HSLIC Executive Board
Regional Memorial Hospital, Brunswick, Maine
December 1, 1981

PRESENT: Cora Damon, Bonnie Drew, Nancy Greenier, Judy Littlefield, Ann McKay, Janet Morelli, Mary Anne Spindler, Cindy Williams.

EXCUSED: Don Bertsch, Jean Doty, Evelyn Greenlaw, Ellen Johnstone.

I. Call to Order. Announcements. Mary Anne Spindler.

Announcements were made regarding the following topics:

A. Thanks to Board for successful Fall Meeting.
B. New PR brochure of Aroostook Health Information and Resource Consortium.
C. Upcoming retirement of Peggy Weir, NECOM.
D. HSLIC resolution regarding concern over reconfiguration to be presented at NERMIAC meeting 12/4/81.
E. Details of reconfiguration.

II. Secretary's Report. Ann McKay

Accepted as written.


Contracts for HSLIC membership (1982) have been mailed and are due back by April 30. Former practice had set the deadline for contracts at the time of the Spring Meeting. A recommendation for future scheduling would insure that the contracts be mailed out by November 15, with payment due by February 1. Four new hospitals were contacted this year for potential membership. A voided contract was sent out to one individual who had sought membership, along with an explanation of the nature and function of HSLIC (i.e., for institutions).

* A motion was made by Nancy Greenier to set a newsletter subscription rate of $25 for non-HSLIC members. This rate schedule would appear in each issue of the newsletter. The motion passed unanimously.

IV. Committee Reports

A. Nominating

* Mary Anne has written to Isabel Carroll (chair) and asked her to select two other members for the Nominating Committee and to report back to her by January.

B. Scholarship

* The charge has been given to Jan Morelli (chair) and her committee to develop guidelines for scholarship recipients' responsibilities (i.e., in reporting on educational functions attended and otherwise sharing knowledge gained). These are to be developed by February.

C. Resource Sharing

* Evelyn Greenlaw will be sending out statistics forms for HSLIC member libraries to record ILL transactions with other consortia. Area representatives will be asked to call the libraries in their regions to
review the progress of this record-keeping later in the year. The Board approved a recommendation to have Evelun (chair) approach the Northern New York Health Information Cooperative concerning possible interconsortial arrangements with them. This group has recently entered into a closer cooperative agreement with the NH/VT/NY group with which HSLIC already has a formal agreement.

D. Education, Archives, Program.

No report of activity since Fall Meeting.

E. Other
* All committee chairmen will be asked to write a short "job description" of their position and of the committee's activities for HSLIC records and future reference by new appointees. Mary Anne will send out a letter to the chairmen before the summary is due, which will be at the Board meeting just prior to the Spring Meeting.

* Sheila Johnson will be unable to head up the preparation of an ILL manual; Sue Jagels of EMMC will be approached.

V. Old Business

A. NELA

Don Bertsch has been asked if he would be interested in being our NELA representative. Raynna Genetti had also recommended Maryanne Greven as a possible candidate for NELA rep.

B. Net Lenders meeting. Cora Damon.

Representatives of three of the eight net lenders (i.e., lending more ILL's than they borrow) met to develop a list of borrowing statistics and to brainstorm on options to meet foreseen costs.

* A recommendation to require an in-service training session at each institution on how to do ILL's came out of the meeting. The net lenders group will meet again on February 3, and statistics will be presented at the HSLIC Spring Meeting. They wish to have a survey done (possibly by the area representatives and/or other Board members) to determine which libraries would be considered "small" and which "large" (by number of journal subscriptions). Other information to be gained in the survey would include specific hours of coverage by ILL personnel (e.g., "just Wed.-Fri.", etc.) to facilitate the best choice of ILL source.

C. NERMLAC report and reconfiguration details. Cindy Williams.

Specifics of the reconfiguration of the regional medical library network from eleven to seven regions were given, and reference was made to the November, 1981 NLM News defining this. Although the reconfiguration decision has already been made, Cindy stated plans to read the resolution expressing HSLIC's concern at the next NERMLAC meeting. Mary Anne reported on having sent copies of this to Ann Randall (NERMLAC) and Lois Ann Golaiaanni (MLA). Cindy referred to a NERMLS memo alerting libraries in the region that: 1. No more money would be available for the filling of ILL's (i.e., referrals only); and 2. all stamps in 1982 would cost $5 each (i.e., no more "first fifty stamps free" policy). As neither Jean Doty (NERMLC rep.) nor Mary Anne Spindler (alternate) would be able to attend the next NERMLAC meeting, Janet Morelli was asked to go in their stead.
Lunch Break 11:35 - 12:10

D. Goals and Objectives.

All fulfilled except 3.A., under Resource Sharing. This has been
tabled: no formal letter to other consortia is now deemed necessary.


1. Mary Anne has sent a letter to Arlee May regarding a New England
   Interconsortial Meeting.

* 2. Article V of the By-Laws (Governance) should be reviewed by Board
   members and will be on the agenda for discussion and/or revision
   at next Board meeting.

3. Central HSLIC meilbox.

* a. Augusta seemed most likely designated area, with several
   HSLIC members nearby. Mary Anne will contact Augusta area
   librarians.

b. Written contract with designated librarian would insure
   periodic mail pick-up at central box and immediate forwarding
   of contents.

F. Other.

1. Contact with Sam Garwood - letter from Mary Anne, no response as
   of this meeting. (Later contact produced several options for union
   list publication, presented to the Board via memo; copy in Secretary's
   notebook).

2. Report of survey on educational background, qualifications, and
   interests of HSLIC members. Cindy Williams.

* Excellent survey response (50); report will follow in an upcoming
  HSLIC newsletter. Copy of survey in Secretary's notebook.

   The current two-arrow logo proved to be technically difficult to
   reproduce at KVVII; therefore, a state-of-Maine logo will be used.
   Recommendations for changes in color, spacing, and lettering were
   made; these can be initiated after the first 1,000 (free) copies
   have been used up.

   A letter of inquiry concerning the location of the 1984 NAHSL
   meeting has been sent to the health science librarian at Dalhousie
   University.

VI. New Business.

A. Legislative action. Mary Anne Spindler.
The recommendation was made to establish a telephone "pyramid" for
rapid communication of needed contact of Maine health science librarians
with their Congressional delegation (and others in positions of political
power) at crucial times of legislative action. Each Board member would
have a list of names of HSLIC librarians whom they would call at times
when written support of, or reaction to, a particular bill or resolution
was deemed necessary. "Mary Anne will draw up these lists and will write
a brief article for the newsletter describing the program and offering
guidelines on medical librarians' roles in legislative action. Discussion
ensued regarding the preparation of a form letter which could be distributed
by librarians to influential people in their hospitals (e.g., Library
Committee members, physicians, heads of various services, etc.) to write to their Congressmen about key medical library issues.

B. Other
Members were alerted to the fact that the new MLA hospital standards are quantitative and specific in nature.

C. Future meetings
Janet Morelli suggested the Osteopathic Hospital of Maine (Portland) as a site for the Spring Meeting. She also offered the facility as a location for the next Board meeting. Latest date for this meeting (corrected since 12/1/81): Tuesday, January 19, 1982, with snow date of 1/26/82.

Respectfully submitted,

Ann McKay
HSLIC Secretary