AGENDA

HSLIC EXECUTIVE BOARD MEETING

Wednesday, April 5, 1978
10:30 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. Maine Library Association/Special Libraries Group - Damon
   b. Spring Meeting - Weir
   c. Storage & Retention - Damon
   d. HSLIC Project Evaluation - Damon
   e. Nominating Committee - Butler
   f. Other
4. Old Business:
   a. Union List
   b. Journal Analysis
   c. Grant Applications
   d. HSLIC Grant Funds
   e. Director's Report
      1. Maine Library Association Workshop
      2. Maine Hospital Association Workshop
      3. Other Workshops
      4. State Health Science Library
      5. HSLIC Statement of Services Sheet
      6. Other
   f. Other
5. New Business:
   a. Goal Attainment Scaling
   b. Group Dynamics
   c. 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 Thursday, April 6, 1978 at 10:30 a.m.

Also note meeting time change to 10:30 a.m.
HSLIC EXECUTIVE BOARD
April 5, 1978

A regular HSLIC Executive Committee meeting was held April 5, 1978 from 10:30 a.m. to 2:30 p.m. at the Maine Hospital Association.

Present: Nancy Greenier, Margery Read, Gertrude Weir, Raynna Genetti, Pat Butler, Eleanor Cairns, Cora Damon, Rose Ricker, Wendy Troiano

Absent: Priscilla Platt

I. Secretary's Report - Wendy Troiano

The minutes were accepted as written. A letter of thanks was sent to Marilyn Dean.

II. Treasurer's Report - Wendy Troiano

The amount in the treasury is $2637.59. Of this, $1295 is composed of 1978 membership dues. Wendy distributed the 1977 membership list with the 1978 members indicated on it. She also distributed the lists of members who have not yet paid to the appropriate regional representatives. Those institutions who have not yet paid will get a notice with their newsletter. "This is your last issue if you have not paid your 1978 dues".

III. Committee Reports

a. Maine Library Association/Special Libraries Group - Cora Damon

No meeting time has been designated for HSLIC at the Maine Library Association Workshops May 11, 12, 13. We will later discuss whether to join MeLA as a group or start a Maine Chapter of the Special Libraries Association.

b. Spring Meeting - Gertrude Weir

Peggy Weir has designed a flier for the meeting. The business meeting will begin at 10:00. The buffet luncheon (12:30) will be held at the Mast & Rudder, Northeast Harbor; the cost: $5.50 including gratuity. The film will be shown at 2:30. Payment of Dr. Strong was decided at 15¢ per mile plus an honorarium of $100. Wendy will have checks for this and lunches ready.
c. Storage and Retention – Cora Damon
   Cora distributed poll sheets; they were judged well done.

d. HSLIC Project Evaluation – Cora Damon
   On committee with Cora: Mary Wanderssee, Gabriel Kirkpatrick. Cora distributed a questionnaire for evaluation of the HSLIC grant.

e. Nominating Committee – Pat Butler
   Pat distributed the committee's slate. They will solicit additional nominees in writing, and the ballots will go out about May 1. Officers will be announced at the Spring meeting.

IV. Old Business

a. Union List – Margery is trying to contact Charlie Campo concerning permission from involved libraries for reprinting the Maine Union List of Serials. She also was told the expense of reprinting the entire U.L.S. update would be great. The New England Union List of Serials may be produced on microfiche. There is also a problem with including Harvard. None of this will change our basic interlibrary loan structure.

   It was decided that HSLIC will take the stand that we want all hospital libraries included in the New England U.L.S. and that we want it available in print form. They might also list the smallest library first.

   We will follow up on trying to produce an entire new edition of the Maine Union List of Serials. Margery will get the price range. It might possibly be subsidized by HSLIC.

b. Journal Analysis – Raynna Genetti
   Interlibrary loans from Countway are being updated. It was also mentioned that Togus may be picking up more journals, as they are getting a lot of microform. Raynna will chair a meeting of the polled libraries concerning their ILL structure.

c. Grant Applications
   Decisions on grants that went in after March 1, 1978 will not be made until October. The group was divided on the issue of Margery expressing her opinion on possible grants to Peter Clepper, NLM. Some felt Margery should decline to give her opinion, or should support all HSLIC members' grants, as she works for HSLIC. Others felt Margery should be allowed to give her professional opinion on which grants were well done, which were not. Margery felt she was in a difficult position, as her salary is NLM grant supported. She also wanted to be able to express her opinion when asked. After lengthy discussion it was agreed Margery would continue to express her
opinion, when asked, on grants, but her role in this matter should be made clear to the membership.

d. HSLIC Grant Funds

Our grant funding may end November 30, 1978. Margery has requested funding to July, 1979. Alternatives are funding from the MHA for the Director's position and/or setting up an official consulting service to prepare for JCAH visits with a charge for the Director's services.

e. Director's Report - Margery Read

1) State Health Science Library - Margery named the people she is corresponding with.

2) Maine Library Association - Our workshop on budgeting is scheduled to conflict with the second half of the major speaker's talk on library promotion. We also have to pay for the whole thing, rather than half, as previously agreed. It was decided to reschedule the budget workshop.

3) Other Workshops - a workshop on patient education will be held in Keene, New Hampshire at the end of April with Sandra Clevesy, an enthusiastic librarian.

   Maine Hospital Association Workshop - our program will be conducted by Nancy Farrell, a teacher, on Management and Women, June 19, p.m., Treadway.

   A patient education workshop in Maine is being planned.

4) HSLIC Statement of Services Sheet - Margery sent the wrong one with March's Newsletter. The corrected one will be sent again.

V. New Business

a. Goal Attainment Scaling - evaluation for the HSLIC grant - tabled

b. Group Dynamics - consider for future discussion whether to have group dynamics education for HSLIC. Margery distributed a questionnaire for board members to fill out concerning the Executive Board's group processed (who participates in discussions and how etc.). She will tabulate the results.

The meeting adjourned at 2:30 P.M.

Respectfully submitted,

Wendy E. Troiano
Secretary/Treasurer HSLIC

WET/mb