HSLIC Executive Board Minutes

July 14, 1977

Meeting convened - 10:15 a.m.

Present: Melda Page, Margery Read, Gertrude Weir, Nancy Greenier, Raynna Genetti, Marilyn Dean, Priscilla Platt, Eleanor Cairns, Julie Tallman, Wendy Troiano

Guests: Cora Damon, Janet Brysh, Rod Barber

1. Change in leadership - Melda Page announced Rachel Dutch's new job with Bowdoin's Editorial Board and resultant resignation to HSLIC. She read Rachel's regretful resignation dated June 22 and mentioned the vacancy of co-chairperson's position. She also called for Parliamentary Procedure.

2. Secretary's Report - Priscilla Platt moved, with Raynna Genetti's seconding that the secretarial report be accepted with corrections. The motion passed.

3. Treasurer's Report - Wendy Troiano reported that there was $500 in the treasury (correction: that should have been $1210.54) with $15 owed for a Maine U.L.S. - Camden Community Hospital. She reported on the breakdown of treasury duties: Central office would send out contracts and eventually U.L.S. Treasurer would receive contracts with checks, keep books, write checks, deposit money, and report on new members as contracts are received. Margery Read read Wendy's letter to this effect. Nancy Greenier brought up the desirability of combining Secretary/Treasurer. This was discussed and agreed upon with everyone's cooperation.

4. Committee Reports

a. Bylaws - Raynna Genetti
Melda Page explained how the Bylaws committee (Page, Greenier, Genetti and Troiano) wrote the bylaws. Raynna Genetti discussed them step by step.

Article I - Passed
Article II - Purpose #2 "Patrons" will replace "Users"
#3 add "and other professional organizations and networks"
line 1: "provide coordinator and promote cooperation"

Article III: Membership
#1 discussed and passed as stands
#2 classes of membership discussed and clarified. Passed as clarified
#3 discussed membership fees. Passed as written
#4 payment dates clarified and passed as revised
#5 concern was expressed concerning librarians serving as institutional representatives to HSLIC. Passed with 2 clarifications
#6 discussed in general as to institutional policies, need for uniformity, and wishes to broaden rather than limit HSLIC's scope. The question of why belong to HSLIC was pinpointed by Melda Page, with the possibility of charging for non-members, and free ILL service to members. Passed with one grammatical change.

The meeting adjourned for a 30 minute lunch at 12:00 noon.
Article III continued:
#7 Passed.

Article IV - Officers
#1 'Chairperson' term discussed and passed as written.
#2 absence of University Representative on Board discussed. Passed as written.
#3 length of term passed as written. Raynna Genetti moved, seconded by Wendy Troiano, that each person, other than the chairperson, be elected for one year, and that this ruling supersede all previous ruling. The motion passed.
#4 clarified and passed

Article V - Duties of Officers
#1 passed as written
#2 passed as written
#3 passed with clarification of lettering
#4 clarification of budget (i.e.) allows executive board to legally disperse money between general membership meetings (education, travel) - based on past record. Passed as written.
#5 Margery Read asked that director be able to direct area representative. Melda Page thought could be done through Board. Passed as written.

Article VI - Meetings
#1 passed as written
#2 passed as written
#3 passed as clarified
#4 passed as written

Article VII - Executive Board
Sections 2 & 3 discussed. The article was passed as written.

Article VIII - Committees
Discussion centered around the establishment of committees in order to make HSLIC more responsible for its own actions. Passed as written.

Articles IX & X - passed as written.

Melda Page called for additions to Bylaws:

1) Gertrude Weir questioned references to director regarding possibility of not having one; need improved wording
2) she also mentioned associate membership
3) Raynna Genetti said we should designate fiscal year for budgetary purposes.
4) Margery Read mentioned memberships regarding fiscal year.
5) Melda Page brought up question of admitting members.
6) Eleanor Cairns suggested Margery Read have area representative contact those members not paid for this year.
7) Melda Page one more bylaws committee meeting

4.

b. Melda Page reported on the director's description and evaluation; the committee did not meet. Margery drafted her description of her duties.
5. Old Business

Margery Read reported on planned workshops. The cataloging workshop will be rescheduled. No more big programs scheduled for now. Will list other program subjects for board to go over. Priscilla Platt asked that these be described when Margery Read presents list. Eleanor Cairns requested a workshop on circulation procedures.

Margery announced August 12 (tentatively) as date for AV workshop for libraries and in-service at VAC.* Other possibilities: the copyright law, medicine for the layman. Discussion for sponsoring a library management course from Simmons and a free representative from the Copyright Office to discuss the new copyright law.

* Since then this has been cancelled. See Newsletter for update.

5.

a. (given earlier) The report on the functions and accomplishments of the HSDI evaluation team was given by Gerard Barber and Margery Read. The information is being broken down into types of membership and librarians' background, with a preliminary geographical breakdown.

Funding sources were discussed. HSLIC's contract for 1 year was $7000. We have renewed services for one half year at $3500. Melda Page questioned payment for sporadic services. Billing will be worked out in accordance with HSLIC's needs - around $100 per day. Margery Read stressed need of data for funding grant proposals.

6. New Business


b) Melda Page asked that Margery Read's goals and objectives be reviewed for the next meeting.

c) Margery Read reported the grant budget to be in good shape. She passed out "expenses as of June 30, 1977", which states that $8036 of grant funds has been spent.

d) Melda Page established a Task Force for Monitoring Evaluation Forms; it will be chaired by Julie Tallman and will include Priscilla Platt and Bonnie Scougall. The next meeting was set as a deadline.

e) Melda established a Task Force for Project Satisfaction: Cora Damon will chair it with Gabriel Kirkpatrick and Mary Wannersee.

f) Report from the director - Margery Read reported her attendance at meetings and her aim to find alternate funding beyond NLM. She also reported on sharing projects. Eleanor Cairns felt that medical libraries should not draw on state funds.

Melda Page appointed 2 more committees: Marilyn Dean will chair a pamphlet committee with Nancy Greenier and Cathy Smith.

Eleanor Cairns will chair a "future funding for HSLIC" committee with Raynna Genetti and Jean Doty. Margery Read may act in advisory capacity to this.
g) Travel funds for board members.
Nancy Greenier moved and Julie Tallman seconded travel funds for board
members who have to fly to Executive Board meetings. The money is to come
out of the grant funds. The motion passed.

h) Fall meeting - Melda Page established a date and program committee. Margery
Read will chair it, with Gertrude Weir and Cora Damon.

Raynna Genetti reported on NERMLS Task Force. She will report on the meeting in
the HSLIC Newsletter.

Eleanor Cairns reported on New England Library Association meetings versus North
Atlantic Library Association.

Melda stressed that Raynna was reporting on a group she was chosen to represent
for Northern New England. Raynna suggested that it is HSLIC's tie to NERMLS.

Melda stated this will be on the agenda for next time.

HSLIC section of MLA - Cora Damon appointed to report on this for next meeting.

Union lists of books - Jean Doty and Anne McKay appointed to look into this.

At 3:15 Nancy Greenier moved and Priscilla Platt seconded adjournment. The motion
passed.

Respectfully submitted,

Wendy Troiano
HSLIC Secretary/Treasurer

WT/mb