HSLIC EXECUTIVE BOARD MEETING  
JULY 16, 2004  
MAINE GENERAL MEDICAL CENTER  
AUGUSTA, MAINE

ATTENDEES: Deb Clark, Happy Copley, Barbara Harness, John Hutchinson, Natalie Hutchinson, Patty Kahn, Maryanne Lamont, Perrin Lumbert, Ruth Mare, Dina McKelvy, Cindy White

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

SECRETARY’S REPORT: Minutes were accepted as corrected.

TREASURER’S REPORT: Maryanne offered the first report of new fiscal year. We have had $189.01 in expenses in Administration. Three scholarships have been given out to date. Program and Education had Spring Meeting expenses, including mileage for Jan Glover (that was all she charged us!). We’ve had a total of $1,535.71 in expenses this fiscal year to date. We have 42 hospital memberships paid to date: $6,300. Total in checking account is $12,810.27.

Maryanne ordered a debit card from Peoples Bank; she only requested one as that seemed to be enough for a small organization. It will be coming in a couple of weeks. Maryanne will follow up with the new membership chair about hospitals that haven’t paid.

She had heard that Parkview had eliminated librarian and library position. Treasurer’s report was accepted as presented.

RESOURCE SHARING: Natalie reported that she has reviewed efforts from last year. She discussed the Oregon Model (University of Oregon): a few dollars are tacked onto medical license fees and the monies used to purchase databases statewide. Natalie will call MHA and see what their take on this is. Diane Carroll at the University of Oregon handles electronic licensing and might be a resource. The RML is anxious to have us apply for a grant and we could apply for monies for electronic resources; Natalie will talk to Javier.

Barbara suggested that we investigate surveymonkey.com to see if we can use that as a resource to create online survey of HSLIC members’ electronic resources and needs.

Dina reported on an article in Portland Press Herald about Jeremiah Cromwell Disabilities Center in Portland, which has adult and children’s titles on disabilities. Jamie Kaplan is director. Dina called and got pricing for all the titles. Natalie said St. Joseph College would be delighted to buy the children’s collection. The Executive Board decided that Dina would submit an article to the HSLIC Newsletter and follow up with Jamie Kaplan.

Barbara mentioned that Cora had heard there might be a special price for Lippincott’s Nursing Books from Ovid. Natalie will follow up with Ovid about this. Patty said that Walter Brown (National Library Alliance) told her when they met at MLA that
MDConsult was lowering pricing for small libraries. Patty followed up with MDConsult and got a price break, and wanted to alert HSLIC members to this fact.

**Ariel:** Deb reported that the next Ariel training is next week at Lewiston-Auburn College. Janet Cowen has received word that we are funded for the second year. No decision has been made yet about the monies left over from Year One (which we would like to keep for Year Two), we probably won’t hear until August. There was an unsuccessful installation at Maine Coast Memorial; Ariel could not communicate with their ISP. We will wait until October, with advent of Ariel Version 4.0. Janet will give presentations at NAHSL 2004 Conference and Maine Libraries Conference about the grant. Year One progress report was submitted on time. Publicity about Ariel has engendered questions around the state about offering services to unaffiliated organizations; please let Janet know if there is any problem. If any institutions have pending invoices, please submit to Janet. We’ve just received 10 more copies of Ariel. John suggested that the Ariel committee send out a quick survey to see if participants are satisfied with training, tech support, or publicity. Deb urged people to send her comments about the Ariel forum that was held at the HSLIC Spring Meeting.

John reported that on Friday, May 14, he and Patty attended the Resource Sharing meeting at the RML. Jonathan Lord from UVA gave a report on cooperative buying agreements in Virginia; this is quite different from Maine where we do not have large medical schools to lead the charge. Nancy Goodwin from Connecticut had some suggestions for contacts at Ovid. Barbara Priest from Boston Library Consortium reported on all the licensing agreements they have; Tovah Reis thought maybe this could be opened to Maine libraries. The NAHSL Executive Board discussed this and Evelyn Breck-Morgen offered to go back to CAHSL about possibly broadening the CAHSL participation to other states in the region.

Perrin offered to look into the issue on the disappearance of the consortial catalog from the Boston Library Consortium.

**PUBLICITY:** Dina and Cindy were at Sebasco Harbor Resort and had a meeting about the HSLIC website security in consult by phone with Janet. Overall, password protection looks good. Some spots need to be updated. They are proposing that some highlights from the newsletter would be available publicly and then more specific information (budget, blast from the past, minutes) would be available only to members. The Executive Board thought this compromise was a good one. Dina also said that newsletter will now have dates as well as volume and issue. John suggested that the website should have a map showing our new regions.

John contacted Helen Osborne at healthliteracymonth.org and she said they have free items to download on their website in honor of Health Literacy Month in October; also postcards for sale.

Barbara suggested that perhaps we could get the Maine Libraries website to highlight HSLIC during October in honor of National Medical Librarians Month.
Dina will contact Portland Public Library, the Maine State Library, and Bangor Public Library to see if there will be a chance of their having a display on Medical Libraries or Health Literacy during October.

**AUTOMATION:** John gave the report in Janet Bolduc’s absence. Files were sent to Penny to update the HSLIC Directory. We are still waiting for them to be loaded. HSLIC Executive Board listserv has 19 members and the HSLIC list has 82 members.

**EDUCATION:** John welcomed Perrin Lumbert as Education Chair. Barbara mentioned that MLA is offering a teleconference on September 22. The NAHSL Education Committee is looking at sponsoring this around the region. Dina mentioned that she attended Sue Stableford’s Health Literacy workshop. For HSLIC Fall Meeting, try to find a speaker and panel to discuss substantive patient education issues.

**MEMBERSHIP:** John has asked Deb Clark to serve as the new membership chair. Deb reported that she will touch base with University of Maine at Farmington about joining. She will also check with Washington County Community College and York County Community College. Perrin will make an approach to Colby and Bowdoin about possibly joining.

**SCHOLARSHIP:** Ruth Mare reported there was one scholarship given out in June for the Health Literacy conference.

**ARCHIVES:** Marj Anderson could not attend and did not have anything to report.

**MANUAL UPDATE:** Cindy has put new Bylaws on the website. She asked John to write a new Introduction and update the Executive Board section. Manual also needs a new ILL section, which the Ariel committee is working on. Section 9 has a mileage reimbursement segment that needs to be changed to 25 cents a mile. Patty suggested that the HSLIC mileage request form be changed to a check request form for all expenses. Dina will change the travel form to make it more general, following the model of the NAHSL check request form. Barbara volunteered to have one of her library volunteers update the Professional Organizations section in the manual. Dina has talked to Pat about the MULS page and will soon finish updating it.

**NAHSL:** Janet Cowen did not send a report. The NAHSL Board met on June 6 in Shrewsbury. Patty reported that Sponsorships are coming in for the NAHSL 2004 Conference, more than $9000 so far. Cora and Barbara are still collecting items for the scholarship raffle and urged all Board members to contribute.

**MAINE LIBRARY COMMISSION:** Commission is off for the summer; their last meeting was May 10. Bond monies do not look very hopeful at this point. Next meeting will be September 15.
MAINE LIBRARY ASSOCIATION: LeAnne Morin-Plourde sent report to Barbara. See the Maine Library Association website for info about conference schedule. Michelle Eberle was accepted for two programs: Prescription for Success [MEDLINEPLUS] and a PubMedBasics. Deb and Janet Bolduc are doing a class on Quality Health on the Internet. Ann Jordan is offering Electronic Journal Management. Barb has a class on Women’s Health Resources. Janet Cowen is doing a poster session on the ARIEL grant.

AREA REPRESENTATIVES:

Region 1: Maryanne reported that Maine Medical Center will have a new phone prefix: 662. MMC Library’s main number will be 662-2202. St. Joseph College is opening a new three-story building that will house new classrooms, faculty offices, and small auditorium. Dina reported that Jeff Christiansen has left St. Matthews to take a post as director of Warren Memorial Library in Westbrook. He did not know the future of the librarian position at St. Matthews.

Region 2: At CMMC, Ariel is up and running; they are doing orientations. Parkview has lost their library manager; they are negotiating with CMMC to provide library services. There is no library space left at Parkview. Barb reported that MaineGeneral in Augusta is welcoming new residents this month.

Region 3: Patty, John, and Barbara attended the Samoset lunch for the Maine Hospital Association at which the Cairns Award was officially presented to Nancy Greenier.

Region 4: Cindy reported that many employees at EMMC are now at the EMH-Brewer location, which is a big adjustment for everyone.

Region 5: No news.

OLD BUSINESS:

No Old Business.

NEW BUSINESS:

Deb reported that area librarians took a tour of the new Western Maine University-Community College site (next to Oxford Hills High School). This is used for distance education and includes: two computer labs, career materials, conference center, site for ITV, and a large classroom.

John asked about the Brandon-Hill list’s demise. Patty said that MLA is looking into the issue. Meanwhile, many librarians are using the Doody’s ratings as guides.

NEXT MEETING: 10 am, September 17, 2004 at St. Mary’s Regional Medical Center in Lewiston.
**ADJOURNMENT:** John declared the meeting adjourned at 1:33 pm.

Respectfully submitted,

Happy Copley, MLS
HSLIC Secretary