The Executive Board of HSLIC met after lunch and the adjournment of the general meeting at Seton Hospital, Waterville. Those present were Cora Damon, Thayer Unit, Mid-Maine Medical Center; Jean Doty and Priscilla Platt, Eastern Maine Medical Center; Eleanor Cairns, Maine Medical Center; Mary Wendersee, Dept. of Human Services; Nancy Greenier, Pen Bay Medical Center; and Judy Littlefield, VAC Togus.

Margery Read attended this meeting and presented her plans and ideas to the board. The first plan brought up was to start on a union list of our own to include our entire membership. Jean Doty mentioned that she feels that there is a weakness in coordinated book purchasing. To have each library make a union list of their book holdings and keep it up to date is almost impossible but everyone agreed that it would be helpful if each library would identify their collection's strongest points.

Margery offered to publish a newsletter on a regular basis with each member sending their information, announcements, etc. to her office.

Margery asked how we felt about her drumming up new business and everyone agreed that it is important to include as many hospitals as possible. Other goals include writing a manual of interlibrary loan procedures and developing a uniform way of keeping statistics in each library. When asked "What are your priorities?" she responded 1) union, 2) newsletter, 3) survey, 4) educational programs, 5) look for more grant money.

In preparation for the time that all libraries will have to charge for interlibrary loans, Margery recommended that good records be kept. Within the hospital, libraries should keep records as to what departments get what. She also brought up the plan to redo the part of the grant that was cut out perhaps with a different slant such as service to rural areas.

At this point Margery left and the following discussions and voting took place.

Discussion on Regional approach - Nancy Greenier moved that HSLIC function with the regional concept drawn up by Margery Read. The motion was seconded by Mary Wendersee and all members were in favor.

Next there was a discussion concerning the union list and that it should be the #1 priority since it is necessary in developing good ILL procedures. At the same time developing the ILL manual, traveling to meet each member and discussing the survey are equally important. Nancy Greenier moved that the #1 priority be visiting each member then work on survey, how to submit the information for the union list and work on other priorities while there. Motion was seconded by Priscilla Platt and all were in favor.
The feeling was expressed that the newsletter be approved by the executive board or a publication committee as well as quarterly reports, promotional material, etc. that will be sent outside of the HSLIC group. Priscilla Platt moved that Eleanor Cairns advise on and review the newsletter before it is sent out to the general membership. The new board will choose a publication committee. The motion was seconded and passed unanimously.

Eleanor Cairns is a representative on the Maine Library Commission and felt a second member was not feasible at this time. These representatives are appointed by the Governor.

Item 31 under Goal 1, it was felt that this is not a high priority but important contacts can be made. Those who attend any meetings should report back so that all members can benefit. Nancy Greenier moved that since we already have representatives on many boards that this be considered low priority. Motion was seconded by Jean Doty and all were in favor.

The Board agreed that appointments with hospital administrators should be made by the librarian and thus the coordinator should get the librarians thoughts on whether or not she should meet with the administrator and the coordinator.

Concerning obtaining increased funding Nancy Greenier moved that any grant proposal ideas should be okayed by the Board before work on a grant begins. This was seconded and amended by Jean Doty to read any kind of funding and this was seconded by Priscilla Platt with all in favor.

Mary Wandersee moved that the coordinator be free to explore cooperative ventures seeking Board approval before committing HSLIC. This was seconded by Priscilla Platt with all in favor.

It was decided to ask Morgery to add a Goal V dealing specifically with record keeping; what she should record and what we should be recording for her.

Respectfully submitted,

Judy Littlefield
Secretary

JL/mb