HSLIC Executive Committee  
Friday, March 13, 2009

PRESENT: at four sites by teleconference  
Portland: Marj Anderson, Cadence Atchinson, Happy Copley, Carin Dunay  
Orono: Barbara Bartley, Nancy Curtis, Cindy White  
Presque Isle: Nancy Fletcher  
Augusta: Barbara Harness, Patty Kahn, Emily Scribner

CALL TO ORDER (Happy Copley): The meeting was called to order by Chairperson Happy Copley at 10:02 a.m.  
Happy thanked Nancy Curtis for arranging the teleconferencing. She also praised the University’s technical people who made it work so well.  
Happy reported that she had sent a letter to Maine’s Congressmen in support of legislation requiring open access to publicly funded research. The bill passed.  
Happy clarified that during Board meetings using videoconferencing, votes will be reported from each participating site in turn.

SECRETARY’S REPORT (Emily Scribner): Emily had previously emailed the minutes of the January 9, 2009, Board meeting by email. The minutes were accepted with the correction of one spelling error.

TREASURER’S REPORT (Nancy Curtis): Nancy had emailed updated version of her report of expenses for the current fiscal year. It was accepted as presented.  
Nancy had also sent out a proposed budget for the 2009-2010 fiscal year: Nancy said she would correct the date in the report heading. Patty Williams pointed out that since HSLIC is no longer paying for MULS updating, that item should be deleted from the Resource Sharing line; no change in the dollar amount is necessary.  
Discussion of the amounts to be budgeted for the several lines was postponed until after committee reports, when the needs for funding would be better understood.  
Nancy explained that in order to have HSLIC’s new mailing address officially replace the old one now in the Secretary of State’s database, the Board must pass a resolution to change the address. Nancy presented prepared wording for the resolution and it was passed by unanimous vote of the Board.

COMMITTEE REPORTS

Resource Sharing (Patty Williams): Patty W. was not able to attend but had sent out a report by email. Her report summarized her progress in arranging consortial agreements with database vendors. Discussion of whether to pursue the possibility of using NELINET as single payor, in case one were needed in the future, was tabled until a Board meeting at which the Resource Sharing Chair would be present. Maine Medical Center is willing to continue serving as single
payor for the *New England Journal of Medicine* online consortial arrangement, but not for any others in the future.

The Board expressed appreciation of all Patty’s work on consortial arrangements.

**Education** (Carin Dunay): Carin said plans are “moving along” for the Spring Meeting, which will be held May 1, 2009, at MaineGeneral Medical Center in Waterville. Carin reported that she had sent invitations to HSLIC members by regular mail and through the HSLIC-L listserv and to other librarians using MElibs-L. So far Carin had received registrations from 30 HSLIC members, but from no one outside HSLIC except the District Consultants.

Barbara Harness relayed Cora Damon’s suggestion that if the number of registrants is not too great, the whole meeting should be held in the conference room and the reservation of the auditorium canceled. Happy expressed concern that the sound in the conference room is not satisfactory. The final decision on rooms will be made when there is a more definite idea of the number of participants.

Carin reminded the Board that this was her last meeting as Education Chair. Thanks were expressed to Carin for her three years of service. Shelley Davis of UNE has agreed to be the next Education Chair.

**Membership** (Nancy Fletcher): Nancy reported that there are now 44 paid members. Bates College has indicated it intends to send payment, but so far has not. Happy will follow up on this.

Nancy F. reported that she has updated the HSLIC membership agreement form and invoice. The Board recommended that it be sent to all current members “now.”

Nancy said that she had updated the membership directory on the HSLIC web site. She requested that members check their listings and let her know of any changes that should be made.

**Publicity** (Patty Kahn): Patty reported that a new HSLIC Newsletter had been posted on the HSLIC web site the previous week. She also said she had updated the Calendar on the web site and would like suggestions for additional events to include. In addition, she said, she had posted a revised version of the HSLIC brochure. Patty described her efforts to complete a table listing all HSLIC officers throughout the organization’s history, which she plans to put on the HSLIC web site. So far, she said, she has identified all Chairs back to 1973 and many other offices for some of the years. She asked for help filling the gaps.

**Automation** (Deb Clark): Deb was not able to attend the meeting but had emailed her reports in advance and was consulted by phone.

The Board discussed the contract with Jeff Hamm for services as Ariel technical consultant. His contract expired in January, but he has continued to work in that role without a contract. The Board decided to renew his contract for a period that would coincide with HSLIC’s fiscal year. Deb agreed to write a new contract to go from February 2009 through May 1, 2010, with the additional time prorated. The Board agreed that he should be paid from the 2008-09 budget for the portion of the contract falling in this budget year and from the 2010-2011 budget for next year’s services. Deb will write the contract and ask Nancy to review it before concluding the agreement with Jeff Hamm.
Due to Deb’s increased responsibilities at her library, she asked to be replaced as Automation Chair.

Scholarship (Barbara Bartley): Barbara presented two applications for Focus Funds for the Board’s approval. One was from Cynthia Arnold for wellness materials at Mid Coast Hospital’s library. The other was from Patty Williams at the Foundation for Blood Research to be used to produce a videotape promoting library services. Both applications were approved.

Barbara also indicated that two more proposals are “in the pipeline.” The Board agreed that if those applications were received during the current fiscal year, they would be funded out of this year’s budget. Any requests received after those would be deferred to the following year’s budget.

The Board reviewed Focus Funds reporting requirements. Recipients had been required to report to the Scholarship Committee, which would relay the report to the Board. The Board decided to add a requirement that after completing a Focus Fund project recipients will also make a presentation about it to the membership. Barbara Bartley offered to draft a revision of the reporting requirements.

The Board gratefully accepted Barbara’s offer to continue serving as Scholarship Chair for another year.

Archives (Marj Anderson): Marj said she is still having problems with the scanner that she had planned to use to scan documents in the HSLIC Archives. Because of these problems, she explained, the person who had agreed to do the scanning has not been able to get started this fiscal year. Therefore, the Board decided to increase the amount allocated to the project in next year’s budget.

She also said that Mercy’s CEO had talked to her about putting Mercy Hospital’s Archives in the Maine Memory Network. The scanner provided for scanning Mercy documents may be available to use for the HSLIC Archives as well. Marj is looking through HSLIC material to identify items that might be used to present the history of HSLIC in the Maine Memory Network.

NAHSL (Megan McNichol): Meg was not present at the HSLIC Board meeting because she was attending the meeting of the NAHSL Board and had no report at that time. Meg had posted a message on the HSLIC-L listserv encouraging HSLIC members to join NAHSL.

NAHSL 2009 Conference Planning Committee (Patty Kahn): Patty said that the special project is coming along nicely. She also reported that details have been arranged and the program is all set. Patty mentioned that Dina McKelvy maintains a blog on which she posts updates. In addition, she said, the web site is “lively and enticing.”

Barbara Harness asked for more donations for the scholarship table and suggested they be brought to the HSLIC Spring Meeting.

Maine Library Commission (Barbara Harness): Barbara had distributed her report by email. She mentioned that the Commission did not have a quorum at its last meeting and so was just “reporting session.” She reported that LD2 had passed, giving the Commission rule-making authority. She also encouraged HSLIC members to respond to the survey sent out to all Maine libraries to gather information to help plan the direction of the State Library.
Happy reported that she had attended a meeting of the District Liaison Task Force, at which several types of libraries were represented. At that meeting, she said, she made clear HSLIC’s support for the Maine Libraries Conference, Marvel, and Maine InfoNet.

AREA REPORTS

Area 1 (Cadence Atchinson): Cadence had nothing to add to the report she had submitted to the HSLIC Newsletter.

Area 2 (Evelyn Greenlaw): Evelyn’s report had been submitted to the Newsletter. In an update on the Winthrop Library fire, it was reported that other libraries have agreed to serve the Winthrop population temporarily.

Area 3 (Cindy White): Cindy reported that SOLAR members can report their SOLAR problems to Rich Boulet. She also said that two HSLIC members are running for the academic slot on the Minerva Executive Board, Carin Dunay and Shelley Davis.

OLD BUSINESS

Slate for 2009-2010: Kathy Brunjes was unable to attend but had submitted the following slate of officers for 2009-2010 to be voted on at the Spring Meeting:

Chair Elect: Evelyn Greenlaw, USM, Lewiston-Auburn Campus
Region I Representative: Ramona Connelly, York Hospital
Region II Representative: Rebecca Jordan, Redington-Fairview Hospital
Region III Representative: Amy Averre, Husson College

Kathy had sent word that she will accept nominations for the Cairns Award through March. The Award will be presented at the Spring Meeting and the recipient honored at the Maine Hospital Association’s Allied Health Luncheon on Thursday, June 25, at the Samoset.

Goals review (Happy): Happy summarized progress on the year’s goals. The NAHSL 2009 Conference, HSLIC mini-grants, Archives scanning, and working with other librarians had been discussed previously during the meeting. Happy also thanked Cadence for her article in the HSLIC Newsletter on Delicious as an example of HSLIC members sharing resources.

Barbara Harness added that the Capital Reads program in Augusta is the joint endeavor of the State Library, Lithgow, the Law Library, and MaineGeneral in Augusta. Information about the project can be found at http://www.capitalreadsinfo.org.

NEW BUSINESS

2009-2010 Budget (Nancy Curtis): Nancy reviewed the proposed budget for the 2009-2010 fiscal year, including amounts agreed upon earlier in the meeting. The Board agreed that:

- the Archives line will be increased to $1,000 to allow sufficient funds for the scanning project;
- Resource Sharing and Technical Support will have $1,300, the same as in 2008-09;
• Scholarship and Focus Funds will be continued at $2,000;
• the amount for travel expenses for representatives will be decreased by $500 to $1,500 because more meetings are being held by distance technology; and
• because this year’s Spring Meeting expenses will be paid for in the next fiscal year, in order to include that cost the Education line will be raised to $5,500.

The Board approved the budget as amended. It will be emailed to the membership one month before the May 1 general meeting.

Proposed By-laws Change (Happy): Happy asked the Board to approve the wording of the proposed bylaws change that had been emailed to them earlier, establishing a quorum for membership meetings by the number of voting members attending. The following wording would be added to Article VI, Section 1:

B. Fifteen voting members shall constitute a quorum at these semi-annual general meetings. The proposed wording was approved unanimously and will be emailed to the membership April 1st and brought up for acceptance at the Spring Meeting.

Go Local -- A discussion of Maine’s participation in GoLocal had been proposed by Patty Williams. Since she was not present at the meeting, the subject was postponed until a meeting at which she would be present.

Representative to the Hospital Library Subcommittee of the RAC (Happy): Happy referred to the HLSC report Deb Clark had sent the Board by email and brought up Deb’s request for someone to replace her as Maine’s representative to the Subcommittee. Happy will post a message on HSLIC-L asking for a volunteer from a hospital library for this position.

Business Meeting portion of the Spring Meeting (Happy): Happy mentioned that the business meeting portion of the Spring Meeting should be brief in order to allow time for networking and to ensure that the presenter will have her full allotment of time. Happy urged all Board members to send out their reports by email in advance and to bring paper copies in order to minimize oral reports.

Evaluation of Electronic Meeting Format (Happy): Happy led a discussion of the use of videoconferencing for Board meetings. Some members appreciated the savings in travel, while others strongly preferred face-to-face meetings. The possible use of Adobe Connect was also discussed. No conclusion was reached. The matter was left for the new chairperson to consider early in his or her term.

OTHER: The Board expressed thanks to Happy for providing a good year as a great Chair.

ADJOURNMENT: The meeting was adjourned at 1:15 p.m.

Respectfully Submitted,
Emily Scribner, Secretary