AGENDA

HSLIC EXECUTIVE BOARD MEETING

Wednesday, February 1, 1978
10:00 a.m.
Maine Hospital Association
151 Capitol Street
Augusta, Maine 04330

BRING YOUR LUNCH & BE PREPARED TO STAY UNTIL 3 P.M.

1. Secretary's Report - Troiano

2. Treasurer's Report - Troiano

3. Committee Reports:
   a. Continuing Education - Kirkpatrick*
      Please review committee report attached for discussion with Gabriel
   b. Library Education - Platt
   c. Maine Library Association/Special Libraries Group - Damon*
      Be thinking of names and addresses of special libraries in Maine to
give to Cora
   d. Spring Meeting - Weir
   e. NEHA Exhibit - Ricker
   f. Interconsortial Cooperation - Genetti
   g. Other

4. Old Business:
   a. Contract and Membership - Troiano and Read
   b. Bylaws - Genetti
   c. Director's Report - Read
      1. Handouts* Review handout package that Margery distributed at the
         last meeting and prepare your comments for discussion.
      2. Workshops
      3. Contracts
      4. State Health Science Library Proposal
      5. Other

5. New Business:
   a. Statement on Library Services - Read*
   b. JCAH Standards & please read attached for discussion
   c. Nominating Committee
   d. Region V Representative
   e. Director's Evaluation* We must evaluate Margery before March. Please
go over attached self-evaluation carefully for discussion.
   f. Other

**NOTE In case of inclement weather call Margery at MHA (622-4794) to
confirm the meeting; if it is cancelled due to weather, it will be held
on Friday, February 3, 1978 at 10 a.m.
February 16, 1978

HSLIC EXECUTIVE BOARD MEETING MINUTES
February 1, 1978

A regular meeting of the HSLIC Executive Committee was held February 1, 1978 at the Maine Hospital Association.

Present: Raynna Genetti, Pat Butler, Cora Damon, Wendy Troiano, Nancy Greenier, Margery Read

Absent: Priscilla Platt, Rose Ricker, Eleanor Cairns

I. Secretary's Report - Wendy Troiano

The minutes were accepted as amended.

II. Treasurer's Report - Wendy Troiano

There is $2309.85 in the treasury. $900 is 1978 dues; we have 28 paid members.

The billing problem from Mid-Maine Medical Center was mentioned.

Margery Read said we will lose some HSLIC members.

The HSLIC grant budget is now on computer printout via MHA. There is $10,156 left over as of December 1977. Third year funding for the HSLIC grant looks good, but Peter Clepper hasn't said for sure.

Mailing procedure for contracts - Raynna suggested enclosing envelopes.

III. Committee Reports

a) Continuing Education - Kirkpatrick, Read

Gabriel could not attend. Margery announced Cathy Smith will give the Reference Inservice to the northern regions.

b) Library Education - Priscilla Platt

Priscilla couldn't attend. Our letter was sent to Gary Nichols, Maine State Librarian.

c) Maine Library Association/Special Libraries Group - Cora Damon

Our meeting time and date (within May 11-13) will be set up Monday, Feb. 6.

d) Spring Meeting - Gertrude Weir

Luncheon location discussed (Bar Harbor) "Mast and Rudder" will be explored.
e) NEHA Exhibit - Rose Ricker

Discussed in Rose's absence. We decided we did not wish to pay in order to enter the NEHA exhibit. Rose's poster will be displayed May 3 and 4th at educational training for Long Term Care Service - Augusta Civic Center.

f) Interconsortial Cooperation - Raynna Genetti

Most other New England consortias are not in a solid enough position, nor do they see the need to consolidate consortia at this time.

Margery Read said Jackie Bastille will represent New England Hospital Libraries to the MLA. There is a possibility of federal funding for a New England Union List of Serials.

IV. Old Business

a) Contract and membership - Wendy Troiano and Margery Read
Discussed under Treasurer's Report on page 1

b) Bylaws - Raynna Genetti
Will be presented as they now stand for acceptance at spring meeting

c) Director's Report - Margery Read
1) Handouts (suggested minimum guidelines, etc.) from last meeting were reviewed. Margery will prepare an information file for this material.

2) Workshops
March 7th - a meeting on health information for laymen in order to prepare a big program.

3) Binding contract - no takers from binding companies

4) State Health Science Library Proposal - third draft distributed

V. New Business

a) "Statement on Library Services Available to Maine physicians, Nurses and other Health Professionals Through the Health Science Library & Information Cooperative" was discussed in relation to who is willing to advertise what services on a regional basis (literature searches, medline terminal charges and referrals).

b) JCAH Standards
Discussed in terms of using a librarian consultant where no professionally qualified librarian exists. Perhaps we could use the HSLIC Director in cooperation with the Regional Representative. The importance of a helpful attitude, rather than a hard line approach was stressed. It was thought best to discuss the situation with the person in charge of library services before approaching anyone else. Each situation is a separate one.

c) Nominating Committee

Marilyn Dean's (Region V Rep.) resignation from the Board was circulated and accepted with regret. She is forced to cut down on her workload for the time being. Raynna asked for a volunteer to fill Marilyn's place on the Nominating Committee. Margery Read asked Cora Damon to be on the committee. Cora accepted
to sit along with Claire Bradshaw and Pat Butler. Raynna suggested the slate be taken care of as soon as possible.

d) Region V Representative -
To replace Marilyn Dean. Barbara Hunter, Cary Memorial Hospital (Caribou) will be approached.

Interlibrary loan channels, statistics, and titles were discussed.

e) Director's Evaluation

Margery's "Narrative Evaluation" of her work was discussed, followed by the rating scale. There was considerable discussion on many points. Raynna will write up the comments and discuss them with Grant Heggie, MHA.

The meeting adjourned at 2:30.

Next meeting: March 1, 1978.

Respectfully submitted,

Wendy Troiano
Secretary/Treasurer HSLIC

WT/mb