites:
- UMA: Shelly Davis, Evelyn Greenlaw, Barbara Harness, Emily Scribner
- UMO: Nancy Curtis, Cynthia Young
- UMPI: Nancy Fletcher
- USM: Marj Anderson, Happy Copley, Patty Williams

CALL TO ORDER: Chairperson Patty Williams called the meeting to order at 10:10 a.m. Patty reviewed the Board's videoconferencing procedures.

SECRETARY’S REPORT: Secretary Emily Scribner presented the minutes of the previous Board meeting. The minutes were accepted as presented.

TREASURER’S REPORT: Nancy Curtis submitted the Treasurer's Report. She reported that she had deposited the income from the sale of HSLIC cookbooks in HSLIC’s CD. She said that the gross revenue from the cookbooks is $1,567 so far, not including NAHSL’s reimbursement for the cookbooks used as conference gifts. The Treasurer's Report was accepted as presented.

COMMITTEE REPORTS:

Resource Sharing: Evelyn Greenlaw said she had nothing to add to the annual report she had presented at the HSLIC Fall Meeting.

Education: Shelly Davis thanked the Board for their help making the Fall Meeting a success. Evaluations of the meeting, done by Survey Monkey, were overwhelmingly positive, with respondents indicating they liked the “hodge podge” program. Marj added that respondents indicated they would like reports on what libraries are doing included in future meetings.

Membership: Nancy Fletcher reported that 41 members had paid their membership dues. She said that Northern Maine Medical Center currently had no librarian. She planned to check on the status of libraries at Parkview Adventist Medical Center, Sebasticook Valley Hospital, Bigelow Laboratories, and the Maine Department of Marine Resources. Nancy asked Board members to share with her any information they have about these libraries. Happy volunteered to contact Parkview.

Patty W. said that following a conversation with Gary Pelletier she decided to wait before contacting Togus about their decision not to renew HSLIC membership.

Nancy F. pointed out that there seems to be nothing in HSLIC Bylaws or Procedures stating the amount of the dues for an individual membership. Patty W moved and Happy seconded that individual membership dues be set at $30 per year; the motion passed. It was noted that benefits
of individual membership are described in the HSLIC Bylaws, with no mention of eligibility for HSLIC scholarships. The Board decided to pursue this issue either at the next meeting or by email.

Publicity: Patty Kahn was not able to attend the meeting. However, she had indicated previously by email that a new edition of the *HSLIC Newsletter* would be posted soon.

Automation: Cynthia Young reported that she has worked out an agreement with Jeff Hamm for Ariel technical support that is basically the same as the previous agreement. She added that she would ask Jeff to consider not being paid a retainer.

   Susan Bloomfield had said in an email that the job description for Jeff's work as posted on the HSLIC web site was not readable. Patty W. volunteered to arrange the needed changes.

Scholarship: Barbara Bartley was not present and had not sent a report. Nancy C. said that there was still money remaining for more scholarships. Patty W. will ask Barbara B. to send out an email reminding HSLIC members that scholarships are available and can be used for the upcoming MLA conference in Washington, D.C., in May 2010.

Archives: Marj Anderson recommended that HSLIC buy a scanner for $129 to use for scanning documents in the HSLIC Archives. The Board had previously approved this expenditure.

NAHSL: Megan McNichol was not present but had sent word that she had nothing to add to the report she had presented at the HSLIC Fall Meeting. Patty W. will ask Megan and/or Dina for an update on NAHSL's position related to Docline requirements.

Maine Libraries Commission: Barbara Harness said that the Commission had not met since her last report. She then announced that she would be retiring at the end of December and would resign her position on the Commission at that time. Barbara explained that she is not technically HSLIC's representative to the Commission, but an “Institutional Representative.” The Board discussed the importance of special libraries being represented on the Commission. They concluded that HSLIC would recommend a HSLIC member for appointment to one of the vacant seats. Patty W. will ask for volunteers from the HSLIC membership to be nominated for this appointment. She will provide a description of the responsibilities of the position. Barbara H. warned that Commission appointments are processed very slowly. She also expressed the belief that Linda Lord will probably press to have Commission positions filled because the Commission now has rule-making authority and has important work in process.

Hospital Libraries Subcommittee of the Regional Advisory Committee: Deb Clark was not present but had sent word that she had no news to report.

AREA REPORTS:

Area 1: Marj reported that Mercy Hospital has relocated its orthopedic services to its new hospital building. They now have two hyperbaric chambers in the previous orthopedic space in the old hospital.
Area 2: Happy reported that St. Mary’s received Certificate of Need approval for renovations of the operating rooms, laboratory, and pharmacy. Work on the two-year renovation project is expected to begin in February 2010. Offices are being moved now in preparation for the construction work.

Barbara H. reported that MaineGeneral has submitted a Certificate of Need application for a new facility.

Area 3: No news was reported.

OLD BUSINESS:

Go Local: Evelyn said that the current status of HSLIC's Go Local project is not clear. So far, she and Happy are the only volunteers for gathering and inputting data. The grant proposal to fund the work has not yet been submitted. People involved in Go Local met at the NAHSL conference, where Evelyn learned that other states are finding the manpower demands intense, both for starting up a state's site and for keeping it updated. Evelyn said she would check with Sabrina Kurtz-Rossi to find out where the project stands.

It was suggested that Go Local might be a topic for HSLIC's 2010 Spring Meeting, with Peggy O’Kane as presenter.

Marketing Committee: Patty W. said she is still looking for a chair to lead this new committee.

Docline Participation Criteria: As noted above under the NAHSL report, Patty W. will check with Megan and Dina about where NAHSL now stands on this issue.

Finances: Patty W. invited discussion of whether HSLIC should increase membership dues or decrease expenditures. Nancy F. said that at this point in the fiscal year, total expenses for the year are still too unknown to say how pressed we are to hold down costs. She pointed out that the $5,000 donation to the NAHSL Conference was a big expense this year which will not come up again for a few years. Happy said that a NAHSL task force is looking into ways to reduce the cost of the conference. The Board decided not to make any major changes in financial matters at this time.

Cookbook: Happy said that she had received a letter from Karen Riley praising the HSLIC cookbook.

NEW BUSINESS

Spring Meeting: Patty W. opened the discussion with a reminder that the date tentatively set for the 2010 Spring Meeting is June 4. Shelly said that Dr. Karen Simone, Director of the Northern New England Poison Center, was willing to give the workshop originally planned as a CE course at the NAHSL '09 conference but cancelled due to lack of registrants. She said that Peggy O’Kane has indicated an interest in giving a presentation on Marvel. Barbara H. suggested
having a presentation on Google Scholar. Several board members expressed an interest in having HSLIC members report on their special projects as was done at the recent Fall Meeting.

Patty W. reminded Shelly to invite Maine's District Consultants. Shelly said she had invited them to the Fall Meeting, but none came.

Shelly indicated she would arrange the program and date first, before deciding on the location. She would try to determine how many people from northern Maine would plan to attend if the location were Bangor. If few expect to attend, she would look for a location farther south.

Shelly said she would send Board members information describing Dr. Simone's workshop and ask for approval to book her.

Memorials: It was reported that four HSLIC members had recently experienced the death of someone close to them: Susan Bloomfield, Janet Cowen, and Shirley Lord had lost their mothers; Wanda Cote lost her supervisor. The Board approved sending cards and books as memorial tributes for the mothers' deaths as indicated in HSLIC's Policies and Procedures. The death of the supervisor would be similarly acknowledged only if he or she were a personal partner.

Flip Camera: Patty W. brought up the suggestion made at the Fall Meeting that HSLIC purchase a Flip camera to lend to HSLIC members. Points raised during the ensuing discussion included which line of the budget it would come from, how the loan process would be handled, and how the camera would be shipped. Patty W. moved and Happy seconded that an ad hoc committee look into all the details and make a recommendation to the Board. The motion passed unanimously. Marj and Patty W. volunteered to serve on the committee.

CMLD Report: Emily said she had recently attended the Fall Council Meeting of Maine's three Library Districts and the board meeting of the Central Maine Library District. She said she would post a report on HSLIC-L.

Goals: Patty summarized the continuing progress on the HSLIC Board's goals for the year.

Changes at MaineGeneral: Barbara H. commented on the situation at MaineGeneral during the preparations for the new building. They are packing up the contents of the Seton Library, some of which will be put in the library at Thayer. It is not known what will happen to the Augusta librarian's position following Barbara's retirement.

Next Meeting: The next Board meeting will be February 26, 2010, as a teleconference.

ADJOURNMENT: The meeting was adjourned at 11:30 a.m.

Respectfully Submitted,

Emily Scribner, Secretary