AGENDA
HSLIC EXECUTIVE BOARD MEETING

Tuesday, December 5, 1978
10:00 a.m.

Board Room
St. Mary's General Hospital
Leviston, Maine 04240

1. Secretary's Report - Evelyn Greenlaw
2. Treasurer's Report - Maryann Spindler
3. Committee Reports:
   a. HSLIC Project Evaluation - Cora Damon
   b. Storage and Retention - Cora Damon
   c. Scholarship - Nancy Greenier
   d. Interconsitirtial Cooperation Committee - Rayna Bowlby Genetti
   e. NAHSL Planning Committee
   f. Program - Mary Wandersee
   g. Resource Sharing - Lucy Butler
   h. Other
4. Old Business:
   a. NERMLS Advisory Council
   b. Director's Evaluation - see attached
   c. Other
5. New Business:
   a. Telelecture Bibliographies
   b. Membership Agreements and Dues
   c. Maine Group Inter-Library Loan Analysis
   d. Other
6. Director's Report

WE WILL BE EATING IN THE HOSPITAL CAFETERIA.

PLAN TO STAY UNTIL 2:00 P.M.

RBG/spd
A regular HSLIC Executive Board meeting was held December 5, 1978, at St. Mary's General Hospital in Lewiston.

Members Present: Margaret Speirs, Cindy Barbetta, Mary Anne Spindler, Margery Read, Evelyn Greenlaw, Gertrude Weir, Cora Damon

Members Absent: Gabrielle Kirkpatrick, Nancy Greenier, Lucy Butler, Marilyn Dean, Eleanor Cairns, Mary Wandersee

Gertrude Weir opened the meeting at 10:30 A.M., following the announcement of Ms. Genetti's resignation from the Executive Board.

I. The Secretary's reports were read, and changes were made in the October 10, 1978, minutes: "NLM has approved a grant for Aroostook County, but not funded it". III (c).

II. The Treasurer's report was read, indicating a balance of $2,881.79, excluding November's interest.

III. Committee Reports

a. HSLIC Project Evaluation

Cora Damon explained the ranking procedure. She said that HSLIC will have to address those evaluations that were of the highest priority but were rated lowest in success. She said that we should begin to act on the areas identified - the membership has acted, and now the Board must work.

b. Storage and Retention

Cora Damon said there are no further developments. She is awaiting reply from Dr. McCampbell. Mrs. Read asked for a paragraph in the newsletter about the storage and retention plan - Cora Damon will write it.

c. Scholarship

The requirements have been expanded to explain who can apply for and receive financial assistance. A copy will be made available in the newsletter.
d. Interconsortial Cooperation Committee

Ms. Greenlaw read Ms. Genetti's notes: "The four MEDLINE Center libraries have been contacted to see if they would serve as regional ILL centers, to hold Union Lists, and keep regional statistics". "Letters have been sent to all institutions in the directory section of the Maine Union List of Health Science Serials requesting updated directory information and willingness to participate in interconsortial ILL, and current charge".

Mrs. Read asked if Ms. Genetti wished to have the newsletter sent to out-of-state libraries. She will clarify this point, and report to the Board.

Mrs. Read will ask Charlie Campo of UMO for costs of updating the Union List. "It will be necessary to update our holdings through our newsletter". "The Vermont groups are ready... I would like the Board to endorse a January 1st starting date..."

e. NAHSL Planning Committee

The NAHSL conference will be held on September 16-19, 1979, (Sunday - Wednesday), at Sebasco Estates in Bath. Mrs. Read will meet with Arlee May to discuss publicizing the date. The Committees have been tentatively discussed, and all chairpersons will be from Maine.

f. Program

Cindy Barbetta said there will be a meeting Friday in Augusta.

g. Resource Sharing

Mrs. Read explained how the procedure works for ILL stamps: there are 100 stamps a month - first come, first served - in lots of 10 each... good through June.

IV. Old Business

a. NERMLS Advisory Council

Ms. Greenlaw read Ms. Genetti's notes: "Eleanor Cairns, Joan Staats, Melda Page, and myself attended the first meeting on November 10. Minutes are forthcoming in next NERMLS News, and Melda highlighted some items in the last HSLIC newsletter".
b. Director's Evaluation

The evaluation was postponed to January, and Mrs. Read raised some questions (dress, appearance, punctuality, etc.).

IV. New Business

a. Telelecture Bibliographies

Mrs. Read said that she has spoken with the head of the Telelecture courses, Mary Anne Rost. Problems were aired, and alternatives posed. Result: only those people who want/need the telelecture bibliographies will get them - by writing to Mary Anne Ross. Margery Read will put a memo in the newsletter.

b. Membership Agreements and Dues

Membership agreements should be sent to one place, but since no copy of the 1978 agreement was readily available, it was suggested that the Board postpone discussion.

Gertrude Weir asked that there be an announcement in the newsletter asking for more support from the small non-hospital libraries. Dues not paid by March mean that the library will be dropped from HSLIC's roster. Dues may be raised because of the increased cost of the Union List. On the agreement, there will be a place to list all library employees.

c. ILL Analysis

Ms. Greenlaw read Ms. Genetti's notes: "I have agreed to do a second group ILL analysis with seven libraries that participated last year. Data is being submitted to me in December, and I hope to have my end completed in January or February." Mrs. Read said that she would like to do an analysis of Maine's ILLs this winter, specifying places not titles.

VI. Director's Report

1. The AV list is at the keypunchers.

2. The Serials list will have to be proofread.

3. The Medical Librarianship Telelecture course has 24 people.

4. Re: Budgeting Workshop. Mrs. Read suggested this be a telelecture course in February.

5. Margaret Speirs will check in Northern Maine for interest regarding a regional educational meeting.
6. Mrs. Read will check with Gabriele Kirkpatrick and Eleanor Cairns for interest in their regions for educational programs.

VII. Other Business

a. Gertrude Weir is now Acting Chairperson.

b. Cindy Barbetta will be new Vice-Chairperson.

c. The format of the Director's evaluation may/could be changed, to expand the goals, and drop-off "appearance", etc.

d. Monthly executive meetings may not be held. At each meeting we will decide when next to meet. There will be a January meeting... location to be decided.

The meeting adjourned at approximately 4:00 P.M.

Respectfully submitted,

Evelyn A. Greenlaw
Secretary