HSLIC EXECUTIVE BOARD MEETING
March 26, 2004
MaineGeneral Medical Center-Augusta

ATTENDEES: Marj Anderson, Janet Bolduc, Deb Clark, Janet Cowen, Barbara Harness, John Hutchinson, Natalie Hutchinson, Patty Kahn, Maryanne Lamont, Ruth Mare, Dina McKelvy, Leanne Morin-Plourde and Cindy White.

CALL TO ORDER: Dina McKelvy called the meeting to order at 10:05 a.m.

SECRETARY’S REPORT: Barbara Harness. Minutes were accepted with corrections.

TREASURER’S REPORT: Maryanne Lamont. Total expended is $3,094.82. New member (St. Matthews) paid $75 pro-rated for partial year of membership. Fiscal year ends on April 30 so the Spring Meeting will come out of the next budget. CD balance is $8,150.04. Report accepted.
Uncashed/lost checks: Maryanne has received requests for replacement of uncashed/lost checks. It was recommended that issued checks include a notice, which requires check cashing within 90 days of receipt.

MULS updater: Given that most libraries are now doing their own update and based on Pat Bishop’s report of updating activities, it was recommended that Dina McKelvy arrange a contract with Pat for 10 hours of work at $25./hour.

Proposed Budget: The board recommended the following budget be submitted to the full membership at the Spring Meeting:
Resource Sharing: $250. (MULS contract)
Administration: $500.
Scholarship: $2500.
Program & Education: $1500.
Archives: $50.
Travel: $2000.*
NAHSL Conference: $3250. (HSLIC will host in Oct. 2004)
*Travel account was increased to pay for Executive Board members to attend the board meetings. Reimbursement would be at 25 cents/mile
rather than the IRS rate. Dina and Cindy would change the mileage form and Section 9-A.2-Sect. 3 of the Manual to reflect this change. 

RESOURCE SHARING: John Hutchinson reported that he was having difficulty in finding an OVID representative to discuss any type of HSLIC purchase. To obtain full-text via OVID for just “Circulation” would cost about $208/library member. OVID bases their price on hospital beds and college FTEs. They offered a minimum of 10 users. John agreed to go to the May 14 Regional Medical Library ILL meeting to talk about consortial licensing issues.

PUBLICITY: Deb Clark indicated that the next newsletter submission deadline will be April 20. Members should send calendar news to Deb for updating the website. The new membership brochure produced by Deb was reviewed. Other possible publicity opportunities briefly discussed were: 411 (April 11) and a Hall of Flags event (October-Medical Library month or for health literacy).

AUTOMATION: Janet Bolduc announced that the new HSLIC agreement is on the website. All website updates are submitted to Penny Glassman (RML) for uploading.

EDUCATION: Natalie Hutchinson reported that the May 7 HSLIC meeting will be at Husson College, Center for Family Business. She is working on the food menu. There is no charge for the facility and Internet connectivity is available. An evaluation and attendance certificate will be available. Tentative schedule is: 9:30-10 Coffee/Registration; 10-11:30 Business Meeting; 11:30-12:30 Ariel Forum; 12:30-1:30 Lunch; 1:30-3:30 Program: Evidence-based Medicine in Nursing with Jan Glover. Fall meeting will be in late October or early November.

MEMBERSHIP: Jane Harris was unavailable. Dina McKelvy will follow up with her about drafting the bylaws changes for members to support backup to each other in case of emergencies/disasters. Ruth Mare reported AMHI approached her about providing library services.

SCHOLARSHIP: Ruth Mare reported there were no pending requests.
ARCHIVES:  Marj Anderson reported the Expert Searching videoconference tape was available from her.

MANUAL UPDATE:  Cindy White indicated that Section 7 needs revising. Dina is working on it. Deb Clark requested that Section 6 wait until after the Spring Meeting (ILL/Ariel) for changes. Janet Bolduc requested that the HSLIC agreement be separate from Section 6D.1. This will allow for easier updating of the agreement.

NAHSL:  Janet Cowen reported that NAHSL state representatives are being asked to present state news to NAHSL once a month. She hopes that HSLIC members will participate in the benchmarking project. Both hospital and individual members may participate. Resource area libraries are completing a study, which may lead to a no ceiling cost for ILLs. If they can prove cost of filling a request exceeds the current ceiling of $11, they can raise the fee. Maine Medical will participate. Janet also reported that the NAHSL conference postcards will be prepared soon. Program abstracts have been received for all but two programs.

MAINE LIBRARY COMMISSION:  Barbara Harness reported on the March 8 meeting. Access to the state databases will now require a sign on. Karl Beiser and John Clark will be implementing the wireless project. Status of the New Century grant program was given and the efforts to obtain more legislative funding. Many in the public library sector are concerned about the possibility of a statewide tax cap and the potential impact on libraries.

MAINE LIBRARY ASSOCIATION:  Leanne Morin-Plourde reported that the conference will be held October 17-19. Program submission website will be posted to the HSLIC listserv. Michelle Eberle (RML) has submitted four programs for the conference. The former ALA president will attend the Monday luncheon.

AREA REPRESENTATIVES:
Area 1:  Southern Maine Medical Center is expanding their emergency room; Mercy is building the road for their new location.
Area 2:  Stephens is expanding their women’s imaging center.
Area 3:  MaineGeneral just had JCAHO.
Area 4 & 5:  EMMC will have JCAHO soon.
Redistricting these areas was discussed. Suggestions are to combine 4 and 5 or possible redistrict along the lines of the Maine Library Districts. The number of members in each possible option will need to be reviewed. A vote will be needed for 2005 and implementation would follow a transitional year.

OLD BUSINESS:

ARIEL Update: Seven sites have been installed with three more scheduled for this year. Progress report is due on June 1, 2004. Many institutions didn’t spend the total allocated amount, thus we need to justify carrying over the funds to another year for possible upgrades. Ariel brochures are created with grant monies and need to be made available for others to use. Therefore, they will not be password protected when posted on the HSLIC website. Next Ariel committee meeting will be in April.

Future Grants: Dina will wait until after NAHSL to pursue any other opportunities with the RML.

Maine Hospital Association/Standards: Dina was told by Sandy Parker that the MHA doesn’t endorse any health professionals’ standards.

NEW BUSINESS:

HSLIC Website password: NAHSL has requested that they have a link to our website and that news be available to everyone. The issue of what to password protect on our website will be referred to an ad hoc committee for review. They will make recommendations to the Board. The committee will consist of representatives from SCUM, Publicity and Automation.

Officer Slate: Deb Clark presented the officer slate, which will be voted on at the Spring Meeting:
Chair: John Hutchinson (UNE)
Chair-Elect: Natalie Hutchinson (St. Joseph’s College)
Secretary: Happy Copley (St. Mary’s)
Area 1: Ramona Connelly (York) or Sally MacAuslan (Bridgeton)
Area 2: Maureen Fournier (CMMC)
Area 3:  Patty Kahn (PenBay)
Area 4 & 5:  Karen Reilly (?) (EMCC)

CAIRNS AWARD:  Deb Clark announced the nominees. After discussion, the board voted Nancy Greenier (MaineGeneral-Augusta retired librarian) as the honoree.

ADJOURNMENT:  Dina McKelvy adjourned the meeting at 2:20 pm.

Submitted:

Barbara Harness, Secretary