The HSLIC Executive board held its regular monthly meeting on November 25, 1980 at St. Mary's General Hospital, Lewiston.

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

EXCUSED: Don Bertesch

SECRETARY'S REPORT: Report of minutes of 10/14/80 accepted.

TREASURER'S REPORT: Don stated that the previous balance given at October's Executive Board meeting of $3456.44 stands corrected @ $3455.79. Balance today $4083.84. Accepted. Written report entered into secretary's notebook.

NERMLAC REPRESENTATIVES: Cindy straightened out the question - which was raised at the annual fall meeting - of the terms of our HSLIC representatives on NERMLAC:

1. Robin Rand, MMC; Joan Statts, Jackson Lab; and Melda Page, VA, Togus will serve as long as their respective libraries are RESOURCE LIBRARIES. These three NERMLAC representatives are not elected; they serve because their libraries are Resource Libraries.

2. Melda Page formerly was an ELECTED member, and her elected term was not completed when her library became a Resource Library.

3. Cindy Williams, Regional, was elected by HSLIC to complete Melda's term on ELECTED status. Cindy serves until October, 1981.

4. At its spring meeting HSLIC must elect a NERMLAC representative to replace Cindy in October.


6. Jean Doty, EMMC, has been elected to replace Raynna in January, 1981. She will serve through 1983.

MAINE UNION LIST: Cindy has invited Sam Garwood to attend HSLIC's next executive Board meeting. He is the person responsible for the Maine Union List of Serials. Cindy asks that we have our questions and concerns ready to present at that time.
1981 NERMLS STAMPS: Cindy Williams stated that the December issue of NERMLS NEWS will give us all the information regarding 1981 stamps. The colors will switch to green and white. ALL MEMBERS: WATCH FOR AND CAREFULLY READ DECEMBER ISSUE NERMLS NEWS. Cindy also reported that there may be a significant raise in loan costs coming up in 1981 or 82, so BUDGET ACCORDINGLY.

RESOURCE SHARING COMMITTEE: Cindy reported that the sub-committee on ILL Policies will contact NERMLS to see if there are any monies available to produce a manual.

HSPLIC PACKET: Cora reported that the packet will probably contain about twenty pages. It was agreed that most existing members already have most of the materials which will go into the packet, so the packets will probably be produced only for new members. Area representatives will each have a packet, and it will be his/her responsibility to duplicate a packet for any new HSPLIC member in his/her area. IT IS THE RESPONSIBILITY OF EACH HSPLIC MEMBER AT ALL TIMES TO LET HIS AREA REPRESENTATIVE KNOW OF ANY NEW LIBRARIAN IN THE AREA.

MEMBERSHIP: Since 1981 memberships are now coming in, Mary Anne will publish the membership list in the newsletter.

FUNDING ALTERNATIVE COMMITTEE: Mary Anne announced the members of this committee: Barbara Swift, Mary Wandersee, Margery Read and Janet Levesque. The first meeting will be December 15th at MCD.

NET LENDERS GROUP: Cora will wait until January before contacting Librarians to join this group. By then, we will have statistics which will show which libraries are the net lenders.

UNION MONOGRAPH CATALOG: Evelyn and Melda have had some conversations regarding a HSPLIC monograph catalog housed at Togus. However, the format and mechanics have not yet been decided.

HSPLIC ARCHIVES: Evelyn - on behalf of Gabriel - asked for suggestions for guidelines for creating our archives. The following recommendations were made:

1. The Archive Committee should contact by letter the oldest and/or founding HSPLIC members and ask for all original papers, i.e.: membership lists, minutes, contracts, committee reports etc. etc.

2. The current secretary of HSPLIC should always serve on the Archives Committee in order to insure that all appropriate materials are given to the archivist.

3. Gabriel might want to contact the archivist at USM for ideas and suggestions.

ILL STANDARDS COMMITTEE: Cindy reported that this committee has addressed the following areas of interlibrary loaning, which are in need of specific guidelines: 1.) Format; 2.) Location Selection using-ratio chart, showing which libraries lend the most; 3.) Proper procedure for inter-consortial loanings; 4.) Proper procedure for borrowing A Vs; 5.) the requirement of all HSPLIC members to provide statistics; 6.) referral protocol; 7.) speed of reply.
NELA REPRESENTATIVE: Tony Geer will remain our official representative to the Hospital Section, but she will probably be able to attend few meetings. She asks that any HSILC member who will be attending the spring meeting (at Hospital Assembly) volunteer to bring back a report. Also, Evelyn will ask Melda to keep HSILC informed.

EDUCATION COURSES:
1. Health Statistics by Cherie Haitz at St. Mary's, Lewiston, December 11th, 1:00 - 3:00

2. Basic Cataloguing by Nancy Press, March 12, 1981 at BMHC @ $10.00, 9:00 - 5:00

3. AACR II Workshop by Nancy Press, March 13, 1981 at KVHC @ $10.00, 9:00 - 5:00. MLA continuing education credits will be given for 2.) and 3.).

NERMLAC REPORT: Some items discussed at the last NERMLAC meeting, as per a written report submitted by Raynna:

1. All RMLs will be evaluated
2. Written committee reports will appear in NERMLS NEWS
3. Loan costs may go up, with no advance warning.
4. The committee discussed three more items from the Library Standards Committee.
5. Chairperson-elect: Mary Ann Witters
   Chairperson for 1981: Ann Randall

ANNOUNCEMENTS:

1. Correction from last newsletter: Waterville Osteopathic Hospital's librarian is Ellen Torrey.

2. Don Bertsch's new telephone number is 764-4178

3. Next executive board meeting is on January 13th, snow date, January 20th, at BMHI, at 10:00 AM.

Nancy D. Greenier
Executive Board Secretary