HSLIC Executive Board  
March 8, 2002  
MaineGeneral Medical Center—Augusta

Present: Marj Anderson, Amy Averre, Deborah Clark, Happy Copley, Barbara Harness, Jane Harris, Jackie Hittner, Patty Kahn, Dina McKelvy, Stew MacLehose, Dan Philbrick, Emily Scribner and Cindy White. Stew MacLehose, Systems Librarian at UNE was introduced as incoming Automation Chair.

Ariel Meeting:

Call to Order: Amy Averre called the board to order at 9:40 a.m. for the purpose of discussing how HSLIC could assist members in implementing Ariel technology. At the January meeting, the board established a goal of: “80% of membership being capable of receiving documents electronically and of 50% of membership being capable of sending documents electronically (Ariel) within two years.”

Deborah Clark reported results of a HSLIC listserv survey. Members reported they needed Ariel software, scanners and computers. The greatest need was for scanners. They expressed concerns about: dedicated computers, firewall/network issues, copyright, static IP addresses and computer memory. Dan Philbrick and Stew MacLehose discussed some of the technical aspects of Ariel based on their experiences. Grant options were discussed. One option was to apply for a RML grant, which would provide about $15,000 for purchasing scanners and Ariel software. Another option would be to try to meet more needs (computers, scanners and Ariel) with more participants by applying for a National Library of Medicine grant ($50,000-$150,000). HSLIC could contribute some funds also.

At 11 a.m., a call was made to Deborah Sibley (Associate Director of the Regional Medical Library-New England). Based on our needs and her input, the National Library of Medicine grant option was selected. Deborah Sibley agreed to meet with a committee of HSLIC members to help with the grant process.
and to review the final application. Deborah Clark will arrange a meeting at which needs assessment and a review of the grant application will take place. Marj Anderson and Dina McKelvy volunteered to help. They will also invite Janet Cowen (Director of our Resource Area Library) to participate and to see if they can help with the process. Deborah Clark would like to have the committee meet with Deborah Sibley before our Spring meeting on May 31. A presentation could then be made to the membership about the proposed project.

The Ariel meeting adjourned at 11:30 a.m.

HSLIC Executive Board Meeting.

CALL TO ORDER: Amy Averre called the meeting to order at noon.

SECRETARY’S REPORT: Final revised e-mailed minutes were approved.

TREASURER’S REPORT: Jackie Hittner reported that Amy Averre was now the HSLIC registered agent on file with the State of Maine. The original copy of the file will be kept by the Treasurer. Jackie paid the MULS contractors in full. She received confirmation of our Federal ID matching with our new mailing box address. She cashed our certificate of deposit and our new check balance is $22,942.62. She was asked to see if a money market account for $10,000 would generate more interest than the checking account. The account needs to be liquid. Her budget report was approved. Together the board made recommendations for the upcoming budget, which will be presented at the Spring meeting for approval. A new line will be added to the budget for the proposed Ariel project ($10,000). Other account lines recommended were: Resource Sharing: $1200.; Administration/Public Relations: $650.; Scholarships: $2000.; HAMIC Scholarships: $267.; Program/Education: $2600.; Travel: $500.; Archives: $100.; and Manual $50. Total is $17,367. If needed, funds for the newsletter will be used from the Administration line. Since the newsletter is now on the web, no
funds were used this year. It was also decided to close the books on April 30 of each year. If the Spring meeting is held after April 30, then expenses for it will be paid from the new budget. The new budget starts on May 1.

RESOURCE SHARING: Deborah Clark reported on bylaws update. She reviewed recommendations made by her bylaw committee (Janet Cowen and Cora Damon). The Board reviewed changes. Patty Kahn moved to accept them and Emily seconded. The new bylaws will be posted on the web. An e-mail will be sent to the listserv, which will alert members to review them. All members need to subscribe to the listserv to receive notices. Bylaws will be voted on at the Spring meeting.

NOMINATION SLATE: Emily Scribner and her committee (Happy Copley and Cindy White) reported the following slate:

Chair: Deborah Clark  
Chair-Elect: Dina McKelvy  
Secretary: Barbara Harness (2nd yr. of 3 yr. term)  
Treasurer: Jackie Hittner  
Area Representatives:  
1: John Hutchinson  
2: Cynthia Arnold  
3: Patty Kahn  
4: Ann Jordan  
5: Stephanie Bressett

Patty Kahn moved we accept the slate and the Board approved it. The slate will be voted on at the Spring meeting.

NEWSLETTER: Dina McKelvy requested copyright permission for Lucy Arbuthnot to use an article she wrote about her in the HSLIC newsletter. The board granted permission without the url address, but with the copyright statement.

NAHSL: Happy Copley reported that facilitators and recorders are needed for the Medical Library Association roundtables.
The 2002 NAHSL Conference will be at the Grand Summit at the Attitash. A dinner theater is planned. Kathy Brunjes will be Conference Chair in 2004, when HSLIC hosts.

EDUCATION: Dina McKelvy has arranged for Daniel Dollar to speak at our Spring meeting on May 31 in Lewiston (Lewiston-Auburn College) about e-journals. Business meeting will be in the morning, Ariel demonstration at noon; lunch 12:30-1:30 p.m. and the program from 1:30-3:30 p.m. HSLIC will pay for lunch, however a count will be needed. Mark Goldstein is interested in doing a LINKOUT/Docline presentation in early summer for us.

MAINE LIBRARY ASSOCIATION: Barbara Harness reported registration forms are out and due by April 9 (postmarked for early fees) and some delayed renovation at the Civic Center will require room changes. Pens will be ordered for our exhibit table with “Quality Health Information” and our web site address. Barbara will post to the listserv requests for updating our health collection resource handout and input for lists on consumer health books and audiovisuals.

MAINE LIBRARY COMMISSION: Barbara reported that Gary Nichols continues to work on a document delivery model and that Minerva libraries may be selected first for this project. There is concern about how librarians are reacting to the laptop project for schools. The Department of Education wanted the Commission to approve a letter with our support. Provisions that Gary recommended were deleted from drafted letters. The Commission with the Maine Library Association board approved a letter to be sent. It requests “retention of fair and equitable treatment of libraries in the distribution of resources from the MSLN ‘escrow’ fund.”

ADJOURNMENT: The meeting was adjourned at 2:30 p.m.