Executive Board Meeting
Tuesday, July 8, 1980
10:00 A.M. - 2:00 P.M.
Pen Bay Medical Center, Rockland, Maine

I. Call to Order
   E. Greenlaw

II. Announcements
    E. Greenlaw

III. Secretary's Report
     N. Grenier

IV. Treasurer's Report
     D. LaMontagne

V. Old Business
   a. Resource Sharing Committee - need to notify sources of "unique" holdings, based to G. Weir's lists; also, NERMLAC ILL statistics due.
   
   b. Retirement party for E. Cairns - luncheon date what Tuesday in late July?

VI. New Business
   a. Education Committee - appoint new chairperson
   b. Program Committee - appoint new chairperson
   c. Resource Sharing Committee - appoint members
   d. Scholarship Committee - appoint chairperson
   e. Goals & Objectives for 1980 - set priorities:
      1. need 1 statewide program } by October
          2 regional programs
      2. need to explore other sharing ideas by October
      3. need goals and objectives for 1981, 1982, and 1983 by October
      4. need to determine ways of monitoring and enforcing membership criteria, and viable alternatives to membership by October
f. NERMLAC Regional Planning Committee - need to appoint replacement for G. Kirkpatrick.

NOTE:

1. Due to the fact that the Executive Board has scheduled only four meetings before the annual meeting in October, much work will need to be done outside the Executive Board meetings. In addition, written reports will be due in writing for each Board meeting, with sufficient copies for all members, to eliminate any delay. In case of absence, reports must be turned in by another member of the committee.

2. Lunch will not be provided. Bring a bag lunch or join some of us at Lincolnville for lunch after the meeting.

II. Other Business

1. Memo from Alice May
The HSLIC executive board held its regular monthly meeting on July 8, 1980, at Penobscot Bay Medical Center.

MEMBERS PRESENT: Evelyn Greenlaw, Chairperson, Wendy Troiano, Cora Damon, Don LaMontagne, Cindy Williams, Ann McKay, Mary Ann Spindler, Shelia Johnson, and Nancy Greenier.

ABSENT: Don Borstch

PREVIOUS MINUTES: Since the minutes of the previous meeting had not been received from the preceding secretary, no report was read.

TREASURER’S REPORT: The current balance is $4437.75. Accepted.

ANNUAL FALL MEETING: Jean Doty has extended to HSLIC an invitation to hold its annual fall meeting at Eastern Maine Medical Center. A tentative date of Friday, September 26, 1980, was set by the board, and this date will be discussed with Jean.

NERMLAC REPRESENTATIVES: The board members agreed that the Maine members of NERMLAC should be considered officers of HSLIC, and should be members of the executive board. Adding these members to the board would involve a change in the by-laws, and that, in turn, could be done only by unanimous vote of the entire membership. Therefore, it was agreed that said topic will be on the agenda of the annual fall meeting. Nancy Greenier will compose a proposed re-wording of the by-laws, to be brought up at said meeting.

NERMLAC MEMBERS

NERMLS STATISTICS SHEETS: NERMLS has sent out to many Maine hospital libraries, forms which request the librarian to tally its ILL activity. The ensuing discussion of this matter brought forth the discovery that many librarians have not received this form, and, therefore, have not complied with its request. Cindy Williams requested that the area representatives send to her all of the completed forms available from their respective areas.

NERMLS STATISTICS

APPOINTMENTS: Evelyn Greenlaw stated that when members joined HSLIC, they filled out a form stating which duties they preferred to perform. We should all keep this fact in mind when appointing members to committees. If any one would like to know of prospective members for their committees, contact Evelyn Greenlaw, as she has made a list from the membership contracts.

The following committee chairpersons were appointed:

- EDUCATION: Ann McKay
- PROGRAM: Wendy Troiano
- RESOURCE SHARING: Cindy Williams
- SCHOLARSHIP: Gabriel Kirkpatrick
- GOALS WRITING COMMITTEE: Evelyn Greenlaw, with Mary Ann and Cora

Evelyn requests that all HSLIC committee chairpersons present written reports to the executive board.
RESOURCE SHARING: Many ideas were exchanged on various ways that the members of HSLIC can better share resources among themselves. After much discussion, it was agreed that the following requests will be made of the general membership, via the newsletter:

a.) If any individual librarians are buying their own copies of any serials listings (other than MULS), please have this information published in HSLIC NEWSLETTER.

b.) If you receive an ILL request from a HSLIC member, which you cannot fill, please check MULS to see if the request can be filled in another non-charging library. If if can, please refer the request along to same.

c.) When discarding any journal collection, please notify an appropriate HSLIC member, so that every effort can be made to shelve the collection at another institution. THIS REQUEST IS PARTICULARLY IMPORTANT REGARDING COLLECTIONS WHICH ARE OLD OR UNIQUE!

d.) Please publish your WANTS as well as your DUPLICATES, because other members may be discarding miscellaneous duplicate issues which would fill your needs.

MEMBERSHIP CRITERIA: It was generally noted and agreed that HSLIC is continuing to have its perennial problem of members joining, and then not contributing. In an effort to get at the root of the problem, two suggestions were made:

a.) All committee chairpersons should make an effort to keep attuned to which members have contributed little or no time or work to HSLIC. These are the members who should be approached when help is needed.

b.) When new contracts come due next fall, area representatives will personally contact those members who have been non-participating.

ANNOUNCEMENTS: — Evelyn announced that Don Bertsch has agreed to serve on NERMLAC's ad hoc committee on Regional Planning. Gabriel Kirkpatrick formerly served, and found it necessary to resign. Don's promise to serve is conditional—depending upon time and expense involved.

— Cindy Williams announced that, effective July 25th, all ILLS will be suspended at Bath Memorial Hospital until further notice. Cindy has resigned her position at Bath effective that date. This does not cause any change at Regional.

— Evelyn Greenlaw informed the board that she will be on a three-month leave of absence from her library, but that she will continue her executive board activities without interruption.

— The executive board voted to appoint Ann McKay, Chairman of the Education Committee, to attend a workshop in Boston next fall entitled Implementing Educational Programs For Health Science Librarians.
NELA REPRESENTATIVE: Evelyn noted that the hospital section of NELA is now requesting one director from each New England state to sit on its executive board. The board instructed Evelyn to appoint same, and voted to reimburse our appointed representative $.20 a mile for the several trips to Boston involved.

UNION LIST, COMPUTERIZED UPDATE. - Much discussion took place regarding the possibility of computerizing our union list in such a way that we could have frequent changes on print-out sheets. No action. It was agreed that, for now, the only feasible way we can update our union list is by the current method of publishing our changes in the newsletter.

NEXT MEETING: of the executive board will be held at USM on August 12, 1980.

Respectfully submitted,

Nancy Greenier,
Secretary