HSLIC EXECUTIVE BOARD MEETING  
July 18, 2003; Dean Education Center-Maine Medical Center-Portland  

Present: Marj Anderson, Janet Bolduc, Deb Clark, Janet Cowen, Barbara Harness, John Hutchinson, Natalie Hutchinson, Patty Kahn, Maryanne Lamont and Dina McKelvy.  

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

Treasurer’s Report: Maryanne Lamont reported membership revenue of $5,100 and $8,150.04 CD balance. Paid memberships are 34. The State of Maine annual report was done. She will look into getting a debit card from Peoples. The written report was accepted.  

Secretary’s Report: Accepted one revision—Manual Updater is holder of Robert’s Rules.  

Resource Sharing: Dina McKelvy. Dina appointed John Hutchinson to fill the Chair of Resource Sharing. John’s name will be submitted for a special election at the Fall 2004 meeting to fill the Chair-Elect’s position. Membership will be notified of the special election. Dina will see if Ramona Connelly can fill Area Rep. 1.  

MULS: Dina reported that 10 libraries (first tier) have received passwords and instructions. Pat Bishop will review their updates. Dina and Natalie will schedule training for the second tier. Lewiston-Auburn College’s computer lab may be used if it’s free for a Friday morning in August. Another training session may be scheduled in Bangor possibly in September. Natalie will discuss this with Pat Bishop. Some libraries prefer not to update MULS. Individual institutions could contract with Pat Bishop. Dina has a new contract for Pat. Bates indicated they would like to stop MULS updating, however this is required for HSLIC membership. Board members felt that checking MULS is easy to use rather than checking multiple locations and therefore we should encourage the continuation of MULS updating.
MAINE INFO NET: Sue Jagels hoped to see New England Journal of Medicine added to the Ebsco database offerings. John Hutchinson will look into their online pricing issues. Perhaps, we could encourage that this product be added next year by the state. We could contact members of the committee that make the decision on resources included in Maine Info Net.

Other online resources (CINAHL, UPTODATE, McGraw-Hill, First Search) were briefly discussed. Dina reviewed steps she had done to create a consortia purchase, which were not to successful.

PUBLICITY: Deb Clark reported the latest newsletter is on the web. Natalie Hutchinson will purchase a copy of Dreamweaver for HSLIC. She will give training on August 29 at St. Joseph’s College. Deb, Janet B., Dina, Patty and Marj expressed interest in attending the session. Deb also reported that minutes, the calendar and directory have been updated on the Internet. She will add NAHSL 2004 (Oct. 2-5) to the calendar. A brochure for institutional membership was discussed and Deb will draft one. Publicity for the Ariel project was briefly discussed. Janet Cowen indicated there is a budget for a marketing consultant. Marj Anderson reported the HSLIC banner has been located.

AUTOMATION: Janet Bolduc requested clarification of her role. Maryanne will send membership renewals to Jane Harris and to Janet Bolduc. Janet will update the online directory for the web. Members have until September 1 to pay and remain part of the directory. Dina will look into having expired members’ HSLIC group designation removed on DOCLINE. Janet Bolduc will archive newsletters, officer directory, and the manual (sections 2, 3 and 9) by giving a paper copy to Marj Anderson. Janet will also update the welcome letter to new listserv members.

EDUCATION: Ebsco offered to pay for a HSLIC luncheon, if they could give a ninety minutes presentation about PubMed linkout with Ebsco. The board agreed we weren’t sure, if they’re intent was to sell databases or another product to members. Clarification is needed. John Clark expressed an interest in presenting information about the Holdings database. Natalie will follow-up with him. Time to inform the membership about implementing the Ariel project will be needed.
A panel presentation may also be an option. Natalie will work on the program. October 3 was suggested as a date.

MEMBERSHIP: Jane Harris submitted a written report. Only current HSLIC members should be in the directory. The status of the NH/VT group was discussed.

SCHOLARSHIP: Sally MacAuslan has submitted her resignation as chair. Dinna will appoint a new chair.

MANUAL: No report from Cindy White.

ARCHIVE: Marj Anderson reported she is buying MLA’s second edition book on hospital librarianship for the archives.

NAHSL: Patty Kahn and Dina McKelvy attended the RML site review visit. The National Library of Medicine requires a visit to see if contracts are being fulfilled. Patty participated in a discussion on the needs for electronic resources in smaller hospital libraries. She encouraged the RML to get involved in helping small libraries obtain favorable pricing & creating a similar model to Arizona’s on a regional basis. NAHSL is interested in pursuing this. NH/VT chapter had a focus group to re-structure. NAHSL 2004 Conference planning committee will meet in July and August.

Maine Library Commission: Barbara Harness reported that NELINET gave a presentation on Maine Info Net governance restructuring. An executive director was recommended. The document delivery system among Minerva libraries has started and is going well.

Maine Library Association. 2004 planning committee will meet on August 8 at the Belfast library. Stephen Norman is chair. A proposal will go to the MLA & MASL boards to move the 2004 conference dates to October 17-19. Dinna will see if anyone else has an interest in representing HSLIC at the planning meetings.

AREA REPRESENTATION REPORTS: No reports were available. News was just reported in the latest online newsletter. Marj Anderson reported her Ariel was down due to IP changes at Mercy.
There is no representative from Area 5. Dina will ask again if anyone has an interest for this position. Otherwise she will ask the area 4 representative (Karen Reilly) to cover Area 5 temporarily for this year. Others have proposed restructuring HSLIC to 3 or 4 areas evenly. Dina would like to look at other means to include board members, who can’t travel to meetings.

ARIEL: Janet Cowen reported she received an e-mail on June 29 that we were funded for the Ariel Project. She is waiting for the official letter, which will enable funding. She distributed a timeframe for implementation. Members of the implementation committee will be: Deb Clark, Marj Anderson, Dina McKelvy, Amy Averre, Cora Damon, John and Natalie Hutchinson. A representative from EMMC will be invited to participate on the committee. Janet as investigator will also participate. A chair and secretary will be selected at their first meeting, which is set for August 1 at Maine Medical Center at 2 p.m. The second meeting will be on August 15 at MaineGeneral in Augusta (9-noon). Meetings are monthly during the first four months of the implementation process.

NEW BUSINESS:

30th ANNIVERSARY: A cake, prizes, pictures/poster boards will be created for the fall meeting to celebrate HSLIC’s 30th anniversary.

MLA 2004: Happy Copley will be asked to investigate group travel to Washington D.C. for the 2004 Medical Library Association Conference.

HOSPITAL STANDARDS: Board members were asked to review the 2002 standards so they can discuss at the next meeting an approach to having the Maine Medical Association endorse them. The Maine Hospital Association may also be approached for an endorsement.

BOARD MEETINGS: The next board meeting will be at St. Joseph’s College on August 29 (11 am – 3 pm).

ADJOURNMENT: Dina adjourned the meeting at 2:15 pm.
Submitted by:

Barbara Harness
HSLIC Secretary.