HSLIC EXECUTIVE BOARD MEETING  
KENNEBEC VALLEY COMMUNITY COLLEGE  
FAIRFIELD, MAINE  
APRIL 20, 2007  

ATTENDEES:  Barbara Bartley, Kathy Brunjes, Deb Clark, Gabriella Howard, Natalie Hutchinson, Patty Kahn, Dina McKelvy, Tammera Race, and Maryanne Lamont (via conference phone).  

CALL TO ORDER:  Natalie called the meeting to order at 10:04 am.  

SECRETARY’S REPORT:  The minutes from the February Executive Board Meeting were accepted as presented.  

CHAIR’S REPORT:  No report.  

TREASURER’S REPORT:  Maryanne had submitted a report to the Board.  Board discussed the HSLIC 2006-2007 Budget Report, noting questions regarding $35 to the State of Maine and whether the Cairns Bowl expense was for this year’s award or last.  Maryanne confirmed that the $35 fee was an annual filing fee for our not-for-profit status, and that the Cairns Bowl expense was for the 2006 award.  Maryanne also asked that anyone requesting reimbursement for expenses incurred during the 2006-2007 fiscal year fax their requests to her within the next few days so that she could close out the 2006-2007 budget year.  

Maryanne noted that all HSLIC institutional memberships for last year were paid, that we were under budget for expenses, and that we now have two bank CDs.  The proposed budget allows for an increase to $4,000 in the Scholarship budget line.  Even with that increase, the overall financial state of the organization is very healthy, and Maryanne is concerned about the amount of money in the checking account, given our not-for-profit status.  She suggested that HSLIC hire an accountant to examine the budget and make recommendations, to identify possible improvements, and make sure that we are still on target with our financial planning.  The proposed budget for 2007-2008 is more than the income that will be generated by the 47 paying institutional members, but we have the funds to cover the additional expense.  

Maryanne also commented that she felt that Nancy Curtis, University of Maine – Orono, who is the nominee for Treasurer, would bring good experience to the position.  

Budget changes proposed at this Board Meeting included:  
- $2,000 for travel;  
- $4,000 for NAHSL ’09;  
- $4,000 for the proposed Annual Focus Fund;  
- $100 for Archives.
The new proposed budget totaled $19,200. The Executive Board approved and accepted this budget with changes as noted above. This proposed budget for 2007-2008 will be presented and voted on by all members at the HSLIC Spring Meeting in May.

Maryanne will transfer a collection of Excel and Word documents to Nancy Curtis, the (nominated and presumed) new HSLIC Treasurer, as they transition at the Spring 2007 membership meeting. Initially, the HSLIC mailing address will not change and Dina, after collecting the membership information, will forward the mail (including membership fees) to Nancy. At some point after most of the membership renewals have been processed, an arrangement will be made in which mail will be forwarded from the existing box address.

RESOURCE SHARING: Kathy reported on the proposed New England Journal of Medicine (NEJM) consortial arrangement. With 23 hospital libraries participating, the annual subscription rate would be $600. This rate includes an unlimited number of seats and remote access. Janet Cowen at Maine Medical Center Library is willing to be the central billing agent for the participating libraries.

Kathy also noted that EBSCO has offered no date for offering NEJM as part of the EBSCO databases Medline Full Text.

Kathy will ask HSLIC members who are still interested in participating in the NEJM consortial agreement. She also noted that IP addresses would be needed for the participating libraries.

PUBLICITY: No report.

AUTOMATION: Deb described HSLIC website items that needed updating: order of minutes page; adding missing minutes; changes to the Scholarship page; update dead links on the Internet Resources page.

Discussion ensued regarding who has the position responsible for updating the references and resources section of the HSLIC website. Deb noted that this function falls under Resource Sharing, but that she would be willing to work on this.

EDUCATION: Preparations for the Spring Meeting at Husson College in Bangor on May 25 are progressing. Carin is working on the final brochure.

It was also mentioned that Deb Clark is participating in the RML-NER Education Group.

MEMBERSHIP: Dina presented the survey form and discussion ensued. Dina would like to use Survey Monkey as the survey software. Board members suggested that she add some language ensuring privacy, (e.g., “This information is confidential, and will only be viewed by the HSLIC Membership Chair.”).

Dina also presented issues confronting the library at Waldo County General Hospital. Because they have fewer than 25 journal holdings in SERHOLD, Mark Goldstein, (DOCLINE Coordinator at the RML), has told them they cannot participate in DOCLINE. Board members
discussed other hospitals that will be at risk (e.g., Rumford Hospital Library) if this 25-journal rule is enforced. HSLIC Board members’ understanding is that the journal holdings number of 25 was a suggestion, not a policy to be rigidly adhered to. The Board recognized that this might become an issue for a number of small hospitals.

Javier Crespo (RML Associate Director) and Mark Goldstein (RML DOCLINE Coordinator) will be meeting with the Waldo County General Hospital librarian and their administration. It was suggested that this should be a topic at the next NAHSL meeting. It was also suggested that there be a panel discussion at the HSLIC Spring Meeting, and possibly a topic at the national Medical Library Association (MLA) conference.

The Executive Board noted that barring Waldo from participating in DOCLINE seems punitive and not in keeping with the stated goals of the RLM to support hospitals. Dina stated that over the past year six hospitals have been barred, three in Maine. The Board also examined how this might affect HSLIC membership; currently, HSLIC members are required to participate in SERHOLD.

The Board agreed to include a panel discussion at the HSLIC Spring Meeting, and following that a letter should be sent to Elaine Martin, Executive Director of the RML, with copies to Javier Crespo, Mark Goldstein, and Dr. Valerie Florance at the National Library of Medicine. The letter should include reference to Maine as a rural state, and that the 25-journal lower limit is a recommendation, not a policy. In her role as Membership Chair, Dina offered to draft a letter following the panel discussion at the Spring Meeting.

SCHOLARSHIP: Barbara reported that we have not spent all funds available. Discussion ensued about revision of guidelines, allowing scholarships to be given not just for specific conferences but also for additional training.

NAHSL: Tammera reported that the most recent NAHSL Executive Board meeting was held on March 9, 2007. There will be a six-credit course on helping your hospital achieve “magnet status” on June 29 in Boston; interested NAHSL members are urged to consider attending as much of the cost of this MLA-accredited class has been underwritten by NAHSL. The NAHSL ‘07 conference will be held at the beautiful Woodstock Inn, in Vermont, October 28 to 30. Featured speakers include Roy Tennant, Dr. John Abranson, and Dr. Lori Alvord. Members are urged to reserve hotel rooms now as the Inn will fill up. Inclusive conference fees are expected to be about $180. Andy Dzaugis and his team are already planning for the 2008 conference at the Doubletree Resort in Lowell, Massachusetts; projected dates are October 18 to 21, 2008. NAHSL’s 50th anniversary will be celebrated in 2008.

MAINE LIBRARY COMMISSION: Barbara Harness could not attend. It was reported that topics discussed at the most recent Commission meeting on March 27 included:

- Funding for State Cultural Building renovation or replacement;
- The Maine State Library’s budget is flat-funded; personnel services cost increases will come out of other budget lines;
- Karl Beiser’s retirement;
- Changes in criteria for special libraries;
• New Maine Library Association standards for public libraries are now on the Maine State Library website.

Kathy reported that the CMLD Spring Council meeting will be held May 17 at the Auburn Public Library. The topic is “Copyright in the Electronic Age.”

It was noted that changes in supervisory staff at the Maine State Library might lead to changes in offerings in the Marvel databases.

The Executive Board decided that we should invite the state’s District Consultants to the HSLIC Spring Meeting in May.

OLD BUSINESS
Survey Monkey. Hospital librarians who are members of MLA will be able to use membership privileges to access Survey Monkey.

NEW BUSINESS
Proposed Slate of Officers:
HSLIC Chair, Kathy Brunjes, CMMC
Chair Elect, Happy Copley, St. Mary’s
Treasurer, Nancy Curtis, UMO
Secretary, Emily Scribner, Franklin Memorial
Region 1 Rep, Cadence Atkinson, UNE Westbrook
Region 2 Rep, Gabriella Howard, UMA
Region 3 Rep, Cindy White, EMMC

The slate will be voted on by the membership at the HSLIC Spring Meeting in May.

Ariel. Deb reminded everyone that Jeff Hamm is available through the end of July for technical support for Ariel.

Karl Beiser’s Retirement. The HSLIC Board agreed to give Karl a gift on behalf of HSLIC. Natalie will ask Sue Jagels or Cindy White at EMMC to follow up.

Maine InfoNet. The Executive Board discussed the E-resource Committee. The focus of this committee is database selection. Sue Jagels had suggested that this committee should have a HSLIC representative: perhaps Dina would consider serving? Dina will respond and let Maine InfoNet administration know that HSLIC would like to send a representative.

Webjunction. The Board discussed Webjunction, a continuing education opportunity for library staff. Webjunction will be available to Maine librarians this summer, offering a format and support for online training.

NEXT MEETING: The next HSLIC Executive Board meeting will be scheduled after the new HSLIC Board takes office in late May.
ADJOURNMENT: Meeting was adjourned at 12:35 pm.

Respectfully submitted,

Tammera Race, HSLIC Rep to NAHSL,
Very kindly taking minutes for
Happy Copley, Secretary