HSLIC Executive Committee  
Friday, January 9, 2009  
by videoconference

PRESENT: Board members were present at five University of Maine campuses, connected by videoconference as follows:
- Lewiston-Auburn College -- Kathy Brunjes, Deb Clark, Happy Copley, Evelyn Greenlaw
- University of Southern Maine -- Marj Anderson, Cadence Atchinson, Carin Dunay, Patty Williams
- University of Maine, Orono -- Barbara Bartley, Nancy Curtis, Megan McNichol, Cindy White
- University of Maine at Presque Isle -- Nancy Fletcher
- University of Maine at Augusta -- Barbara Harness, Emily Scribner

CALL TO ORDER (Happy Copley): Chairperson Happy Copley called the meeting to order at 10:01 a.m.
Happy thanked Nancy Curtis for arranging the videoconferencing locations and technology.

SECRETARY’S REPORT (Emily Scribner): Minutes of the October 10, 2008, board meeting sent out by email recently reflected one correction made to the version of the minutes distributed previously: the welcome reception at the NAHSL 2009 Conference will be sponsored by, not paid for by, HSLIC. The minutes were approved with that one correction.

TREASURER’S REPORT (Nancy Curtis): Nancy had distributed her report by email. "Everything looks OK," she said. There were no questions and the report was accepted as submitted.

COMMITTEE REPORTS

Resource Sharing (Patty Williams): Patty reported that she recently surveyed the HSLIC membership to determine what online resources to pursue for a possible consortial agreement. Following up on the results of that survey, she is now looking into possible arrangements with BMJ and EBSCOHost (with interest primarily in the Cochrane databases).
Although it would not be necessary to use a single payor for either of these two resources, Patty has learned more about possible single payors for future reference. Neither the Maine State Library nor Maine InfoNet would be able to provide that service at this time, but Maine InfoNet may be able to in the future. NELINET is willing to provide the service at a fee of 1% to 2% for each library not a NELINET member. Those libraries would be expected to absorb the fee as part of their subscription cost.
Education (Carin Dunay): Carin said that plans for the Spring Meeting are mostly in place. It will be held May 1, 2009, at MaineGeneral Medical Center in Waterville. The Board decided to invite non-HSLIC librarians for a fee of $10 for the afternoon program only or $20 for the program and lunch. Carin will ask the State Library to list the meeting on their online calendar. She will send out invitations in about four weeks. The deadline for registration and payment will be April 1.

Decisions related to the time and place of HSLIC’s Fall Meeting was postponed pending information about a possible statewide meeting sponsored by the Maine State Library in the fall.

Membership (Nancy Fletcher): Nancy said she was awaiting membership renewal and dues from just one HSLIC member. She will follow up with them.

Publicity (Patty Kahn): Patty was unable to attend and sent no report.

Automation (Deb Clark): Deb reported that she is working with Penny Glassman at the Regional Medical Library to get HSLIC’s new mailing address on all online forms and corrected on web pages where the old one appears.

Scholarship (Barbara Bartley): Barbara announced that she had received an application from Janet Blood at Eastern Maine Community College for a HSLIC mini-grant to purchase equipment for use with audio books the library will obtain through the State’s downloadable book project. The request was approved by the Board. Barbara Bartley will let Janet know and Nancy Fletcher will send her a check. Barbara Bartley will send Patty Kahn a report for the next HSLIC Newsletter.

Archives (Marj Anderson): Marj gave an update on the project to digitize the HSLIC archives. Her former library assistant, Sylvia O’Connell, will do the scanning for $10 per hour, beginning with the minutes. Because the $500 allocated to that in this year’s budget will not cover all the time required, the Board decided to include funds for continuing the work in next year’s budget.

The question of whether or not to keep paper copy of documents preserved in digital format was left unresolved.

The Board was in favor of offering HSLIC documents in electronic format to the Maine Memory Network.

Marj explained that the company that formerly owned the warehouse used by Mercy Hospital, where some HSLIC documents are stored has gone out of business. She does not know yet whether that material will need to be moved.

NAHSL (Meg McNichol): Meg reported that the 2008 NAHSL Conference did well financially. Mary Ann Burke is now heading a task force to evaluate how NAHSL organizes conferences, with comparison to other regions.

In addition to the study of the annual conference, NAHSL goals include creating a blog, using conferencing software, and holding meetings online.

The NAHSL Board is considering a suggestion to change the organization’s name back to its original name, Northeast Regional Chapter of the Medical Library Association, commonly referred to as NERC.
Happy asked Meg to send out an announcement on HSLIC-L reminding all HSLIC members that now is the time to renew membership in NAHSL or to join.

**NAHSL 2009 Conference Planning Committee** (Patty Kahn): In Patty K.’s absence, Happy led a discussion of HSLIC’s financial contribution to the conference. The current year’s budget has line item of $5,000 for NAHSL ‘09, which will not be spent this year. The Board recommends that the budget submitted to the membership at the Spring Meeting include this $5,000 as a contribution toward the NAHSL ‘09 welcome reception. In addition, the Board asked Nancy to add a “Fund Raising” line for a project being planned.

**Maine Library Commission** (Barbara Harness): Barbara submitted a written report. She called attention to LD2, which will, if passed, strengthen the effectiveness of the Commission by giving them the authority to make rules.

Barbara also reported that the Commission plans to look at the structure of Maine’s current library system and the role of the State Library, its mission, and what services it should offer.

**AREA REPORTS**

**Area 1** (Cadence Atchinson): Cadence had no news to report.

**Area 2** (Evelyn Greenlaw): Evelyn summarized the news she had received by email from three libraries in her area. She offered to contact Bates about their membership renewal.

**Area 3** (Cindy White): Cindy reported that EMMC is dealing with 10% budget cuts in all departments and the library will be canceling journals and electronic resources and reducing book purchases. She also reported that Blue Hill Memorial Hospital is undergoing staff reductions.

**NEW BUSINESS**

**Proposed Bylaws Change** (Happy): Happy proposed that HSLIC follow the Medical Library Association's recommendation that a quorum be a number rather than a percentage. HSLIC bylaws now specify a quorum for Board meetings but say nothing about a quorum for general membership meetings. The Board decided to recommend to the membership at the Spring Meeting that the bylaws require a quorum of 15 for general membership meetings. Happy will send the proposed bylaws change to the membership 30 days before the Spring Meeting.

**Nomination Committee** (Kathy Brunjes): Kathy said she will be asking people to fill slots for the slate of officers to be presented to the membership at the Spring Meeting. The positions that need to be filled are Chair Elect, Region 1 Representative, and Region 3 Representative.

**Cairns Award** (Kathy Brunjes): Kathy referred to her HSLIC-L message inviting nominations for the Award. They should be submitted to her by March 15, 2009.
Other (Barbara Bartley):  Barbara expressed appreciation for the emailed tributes to Daphne Crocker posted on HSLIC-L following her recent death. Daphne was librarian for many years at the Bangor Mental Health Institute (now Dorothea Dix Psychiatric Center) and an active member of HSLIC. Cindy has sent a book from HSLIC to Daphne's former library in her memory.

OLD BUSINESS

Goals (Happy):  Happy reviewed the Board's goals for the year:

1. Plan the NAHSL 2009 Conference – The Conference Planning Committee is making good progress.
2. Focus Fund Mini-grants – The first mini-grant has just been awarded and the Board will continue to encourage applications. Kathy suggested that Happy send out a reminder to encourage more applications.
3. Archives scanning project – See the Archives report above.
4. Outreach to other types of libraries – Librarians from all types of libraries will be invited to the Spring Meeting. Cindy reported that the Northern Maine Library District is sponsoring RML training sessions for librarians of all types. Deb volunteered to let the three District Consultants know that HSLIC members are willing to provide training programs. Patty W. will check with Linda Lord about HSLIC's intention to post its disaster preparedness information on the Maine State Library's web site. HSLIC members are serving on the three Maine Library District boards.
5. Encouraging HSLIC members to share internal resources – A subcommittee made up of Dina, Deb, and Patty K. is investigating new methods of sharing, such as by the use of the internet tool Delicious. Cadence will write a column for the HSLIC Newsletter about how HSLIC members use Delicious.

NEXT MEETING:

The next meeting will be on March 6, 2009, starting at 10:00 a.m., with a snow date of March 13. Four sites will be connected by videoconferencing. Nancy C. will try to book rooms at the Portland, Presque Isle, Augusta and Orono campuses from 9:30 a.m. to 3:30 p.m.

ADJOURNMENT:  The meeting was adjourned at 1:04 p.m.

Respectfully Submitted

Emily Scribner, Secretary