HSLIC Spring Business Meeting  
May 30, 2013  
Maine General Medical Center Thayer Campus  
Waterville, Maine

Present: Amy Averre, Husson University; Barbara Bartley, KVCC; Susan Bloomfield, SMMC; Janet Bolduc, CMMC; Jeff Christianson, Inland Hospital; Deb Clark, Stephens Memorial Hospital; Happy Copley, St. Mary’s; Janet Cowen, Maine Medical Center; Cora Damon, MGMC; Shelly Davis, St. Joseph’s College; Beth Dyer, UNE; Chris Fluriel VA Maine Healthcare System; Doug MacBeth, The Jackson Laboratory; Megan McNichol, EMMC; Linda Menard, TMC; Mamie Ney, SMLD; Valerie Osborne, NMLD; Mary Piorun, NN/LM NER; Nancy Spiegel, Foundation for Blood Research; Cynthia Young, EMCC; Stephanie Zurinski, CMLD.

Call to Order: (Shelly Davis):
  • The business meeting was called to order by Shelly Davis at 9:43 A.M.

Chair’s Report: (Shelly Davis): Much work behind the scene has been put into updating the bylaws and the policy and procedure manual.

Secretary’s Report: (Megan McNichol):
  • Minutes from the 2012 fall meeting were accepted as is and approved.

Treasurer’s Report: (Evelyn Greenlaw):
  • In addition to this information below, Evelyn submitted the 5/23/2013 HSLIC Budget Report on a handout.
  • Approved budget: $5300.00
    o Expenses since January 1, 2013:
    o Scholarships: Dina McKelvy $200.00
    o Travel: Susan Bloomfield $70.40
    o Susan Bloomfield $120.50
    o Judy Moreno $60.50
    o Dale Kuczynski $55.00
    o Deb Clark (Tri-Dist) $64.00

New Business:
  • Bylaws Revision-The season for these changes are because the organization and profession is changing. These changes are to help keep HSLIC vital.
    o The first change is to eliminate the three area reps.
    o The second change is to add associate members to add to our membership.
      ▪ Under Members, Article III; Decline participation
      ▪ Under Members, Article III Section 3 under B; add associate members and a description of the definition.
      ▪ Official changes to sections; section 5 part A and section 6 part A
      ▪ Article 4
      ▪ Article 5 part B; Doing away with area rep positions. Delegates are non-voting members now. Quorum changed to 1/3 voting members needed.

Old Business:
  • NAHSL 2014 Conference Planning Committee- Janet Cowan  
  Samoset Resort, October 19-21 2104
    o The Committee met for the first time on March 22 at the Togus VA. It was decided that the VA was the most convenient location for any future in-person meetings, though we would try to have as many meetings as possible via conference calls, or video conferences.
    o A preliminary theme and logo were agreed upon, with more discussion to come at the next meeting, when committee members will report on their conversations with graphic artists.
- We are using LibGuides as a communication tool for the planning committee. It has been set up, and all CPC members have been given authoring rights. Thanks to NAHSL for providing the LibGuide and for establishing all accounts.
- We are looking at the Lighthouse Museum in Rockland for the Opening Reception.
- Our next meeting will be on June 5th, a video conference. We've had two tests, still some bugs to work out, not everyone has set up their accounts to participate. Our next in-person meeting will be in September.
- A local exhibits person is needed to work on-site in addition to Katherine Stemmer-Fermento from NAHSL.

Committee Reports:

- Archives-(Amy Averre):
  - The archives are currently housed in a 3-drawer file at St. Joseph's College. Much of the material has been sorted but there are additional boxes to sort through. Jeff spent a day doing this.
  - All 143 newsletters have been scanned into PDF files for a total of 217 MB. We're confirming with NAHSL whether or not they can store these PDF's on HSLIC's LibGuide site.
  - We discussed methods of backing up the PDFs. David said flash drives are not reliable enough. He suggested using an external hard drive. We talked about cloud storage and will look into this.
  - When all the scanning is finished the Board will have to decide whether to keep all the paper documents, some of them or none of them.
  - We briefly discussed retrieval issues. We need to decide what findings or searching aids will be most appropriate.
  - HSLIC Archive Mission Statement:
    - The HSLIC Archive seeks to collect, organize, preserve and provide access to materials of permanent historical interest to the organization. These include items that illustrate HSLIC's organization and development and its functions and activities.
  - Materials/Information to be collected
    - Executive board: minutes, lists of officers
    - Annual budgets
    - Membership meetings: minutes, programs
    - Newsletters
    - Membership directories
    - Bylaws, including revisions and amendments
    - Policies and procedures
    - Conference programs and materials
    - Photographs
    - Other material pertaining to the evolution of the organization
  - Format
    - Due to the lack of a centralized location for the storage of physical items, whenever possible, Archive materials will exist in digital format only. All digital files will be accessible via the HSLIC website, with backup copies on a portable drive in the custody of the Archives Chair. Items deemed necessary to maintain in physical format will reside with the current Archives Chair, who will be responsible for their storage and care during his/her term.

- Automation-(Chris Fleurier):
  - Since becoming the Automation chair, I have updated the HSLIC Executive Board list on the LibGuides site. I have also learned that it would be possible to have rotating pictures on our header. If you have photos that you would like to share with HSLIC, that is one venue. I am inquiring whether there is sufficient storage available for the archives to be located on our website.
• Education-(Beth Dyer):
  o I set up the educational program for the spring meeting today, and am pleased that Sonya Durney and Linda Putnam from Portland Public Library will be presenting, “Find that stat, stat!” This program idea came from someone who provided a flyer describing a similar presentation in Massachusetts in September 2012.
  o Ideas for future meetings include: 1. Health law: how to find health-related legal cases and information 2. Health and psychosocial instruments: how to answer requests for actual health instruments (proprietary tests, questionnaires, etc); how to find and access them, etc. I welcome all suggestions and opinions on these or other topics that might be of interest.
  o I hope you will complete the post-meeting feedback form that will be delivered to you via HSLIC-L immediately after the meeting. The form offers space to provide feedback on today’s program as well as offer suggestions for future programs.

• Membership-(Dale Kuczinski):
  o As of 5/22/13 we have 3 unpaid members, 4 “paid” members whose checks have not been located (hopefully can clear this up when Nancy is better) and 32 paid members for the FY13 membership year.

  • Unpaid: **Lincoln County Healthcare (Augusta)
  • Anderson, Marjorie
  • St. Joseph Hospital (member?) Ctr. (Waterville) VA Medical Center
  • Paid:
    • Emily Scribner Fort Kent
    • **Bridgton Hospital University of Maine at
    • **Central Maine Community College at Presque Isle
    • **Central Maine Medical Center University of New England (Portland)
    • **Dorothea Dix Psychiatric Center University of Southern Maine (LAC)
    • Eastern Maine Community College Waldo County General Hospital
    • **Eastern Maine Medical Center dues
    • **Foundation for Blood Research *owe $50 assessment
    • **Franklin Memorial Hospital **$41 NEJM discount
    • Husson University
    • Inland Hospital
    • *+**Jackson Laboratory
    • *Kennebec Valley Community College
    • **Maine Medical Center
    • Maine State Library
    • **Mid Coast Hospital
    • Northern Maine Community College
    • **Penobscot Bay Medical Center
    • Redington-Fairview General Hospital
    • **Rumford Hospital
- Southern Maine Community College
- **Southern Maine Medical Center**
- St. Joseph's College
- **St. Mary's Regional Medical Center**
- **Stephens Memorial Hospital**
- University of Maine

- Publicity-(Susan Bloomfield):
  - HSLIC Newsletter (Since Fall Meeting)
    - Volume 35; #7: Posted to website in December, 2012
    - Volume 36; #1: Posted to website in March, 2013
    - Volume 36; #2: Posting scheduled (June, 2013)
    - PLEASE SEND MATERIAL TO SUSAN NOW

- Calendar is Updated
- Other Publications

  I’m proud to announce that “Health Sciences Libraries” was published in the Maine Policy Review this month. It was co-written by HSLIC members Cindy White, Dina McKelvy, Deb Clark and I. The article may be viewed online at:
  [http://digitalcommons.library.umaine.edu/cgi/viewcontent.cgi?article=15855&context=mpr](http://digitalcommons.library.umaine.edu/cgi/viewcontent.cgi?article=15855&context=mpr)

  The issue in its entirety is available at [http://digitalcommons.library.umaine.edu/mpr](http://digitalcommons.library.umaine.edu/mpr).

  **“Maine Policy Review publishes timely, independent, peer-reviewed analysis of public policy issues relevant to the state of Maine. Since its founding in 1991, the journal has become recognized as a definitive source of objective information and for its thoughtful coverage of current and emerging policy issues. Maine Policy Review is published jointly two times per year by the Margaret Chase Smith Policy Center at the University of Maine and the Margaret Chase Smith Foundation...Maine Policy Review is nonpartisan and encourages debate among its contributors. It is intended for a diverse audience, including state policymakers; government, business, and non-profit leaders; students; and general readers with a broad interest in public policy. Legislators and other policymakers routinely seek both present and past issues of the journal to inform their work, and business executives cite the journal as a primary source of informed information about economic issues. College and university students routinely use the journal to better understand issues affecting Maine.”**

- Resource Sharing-(Cora Damon):
  - The New England Journal of Medicine -Cora is in the process of completing the contract with The New England Journal of Medicine. She will be sending out forms to HSLIC libraries. Any additional libraries that are interested in subscribing to the Journal, please contact Cora. The bills will be sent from Maine Medical Center.
  - StatRef -has a new subscription coming up. Currently, the group is getting a 10% discount. The DSM5 is no longer offered through StatRef.
  - BMJ-the new subscription is coming up soon.
  - Access Medicine the new subscription is coming up soon.
  - Cora announced that she will be ending her term shortly, as work in both her libraries will be increasing. Any HSLIC member interested in resource sharing, contact Shelly Davis, current HSLIC Chair or Cora Damon.

- Scholarship-(Ann Jordan & Pat Bishop):
  - This spring the committee has approved 1 Scholarship. Dina McKelvy, MMC; $200.00. Dina used this scholarship to help her attend MLA in Boston; I expect we will receive a report soon. This year scholarships are limited to $200.00 per institution.

Updates

- Maine Library Commission- (Deb Clark)
- Income tax form check-off for libraries: Success! The MSL did collect enough funds this year to retain its check-off box on next year's state income tax form. Most of the monies collected this year will have to go towards the initial set-up fees but next year, any funds collected over $2000 will go towards public library projects.

- Announcement of the 9 large Maine libraries that will honor each other's library cards:
  - University of Maine
  - University of Southern Maine
  - KVCC
  - EMCC
  - YCCC
  - SMCC
  - Bangor Public
  - Portland Public
  - Maine State Library

- Public library standards were discussed and a proposal will be sent out to MELIBS for comment. The Commission will now be responsible for setting the library standards. The Maine Library Association will no longer have that responsibility.

- Linda Lord was pleased to report a high usage of social media for the MSL. She also reported on a successful MSL legislative day and a school ILL van delivery pilot being tried in Dover-Foxcroft.

- Valerie Osborne reported about the first Maine Readers Choice Award for adult fiction. It has been narrowed down to three finalists, A Land More Kind than Home by Wiley Cash, The Yellow Birds by Kevin Powers, and Gone Girl by Gillian Flynn. The final voting will happen in early September. FMI, go to http://mainereaderschoiceaward.org/.

- There is a lot of effort to energize Friends of the Maine State Library organization. The first 50 people joining the Friends of the Maine State Library with a $100 or greater donation will receive an L.L. Bean tote bag with the Friends web site tastefully embroidered on one side. See http://www.mainestatelibraryfriends.org/ for more info. There are suggested donation levels there.

- **HLAG -(Janet Cowen):**
  - On March 21, 2013, the Hospital Libraries Advisory Group (HLAG) met at the NN/LM offices to discuss future directions for this group in relation to the NN/LM NER. In addition, the group brainstormed the strengths, weaknesses, opportunities and trends for hospital libraries. This SWOT analysis will be further discussed during a phone meeting on June 5th, which unfortunately I won't be able to attend. Because the HLAG has not reviewed the document, it has been suggested that I not share it with HSLIC until it is finalized, which I will gladly do!

- **NAHSL Board -(Dina McKelvy):**
  - No report

- **Maine State Library -(Stephanie Zurinski):**
  - The check off box for the Maine libraries will be on the state income tax form for 2014.
  - Maine Library leadership Institute – Eight candidates will participate in a yearlong program to prepare leaders to face the challenges libraries face today.
  - Maine Readers Choice Award; the three books to choose from are: Gone Girl by Gillian Flynn; The Yellow Birds by Kevin Powers; A Land More Kind than Home by Wiley Cash.

- **Maine InfoNet -(Janet Bolduc):**
  - Next Generation Maine Integrated Library System Committee
    - This committee was established last year to determine what would be needed for a new state-wide system. Priorities remain:
      - Resource sharing component (currently MaineCat)
      - Flexible discovery system giving each member library the ability to choose their own system (Summon, Primo, etc.)
      - Scalable price range – needs to be affordable for small and large libraries
    - Members include: Clem Guthro, Sarah Campbell, Shelly Davis, Jamie Ritter, Alicia Revitt and James Jackson Sanborn. Anyone interested is invited to attend the June 4 meeting with Chris
Holly, our representative from III, to determine parameters and an integration path and talk about a reasonable timeline if the state decides to migrate to III's Sierra. Colby, Bates and Bowdoin are in negotiations with III to integrate their three systems into one. III’s recommendation is to integrate the three systems into one Millennium system, then convert that to an integrated, III Sierra system next spring. If this works for CBB, there will be more incentive for III to work with the rest of MaineCat.

- Board member appointments:
  - Pending approval by her board, Brook Minner will represent the Solar Libraries, taking Rich Boulet’s place on the Board.
  - MASL has not made a recommendation for Liz Reisz’s school library seat. MASL did ask Liz to continue, but Liz felt she could not accept as she is now longer in a school library position.
  - Janet Bolduc’s first three year term is finished. Another three year term is allowable, but this would be a good time for any interested HSLIC member to take her place!

- Executive Director Report
  - James Jackson Sanborn attended the International Coalition of Library Consortia Conference. Highlights:
    - Presentations by Kualli OLE (open source) and Ex-Libris Alma representatives
    - Kualli OLE is strictly being developed for Academic Libraries and does not include a user interface
    - Alma is not strictly for academics, but in response to my question they stated they did not want to “simplify the system” for publics and thus create a “sub-optimal experience” for academics.
    - Significant conversations with other INN-Reach sites - CARL consortium has developed perl scripts external to the system that allow for export of full INN-Reach records. James requested more information to see if it would be usable for the Maine system.
    - Conversations around discovery layers focused on difficulties using them in consortia environments (similar experience to our shared Summon implementation difficulties).
  - Maine InfoNet Website
    - Site structure and file inventory completed and handed over to Rainstorm
    - Migration of files will be starting soon.
    - Updated timeline requested, not yet received.
  - SOLAR
    - We are still waiting on data to come from Balsam/Evergreen system. Work on NCIP connector for Evergreen systems is being undertaken by Lyrasis - extent of functionality planned is unknown - request for information sent. New (6 month embargo) Lubec and Ellsworth items loaded
  - Minerva
    - Minerva Membership committee has met and has started planning process for adding new members
  - Overdrive
    - Overdrive is working with III for a better integration of the systems. If successful, a patron logged into a Sierra system will be able to directly download a book without going to the Overdrive site — and that the Overdrive items will appear on the patron’s record.

- Maine Shared Collection Cooperative
  - The Maine Shared Collections Cooperative is a partnering of the 8 largest libraries in the state of Maine: University of Maine, University of Southern Maine, Bates College, Bowdoin College, Colby College, Bangor Public Library, Maine State Library, and Portland Public Library. Funded from an IMLS grant, the proposal calls for the partner libraries to create a state-wide strategy for collaboratively managing library book collections into the future. (See http://www.maineinfonet.net/mscs/ for more information about the project.)
• Clem Guthro reported that the recently hired SCS Company has gotten the data about the collections for the larger libraries into a usable form. It is interesting to note that there were only 99 titles owned by all 9 institutions being compared. There is little duplication in the collections. The first decision made was that the committee will recommend that each institution will keep everything that is unique and that has circulated. There will be more analysis on material that has never circulated.

• Proposal for Appointment of a Maine Shared Collections Cooperative Executive Committee to be presented to the Maine Shared Collection Strategy directors at their next meeting:
  o The Cooperative shall be governed by a Memorandum of Understanding signed by all participating libraries.
  o The Board of Directors of the Cooperative is composed of 5 members of the Maine InfoNet Board who represent constituencies that are participants in the Cooperative. The Board of Directors shall be selected by the Maine InfoNet Board Executive Committee. Public universities, private non-profit colleges, the State Library, and public libraries must each be represented on the Executive Committee of the Cooperative. The remaining position can represent any participant constituency.

  o Agenda for June Board retreat
    The annual board retreat will be Wednesday, June 5 from 9:30 – 3 at Colby College. Suggested agenda items are:
    • Review of Year
    • Solar
    • Policies; Meetings; Board Structure; Process for electing new officers; By-Laws
    • Summits—what should be achieved—how often they should be held
    • Structure of MaineCat
    • Unification of Standards/RDA
    • Fulfillment; Summon/Discovery

• NNLM/NER-(Mary Piorun): Interim Associate Director
  o Budget cuts 5% this year.
  o Meredith Solomon is the new outreach coordinator for the NNLM.
  o COI knowledge Management workshop is coming up in the fall.
  o Dan Wilson will hold a disaster workshop for NER in the fall.
  o Outreach is finishing up in Worcester, MA
  o NNLM mid-contract site review assessment –three years done two more to go.
  o A 10 question survey will be sent out from NNLM to hospital libraries. Also need members to be involved in a focus group to talk for 90 minutes.

• Cairns Award Presentation-(Deb Clark):
  o The 2013 Cairns Award goes to Nancy Curtis. Deb Clark, who nominated Nancy for the award, made the presentation and said, in part, that “her practicality, dedication, and willingness to help where needed have made Nancy a valuable HSLIC member and health sciences library champion for our State.” Unfortunately, Nancy was not able to accept the award in person; however a few HSLIC folks from the Bangor area delivered the bowl to her a few days before the meeting. Amy Averre reported that the staff at UM had a nice gathering and celebration there for Nancy; we hope to have some pictures soon. Nancy will also be honored at the annual Maine Hospital Association Conference on June 20.

Adjournment
• The business meeting was adjourned by Shelly Davis at 12:18 P.M.

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Educational program: 1-3PM: Find that stat, stat!
Linda Putnam and Sonya Durney, Portland Public Library
Submitted by: Megan McNichol, EMMC