<h2>HSLIC ANNUAL SPRING MEETING</h2>
<h3>LEWISTON-AUBURN COLLEGE<br>MAY 31, 2002</h3>

<h4>PRESENT:</h4>
Marj Anderson (Mercy); Amy Averre (Husson); Linda Beaulieu (CMMC); Donna Berryman (RML-UMASS); Janet Bolduc (Inland); Stephanie Bresett (UMFK); Kathy Brunjes (CMMC); Deborah Clark (Stephens); John Clark (Maine State Library); Juan Condori (EMMC); Happy Copley (St. Mary's); Nancy Curtis (UMO); Susan Dugal (Cary); Carin Dunay (SMMC); Barbara Harness (MGMC); Jackie Hittner (St. Joseph's College); John Hutchinson (UNE-Westbrook); Patty Kahn (PenBay); Paula Kaiser (Franklin); Sally MacAuslan (Bridgton); Alison MacKenzie (EMMC);
Stew MacLehose (UNE-Biddeford); Sue Maheux (USM/LAC); Dina McKelvy (SMMC); Dorothy Mozden (SMMC); Gary Pelletier (VA); Dan Philbrick (USM/LAC); Eric Row (UNE-Biddeford); Emily Scribner (Franklin); Deb Sibley (RML-UMASS); Janet Sibley (KVTC); Georgia Wark (MMC); Cindy White (EMMC); Patty Williams (MMC).

<p><strong>Call to Order:</strong>  Amy Averre called the business meeting to order at 10:05 A.M.

<p><strong>SECRETARY'S REPORT</strong>-Barbara Harness: Emily Scribner and Marj Anderson moved to accept minutes. Minutes approved by vote.

<p><strong>TREASURER'S REPORT</strong>-Sister Jackie Hittner:  We have a six-month $13,000 Certificate of Deposit which earns 2% and from which we can withdraw money once without penalty (during the six month timeframe). We need to keep a minimum of $2500 in the CD. The fiscal year closed on April 30, 2002 and the books are closed as of that date. Spring meeting expenses will come out of next budget. Patty Kahn and Emily Scribner moved to accept report. Treasurer's report approved by vote. Marj Anderson thanked Sister Jackie for all her work in reorganizing treasurer's account and duties.

<h4>COMMITTEE REPORTS:</h4>

<p><strong>RESOURCE SHARING COMMITTEE</strong>-Deborah Clark:

<p>Dina McKelvy is awaiting a revised quote from MD Consult based on HSLIC members, who expressed an interest.

<p>Revised bylaws will be reviewed later in meeting.

<p><strong>Ariel:</strong> Deborah Clark reviewed for members the proposed Ariel Grant Project.

<p><strong>Objectives:</strong> <li> improve efficiency of resource sharing (document delivery); <li> expand capabilities from Ariel 7 (original RML Ariel trial group) to add more HSLIC members; <li> provide outreach to healthcare professionals; <li> relate to NLM's objectives and to meet objectives of Health People 2010.</li>

<p>Janet Cowen has offered to be principal investigator. Maine Medical Center's grant office offered to handle funds (reimbursements/billings, etc.) Project would be funded by HSLIC money-- $10,000 and also by obtaining a NLM Information Systems Grant (range $50,000-$150,000. and
Technical aspects of Ariel were reviewed (store/forward, firewalls, static IP addresses). The proposed grant could cover: obtaining scanners, Ariel software, training, technical supports and grant writing. Patty Kahn suggested we look at Southern New Hampshire AHEC, which e-mails articles. Deborah Clark, Janet Cowen, Marj Anderson and Dina McKelvy met with Deb Sibley earlier to discuss NLM grant possibilities.

The following timetable was proposed:
- May 31: HSLIC vote approval;
- June 30: Complete needs assessment;
- July 31: Hire grants writer, application materials due (letters of IT/Administration support, biographical sketches and resumes, etc. from participants);
- August 16: Review draft of grant by Grant Committee;
- September 20: Grant writer/committee present to Executive Board.
- October 1: Send application to NLM. NLM review process could take six months to one year.

Discussion about proposal followed. Issues of concern were: computer/printer needs, Ariel update costs, storage space for documents, identification of a qualified grants writer with experience in Federal grants (preferably NLM), copyright limitations, needs assessment process, and IT buy-in at possible sites. The proposal was voted and approved by HSLIC members for the Ariel project to move forward.

**ARCHIVES** - Marj Anderson. The archives will move to the storage area.

**AUTOMATION** - Dan Philbrick. Stew MacLehose will become new chair. Dan reminded members that the newsletter, minutes, budget and manual are password protected. To access these sections, the username is HSLIC and password is: news4me.

Sister Jackie requested that Ariel addresses be added to the Super Directory as libraries offer this service. Dan was thanked for his work.

**EDUCATION** - Dina McKelvy. Dina thanked everyone for coming and announced 2 Medical Library Association continuing education units would be given for attending the afternoon program on e-journals with Daniel Dollar.

**MEMBERSHIP** - Jane Harris. Sister Jackie Hittner announced that 26 members have paid dues for current year. Amy reminded members to use the new post office box address for HSLIC.

**NEWSLETTER** - Emily Scribner. Emily thanked everyone for their contributions. Amy Averre will be the new editor.

**SCHOLARSHIP** - Sally MacAuslan. Sally announced there were funds available for scholarships.

**SCUM** - Cindy White. Cindy sent out e-mail that a new DOCLINE manual was available online. No printed copies will be provided to members.
MAINE LIBRARY ASSOCIATION—Barbara Harness. Barbara announced that the HSLIC exhibit received the "Most Informative Display 2002" at the Maine Libraries Conference. The exhibit was available for members to look at and pickup handouts. If anyone was interested in representing HSLIC on the program committee, they should contact her. Ideas are also welcome.

MAINE LIBRARY COMMISSION—Barbara Harness. Barbara had a written report. Special libraries can join public libraries in applying for New Century grants. Application form is on the Maine State Library web site.

NAHSL—Happy Copley. Happy invited members to attend the Fall NAHSL conference at Summit@Attitash on September 22-24. Dress is casual. Kathy Brunjes is 2004 conference chair and volunteers will be needed to help. Happy Copley will be the new secretary for NAHSL.

OLD BUSINESS

NEW BUSINESS:

PROPOSED BUDGET—Jackie Hittner. Jackie presented the proposed budget. It eliminated the newsletter line, since it is online and if any expenses occur they will come from the administrative account. HAMIC funds of $267 remain in the Scholarship account and will be used first. Ariel grants project has $10,000 set aside. Patty Kahn and Marj Anderson moved to accept the budget. It was approved by vote.

BYLAW CHANGES—Deborah Clark. Deb announced the changes proposed by her committee (Janet Cowen and Cora Damon). Bylaw changes were approved by vote.

ELECTION OF OFFICERS—Emily Scribner. Emily presented the slate of new officers for 2002-2003 with her committee (Happy Copley and Cindy White):

- Chair: Deborah Clark
- Chair-Elect: Dina McKelvey
- Secretary: Barbara Harness (2nd of 3 years)
- Treasurer: Maryanne Lamont
- Region I Rep: John Hutchinson
- Region II Rep: Cynthia Arnold
- Region III Rep: Patty Kahn
- Region IV Rep: Ann Jordan
- Region V Rep: Stephanie Bresett

Slate approved by vote.

CAIRNS AWARD—Amy Averre. Amy announced that Dan Philbrick was the 2002 recipient of the Eleanor Cairns Award. Dan was recognized for maintaining and improving the HSLIC web site and two listservs. He also has given valuable advice on Ariel and served as media chair for the last NAHSL conference that HSLIC hosted.
<p><strong>AREA REPORTS:</strong> Amy Averre announced that the library at Husson is being renovated. Books are unavailable for loan and we can call for interlibrary loan requests. They should have the project completed in August.</p>

<p><strong>ADJOURNMENT:</strong> The meeting was adjourned at 11:50. Deb Sibley then provided an RML update of grants activities.</p>

<p>Respectfully Submitted,</p>

<p>Barbara Harness</p>

<p>Secretary</p>