1. Secretary's Report (attached) - K. Hunt
2. Treasurer's Report - J. Littlefield
3. Committee Reports
   a. Program - S. Jagels
   b. Resource Sharing - C. Sheldon
   c. Education - M. Toner
   d. Scholarship - A. McKay
   e. Archives - G. Kirkpatrick
   f. PR - M. Greven
   g. Automation - D. Warner
   h. Ad hoc Membership - J. Morelli
4. Area Representatives
   a. Region I: D. Warner
   b. Region II: M. Fournier
   c. Region III: C. Damon
   d. Region IV: C. Lavin
   e. Region V: D. Thibodeau
5. Delegates
   a. NAHSL Educ. Committee Rep: R. Rand
   b. NAHSL Rep: A. McKay
   c. MCHPE: M. Greven
   d. MLC: R. Rand
6. Old Business
   a. Incorporation
   b. Newsletter
   c. Finalized budgets
   d. Reports from Chairpersons
7. New Business
   a. Fall meeting agenda
   d. Other
HSLIC EXECUTIVE BOARD
STEPHENS
Thursday, September 4, 1986

PRESENT: Cora Damon, Maureen Fournier, Maryanne Greven, Kathy Hunt, Sue Jagels, Judy Littlefield, Ann McKay, Melda Page, Robin Rand, Cindy Sheldon, Mary Anne Toner, Debi Warner Guest: Don Wismer

I. OPENING
The meeting was called to order at 10:00 a.m.

II. SECRETARY'S REPORT (K. Hunt)
With corrections noted, a motion was made by Robin Rand and seconded by Cora Damon and carried that the report be accepted.

III. TREASURER'S REPORT (J. Littlefield)
The gift purchased for B. Drew was taken from the Administration line, which already showed a minus amount.
J. Littlefield asked the Board's approval to deduct this sum from the uncommitted funds. This was granted by the Board.

No gift was purchased for Charlie Hilt. There was some question as to whether he is still working. S. Jagels reported that he is still working, but has resigned from the Scholarship Committee. It was decided by the Board not to present him with a gift due to this information.

A motion was made by Mary Anne Toner and seconded by Robin Rand and carried that the report be accepted.

IV. COMMITTEE REPORTS
a. Education (M. Toner)
A letter of resignation from M. Toner was read by M. Greven. M. Toner has taken a position as Library Director at a medical center in Trenton, NJ. No new librarian has been named at Mercy. C. Goddard will fill in as librarian until someone else can be found.
No new chair has been named to the Education Committee as yet.

A survey has been included in the HSLIC newsletter to ascertain the interest in an advanced MEDLINE workshop to be held in the State.

There have been no meetings since July.

b. Scholarship (A. McKay)
A. McKay has not received all the material from C. Hilt. She asked that the guidelines for scholarships be placed in the HSLIC manual. M. Page will follow-up
on this suggestion.

c. Archives (M. Greven for G. Kirkpatrick)
   No report.

d. Public Relations (M. Greven)
   The Committee has not been active since the resignation of M. Shink.

e. Automation (D. Warner)
   A list of goals for the coming year has been sent to the committee members. A questionnaire was developed which will be sent to the HSLIC membership. This deals with establishing a "clearing house" for HSLIC members listing resources within the membership. These resources would be related specifically to both hardware and software. It is hoped that HSLIC members would report to the HSLIC clearing house, and the committee would send Karl Beiser a diskette. The reporting to Mr. Beiser would be systematic.

f. Ad Hoc (M. Greven for J. Morelli)
   No report.

g. Program (S. Jagels)
   The Fall program is all set, with John Soward of Soward, Inc. speaking. The program title is: "Services Marketing: a Medical Library Application."
   The Fall meeting will be held at MMMC on October 10th. The Program will begin at 10:30 a.m., following the HSLIC business meeting (9:00-10:00), break at 12:30 for lunch (one hour) and end at 3:30 p.m. HSLIC will reimburse CHEP $300.00 plus .90 pp for cost recovery of breaks. A marketing questionnaire will be sent out to the membership prior to the Program (CHEP will be performing this service). The input from the questionnaires will be incorporated into the speaker's presentation. CHEP will handle the registration flyers.

h. Resource Sharing (C. Sheldon)
   The next meeting will be held on September 18th in Augusta.

V. AREA REPRESENTATIVES
   a. Region I (D. Warner)
      Pat Goodwin (SMMC) is on LOA.

      The HAMIC meeting is at the FBR on September 16th.

      M. Toner is leaving Mercy, effective September 18th (see Education Committee minutes).

      Don & Christine Bertsch's daughter has recently been
hospitalized, and a card will be sent to them from the HSLIC membership.

MMC is back to full staff!

b. Region II (M. Fournier)
The Pinetree Group held its meeting on August 22nd at Pineland Center. P. Byers was elected Coordinator and K. Hunt as secretary.

FMH has hired a new person to work in the library. Betty Gensel will be starting in one week, and will be available in the library 14 hours/week. It is recommended that ILLs be held until further notice.

c. Region III (C. Damon)
S. Laney is no longer working in the library at RFGH. Sonja Veilleux will cover this position 20 hours/week, Tuesday through Thursday, only.

M. Spindler-Libby will not be returning to MCD. It is believed that N. Greenier will cover this position.

M. Wanderee is still on LOA at the DHS.

d. Region IV (K. Hunt for C. Lavin)
W. Troiano is doing well and anxious to get back to work.

Bunny Thompson has retired at Husson, and A. Averre is the Acting Director of the library there.

The information analyst at the Jackson Lab (M. Hutte Smith) attended a program at Johns Hopkins on information system handling. The JLab is also in OCLC now.

e. Region V (M. Greven for D. Thibodeau)
No report received.

VI. DELEGATES

a. NAHSL Education Committee Rep (R. Rand)
The Education meeting will be held on Friday, September 5th. The committee is still working on NAHSL/NEHA.

b. NAHSL Rep (A. McKay)
A. McKay passed out the position description for the NAHSL State Rep. M. Greven will follow-up on asking J. Glover to be our new State Rep. Maryanne will also take HSLIC's goals and objectives to the State Chairperson meeting (to be held at NAHSL).

c. MCHPE (M. Greven)
Susan Williams will be replacing G. Nichols on the
committee. The committee is working on a survey for health professionals to see what issues would be of interest to that group.

d. MLC (R. Rand)
No report.

VII. OLD BUSINESS
a. Incorporation (J. Littlefield)
J. Littlefield has not been able to contact B. Drew for the location of the final forms (tax exempt status). Copies of the forms were distributed to the Board members for review and input. It is hoped that the Board will contribute to the processing of the Application for Recognition of Exemption during the November Board meeting.

b. Newsletter (M. Page)
The Board members were given their copies of the Newsletter at this time.

c. Budgets (M. Greven)
Each committee presented its proposed budget for calendar year 1987. The Board approved the proposed budget, and will submit the budget in its finalized form to the full membership at the October Fall meeting. It was noted that there will not be a dues increase in 1987.

d. Reports from Chairpersons (M. Greven)
M. Greven reminded all chairpersons that committee minutes/reports should be submitted for inclusion in the Fall meeting packets. Reports should be brought to the Fall meeting for distribution if they are not available for the Fall mailing.

VIII. NEW BUSINESS
a. Fall meeting agenda.
The agenda is noted in the Program Committee section of these minutes.

b. A letter of appreciation will be sent to M. Spindler-Libby for her years of service to HSLIC.

c. Other.
D. Wismer of the Maine State Library reported on the current status of the asbestos crisis. An optimistic date has been set at December 1st for reopening to the public. The clean-up should be completed by mid-Oct.

D. Wismer reported that Pete Siegel is the new State Law Librarian, and that there is a Grade III librarian opening in the Documents department.
Mr. Wismer also reported on the status of the State-wide Automation Plan. This has become a part of the part II budget, which includes additional programs.

IX. CLOSING
The meeting was adjourned at 12:00 p.m.

Respectfully submitted,

Katherine J. Hunt
Secretary