Minutes of the HSLIC EXECUTIVE BOARD MEETING

Friday, April 6, 2001

Maine General Medical Center/Waterville, Maine

Present: Amy Averre, Deb Clark, Happy Copley, Barbara Harness, Jane Harris, Sally MacAuslan, Dina McKelvy, Dan Philbrick, Emily Scribner, Pat Spellman.

I. CALL TO ORDER ◊ Amy Averre: The meeting was called to order at 10:17 am.

II. SECRETARY’S REPORT ◊ Pat Spellman: Pat thanked Sue Jagels for taking the minutes of the March 2, 2001 meeting. Amy mentioned she did not have a copy of the December 1, 2000 Executive Board meeting minutes; Pat told Amy she would e-mail a copy to her. The minutes of the March 2, 2001 meeting were accepted as written.

III. TREASURER’S REPORT ◊ Leslie Kelly: A report was not submitted.

IV. COMMITTEE AND REPRESENTATIVE REPORTS:

A. Archives: A report was not submitted.

B. Automation: A report was not submitted.

C. Education: Linda Beaulieu was not present. Deb suggested a program on accessing legal documents, laws etc. on-line might be helpful. Linda is working on a program covering legal aspects of filtering the Internet. She is having difficulty lining up speakers and dates. Amy will contact Linda about where she stands on the educational program for the Spring Membership meeting.
D. Maine Library Association: Barbara is looking for people to staff the table at the conference. She asked for brochures from the HSLIC libraries since handouts are very popular.

E. Maine Library Commission: Sue Jagels submitted a report. Amy asked if they had updated information on bills before legislature, but no one had any news. Dina reported that she’s investigating the possibility of having students in the UMA bachelor’s program working on MULS under the supervision of an instructor. The course is offered throughout the year, so it MULS would be continually updated. It would give the students an opportunity to have hands-on database experience. The Board expressed concern over the potential demise of MULS since many libraries are still using it daily.

F. Membership: Jane Harris e-mailed Leslie about members who had not paid their dues, but had not heard back from her. Jane raised two membership issues: 1. Libraries that have not paid their 2000 dues, and 2. Members who have paid but are not compliant with the rules of membership. The Board decided to give libraries owing dues a firm date and if membership dues are not paid by that date, loan requests will not be filled. Amy has drafted a letter to the librarians who have paid dues but have not fulfilled the rules of membership specifically, being an active DOCLINE user. The Board also voted to change Article III of the By-Laws which would make entering and maintaining serial holdings in MULS and SERHOLD a requirement of membership. This change will go before the membership at the spring meeting. Amy will ask Ed for a print out of DOCLINE users/lenders and will ask if he can find who has no holdings in SERHOLD. The board also discussed inviting UMF and Colby to the membership meetings to get them interested in joining.

G. NAHSL: A report was submitted to the newsletter. The NAHSL webpage has a new URL: [www.nahsl.org](http://www.nahsl.org). The fall meeting (2001) will be in New Haven, CT. The 2002 fall meeting will be in Attatash, NH; The 2003 fall meeting will be in Massachusetts, but a location has not been announced; The 2004 fall meeting will be in Maine. The RML has been working on a 5-year contract with NLM. UMASS is competing with UCONN for this contract, and an announcement should be made soon as to who will get the contract. The Spring ILL meeting will be April 19 in Sturbridge, MA. Ed announced Region 8 and Region 1 can now borrow from TALON on EFTS. This will be announced on the list-serv. Utah, Kansas, Nebraska and Colorado are interested in joining EFTS. Happy reminded the board that the chair of NAHSL is always to come to a spring or fall membership meeting to provide an update. It helps to have NAHSL see what is going on in Maine.

H. Newsletter: Emily mentioned that the NAHSL newsletter editor used to read the HSLIC newsletter but can’t access it now because it is password protected. It is used to put HSLIC news in the NAHSL newsletter. Since the newsletter is a privilege of membership, it will stay password protected and Happy will give HSLIC news to the NAHSL newsletter editor. Emily thanked those submitting information for the
newsletter. The next newsletter will be published the last week of April.

I. RAC: The next meeting is scheduled for April 20, 2001.

J. Scholarship: A report was not submitted. Scholarships have not been requested but Sally expects requests due to upcoming meetings.

K. SCUM: By-Laws changes will be presented for a vote at the spring meeting. Section 9 Policy needs a description for the membership committee. Jane Harris (chair) needs direction because she is not sure about the committee's responsibilities. The Board told her the committee is responsible for all matters pertaining to individual and institutional membership, compliance with membership agreement, and keeping track of memberships. Jane will write a description for the Policy section of the Manual and the Board will review it. The Board discussed creating an ad hoc committee to review the by-laws and policies and procedures. Amy will ask for volunteers for this committee at the spring meeting. Deb reported that there is $350 in the manual budget which could be used to buy Adobe Acrobat. Dan will investigate the cost and if it falls within $350, they will purchase it.

V. AREA REPORTS: Submitted to the newsletter.

VI. OLD BUSINESS

A. Spring Meeting: The Board would like to have the meeting the first week of June. Amy will update the Board on the date and educational program.

B. Group Database Purchase: Patty Kahn is looking into forming a statewide consortium to purchase databases because subscriptions are prohibitive for individual institutions.

C. MULS: See IV. E. MLC report.

D. Late Membership Dues: See IV. F. Membership Committee.

VII. NEW BUSINESS
A. **Budget:** The $566.42 from HAMIC has been added to the scholarship fund. There are opportunities to reduce the budget. The board discussed paying the MULS updaters on an hourly basis because the future of MULS is in flux, or providing them with a six month contract. Amy will ask for a report from the updaters. The board decided to leave the $1200 for MULS updaters in the budget since no one is sure what will happen. Emily thinks her Newsletter budget could be reduced to $200. The Administration and Public Relations budget was reduced to $400. Sally suggested raising the scholarship gifts from $150 to $200 because the costs of conferences are increasing. The Board voted to keep the scholarship budget at $2000, put the HAMIC money ($566.42) on a separate line to be spent first. Since substantial funds are needed to attract decent speakers, the Programs and Education budget was raised to $2600. The Travel Expenses budget will remain at $200, and the Archives budget will remain the same. The Manual budget will be reduced to $50.

B. **Nominations/Slate of Officers:** Casandra Fitzherbert resigned as Chair-Elect. Amy Averre has agreed to be HSLIC chair for another year.

Chair: Amy Averre

Chair-Elect: Deb Clark

Secretary: Barbara Harness

Treasurer: Gary Pelletier

Region 1: Dina McKelvy

Region 2: Linda Beaulieu

Region 3: Patty Kahn

Region 4: Ann Jordan

Region 5: Betty Walker

It was mentioned that Linda Beaulieu will have served more than 2 years as a Region Representative which would be against the by-laws. Dan Philbrick said he remembers serving more than 2 years. In this case the board will disregard and put Linda up for election. Many board members did not realize an area representative could only serve 2
consecutive terms.

VIII. ADJOURNMENT: The meeting was adjourned at 2:43 PM.

Respectively submitted,

Patricia Spellman

Secretary