AGENDA
HSLIC EXECUTIVE BOARD MEETING

Tuesday, October 10, 1978
10:30 a.m.

Lobby Conference Room
Augusta General Hospital
Augusta, Maine 04330

1. Introduction - Raynna Bowly Genetti

2. Secretary's Report - Evelyn Greenlaw

3. Treasurer's Report -

4. Committee Reports:
   a. HSLIC Project Evaluation - Cora Damon
   b. Storage and Retention - Cora Damon
   c. Scholarship - Nancy Greenier
   d. Program
   e. Resource Sharing
   f. Other

5. Old Business:
   a. Maine Hospital Association Role
   b. Honorary Affiliates
   c. Director's Evaluation - Review materials from last month's agenda
      and be prepared to complete Director's six month evaluation.
   d. Other

6. New Business:
   a. Special Project Report - Raynna Bowly Genetti
   b. White House Conference on Library and Information Services -
      Polly Polstein

WE WILL BE EATING IN THE HOSPITAL CAFETERIA.

PLAN TO STAY UNTIL 3:30 P.M.

RBC/spd
HSLIC EXECUTIVE BOARD

10 October 1978

A regular HSLIC Executive Board meeting was held 10 October 1978 at Augusta General Hospital in Augusta.

Members present: Raynna Genetti, Cora Damon, Gabriel Kirkpatrick, Marilyn Dean, Margaret Speirs, Evelyn Greenlaw, Margery Read, Maryanne Spindler.

Members absent: Eleanor Cairns, Gertrude Weir, and Cindy Barbetta.

I - Ms. Genetti opened the meeting at 10:30 a.m.

II - The Treasurer's report was given, indicating a balance of $2834.

III - Director's Report:

(a) Mrs. Read announced that a patient education workshop would be held on October 27, at Mid-Maine Medical Center, Waterville.

(b) The AV Union list data entry forms must be in by the end of September.

(c) An AV cataloguing workshop will be held on November 15, from 1-5 p.m. at the Maine Hospital Association.

(d) There will be a telelecture course offered in November. This will be an elementary course, with no fee except for the Workbook. Focus will be on the development of a Policy and Procedure manual.

(e) NLM has given Aroostock County a grant, approved but not funded.

(f) There is a new Interlibrary Loan policy from Countway. It still needs to go to the New England Regional Medical Library Advisory Council (NERMLAC), so the policy has not yet been finalized. The new policy emphasizes the maximum use of state union lists, as well as the concept of self-sufficiency. Interlibrary loans may be exchanged among New England libraries, with ILLs outside the New England region funded. There will probably be three designated resource providers of ILLS, which will have a set fee for photocopies and mailings. Stamps will be issued. Ms. Genetti spoke about NLM's pilot project of using New England union lists to restructure SERLINE. Maine may not be included - but if our New England Union List is done, they may use it.

IV - Maryanne Spindler was introduced as the new Treasurer for HSLIC.

Mary Anne
V. COMMITTEE REPORTS:

(a) HSLIC Project Evaluation

Ms. Damon has finished the tabulation of the surveys. The preliminary breakdown is into three responses: negative, positive, and no-response. The two areas of prime concern to the members appear to be the criteria for membership, and educational programs. There were 25 survey responses, and five to ten additional letters.

(b) Storage and Retention:

Ms. Damon has written the letter to Dr. MacCampbell of UMO, which expresses our interest in a storage and retention plant to be located at UMO. A second letter to Dr. MacCampbell asks for time frames, as well as what would happen if he retired, or if UMO decided to discard Health Science periodicals. Each member library will probably have to sign a formal contract with UMO.

(c) Program Committee

Mrs. Read said that she plans to do a paper on guidelines for binding, to include moving, boxing, and suggestions (questions to ask, etc.). She suggested that this would be a good topic for a regional workshop, and that banders be invited to speak after the workshop. Ms. Damon asked that the members be polled first to determine needs - would they prefer a statewide or regional workshop?

Mary Wandersee has accepted the position of Program Committee chairperson, and has prepared a program on Talimaine for the October 11, 1978 meeting.

(d) Scholarship

Nancy Greenier forwarded the application and recommendations for scholarship applicants that her committee has proposed. Questions raised by the Executive Board were as follows:

1) Hotel expenses - to be paid by the scholarship?
2) Ceiling on costs?
3) Advance funds? Or reimbursement?
4) Other courses, not directly related to Health Science Librarianship, to be covered?
5) What constitutes an educational program?

Ms. Genetti suggested that all constraints be placed in writing - eligibility requirements, etc. The Executive Board decided that the proposed recommendations should specify what receipts are needed, and be flexible enough to cover all situations. It was also decided that a study be made of what all institutions are paying for education and travel.

The question was also raised that HSLIC add an addendum to the BYLAWS that makes the Scholarship Committee a Standing Committee. A Standing Committee can be dissolved at any time, when necessary. The proposal was made to accept parts I, IV, V, and VI of the guidelines, with additional guidelines to be made to parts II and III. Accepted.

(e) Resource Sharing Committee

To meet with Mrs. Read to discuss disbursement of remaining NERMLS stamps.
(f) Other

Mrs. Read asked that a committee be formed to help organize committees for the 1979 NAHSL meeting. The committees needed to plan for are Program, Registration, Meals, and Hotels. A further discussion will follow on October 11.

V OLD BUSINESS:

(a) Future Fundings

Ms Damon, Melda Page, Mrs. Read, and Ms Genetti met with Grant Heggs of the Maine Hospital Association earlier this morning (October 10). The letter from Peter Clepper committing NLM money ($10,000) has now been received. MHA has budgetted $20,000 to Mrs. Read to start in July 1979. There was a discussion on HSLIC Director status vs. MHA staff person status. Also, Mr. Heggs has made the suggestion that HSLIC may want to be a sub-group of the MHA ($100 fee/year), and had asked what HSLIC's future plans included. Ms. Genetti emphasized that everyone must attend the October 11 meeting, and plan to make a decision.

VI NEW BUSINESS:

(a) Membership

Ms Genetti nominated Joan Staats of Jackson Lab for honorary membership, citing her past assistance while not a HSLIC member. This will be voted on at the October 11 meeting.

(b) NERMLS Task Force Advisory Council

Ms Genetti spoke on the NERMLS Task Force eligibility list: she has received three names, and the decision was made to vote on the names at the October 11 meeting. In passing, Ms Genetti said that in Massachusetts the medical library group will send the chairperson and one appointed person; in Rhode Island, the vice-chairperson; in New Hampshire, voting will be held in November; and there is no word yet on Connecticut's plans.

(c) Special Project Report

Ms. Genetti spoke on her grant proposal for the traveling Medline service to smaller, rural hospitals. This is a special project of the Gerrish-True Health Sciences Library, and not one of HSLIC.

VII DIRECTOR'S EVALUATION:

Discussion ensued.

The meeting was adjourned at 4:20 p.m.

There was a special speaker during the early afternoon. Ms. Polly Polstein, a Maine State coordinator of the White House Conference on Libraries, passed out brochures, and spoke on the need for citizen input in the future plans of libraries. Regional meetings will be held throughout the state, and delegates will be chosen to attend the Maine conference, then 7 chosen to attend the White House Conference. Any resident of Maine is eligible.
The next Executive Board meeting will be held on Tuesday, 14 November 1978 at Maine Medical Center in Portland, beginning at 10:30 a.m.

SIGNED: 

Secretary