HSLIC BOARD MEETING
June 5, 1986
10:00am - 2:00 p.m.

CMMC - Thompson Wing Auditorium - Lobby floor

1. Secretary's Report (attached) - K. Hunt

2. Treasurer's Report -

3. Committee Reports
   a. Appointments
   b. Program
   c. Resource Sharing - C. Sheldon
   d. Education - M. Toner
   e. Scholarship - C. Hilt
   f. Archives - G. Kirkpatrick
   g. PR - M. Greven
   h. Automation - D. Hamson
   i. Ad hoc Membership - J. Morelli

4. Area Representatives
   a. Region I: D. Warner
   b. Region II: M. Shink
   c. Region III: C. Damon
   d. Region IV: C. Lavin
   e. Region V: D. Thibodeau

5. Delegates
   a. NAHSL Education Committee Rep: R. Rand
   b. NAHSL Rep: A. McKay
   c. MCHPE: M. Greven
   d. MLC: R. Rand

6. Old Business
   a. Incorporation
   b. Newsletter - J. Morelli
   c. other

7. New Business
   a. Meeting dates and locations
   b. Budget for calendar year 1987
   c. Other

Note: Lunch is "bring your own" or CMMC cafeteria
HSLIC EXECUTIVE BOARD
CMMC
Thursday, June 5, 1986

PRESENT: Maryanne Greven, Kathy Hunt, Judy Littlefield, Jan Morelli,
Melda Page, Maurie Shink, Mary Anne Toner

I. OPENING
The meeting was called to order at 10:15 a.m.

II. SECRETARY'S REPORT (K. Hunt)
After a correction was noted, a motion was made by Melda Page and
seconded by Jan Morelli and carried that the report be accepted.

III. TREASURER'S REPORT
M. Greven read the resignation letter from Bonnie Drew, and thanked
Judy Littlefield for accepting the position of Treasurer.

M. Greven solicited the assistance of the Board in finalizing the
paperwork associated with the incorporation project and tax exempt status.
M. Greven asked that the Regional Reps contact their areas about holding
ILLs to RFGH until HSLIC has received word from that institution re:
Bonnie's replacement.

M. Page noted that the Report showed that RFGH had paid the 1986 membership
dues, although it had been decided that no dues would be collected from them
in appreciation for the work that B. Drew and her advisor had provided
during the process of obtaining incorporation. After brief discussion,
it was decided to apply the sum of money received towards next year's dues.
J. Littlefield will send a letter to RFGH thanking them for their help
and explaining the application of 1986 dues towards 1987 dues.

M. Greven explained the line item of "flowers" (under Administrative
expenses) and informed the Board that a card of sympathy had been sent to
C. Lavin from the whole membership.

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

IV. COMMITTEE APPOINTMENTS
a. Program - S. Jagels, Chair
b. Resource Sharing - C. Sheldon, Chair
c. Education - M. Toner, Chair
d. Scholarship - C. Hilt, Chair
e. Archives - C. Kirkpatrick, Chair
f. Public Relations - M. Greven, Chair
g. Automation - D. Hamson, Chair
h. Ad Hoc Membership - J. Morelli, Chair

V. COMMITTEE REPORTS
a. Program (M. Page for S. Jagels)
No date has been set for the Fall meeting (the Budget meeting).

The possibility of holding a breakfast meeting was discussed, limiting
the business portion of the meeting to one hour, with Committee reports
published in advance of the meeting. M. Greven reported that Miles
Health Care Center might be interested in hosting the meeting.
b. Resource Sharing (M. Greven for C. Sheldon)
Members for this committee were announced: C. Damon, S. Norton, M. Fleming, S. Jagels, A. Baker. D. Hamson will be approached about providing a representative from the Automation Committee to sit on the Resource Sharing Committee. The next meeting will be held on June 19th at MMMC.

c. Education (M. Toner)
The Education Committee will meet sometime this Summer. Area Reps were reminded that they compose this Committee.

Possible topics for the Fall HSLIC meeting were discussed. Automation was again suggested, as well as the possibility of obtaining the speaker that was so well received at NAHSL (Jane Lambremont).

d. Scholarship (M. Greven for C. Hilt)
No report. The balance submitted is $201.55 - which is to last until January. J. Littlefield noted that the Treasurer's balance differed from that submitted by C. Hilt. She will follow-up on this.

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

f. Public Relations (M. Greven)
The Committee has not met as yet. Very little material has been received from HSLIC members for inclusion in the PR notebook. M. Greven reminded those present that any type of PR will be accepted. In the works is a poster contest for the Fall meeting.

g. Automation (M. Greven for D. Hamson)
No report.

At this time, a proposal for an electronic mail service was distributed from MEDLINK. A discussion of those members currently using such services took place. The Board will ask G. Pelletier to give a demo on these services at the next Board meeting.

h. Ad Hoc (J. Morelli)
No report.

i. Other
Nothing to report.

VI. AREA REPRESENTATIVES

a. Region I (M. Greven for D. Warner)
M. Greven read a letter from D. Warner.

M. Toner reported on the program recently held at UNE on "Ethics & Computers." J. Morelli is the Chair for that Region's Program Committee. The next meeting will be held at York in July. Meetings are open to any interested in attending.

b. Region II (M. Shink)
The Pinetree Group met in April and appointed P. Eyers as Chair.

M. Shink has increased her hours in the library at FMH.

K. Hunt has a new assistant in the Library (Kyle Andrews).
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c. Region III (M. Greven for C. Damon)
C. Damon will be back from vacation on June 17th.

Susan Laney is the new contact person at RFGH, replacing B. Drew.

M. Wandersee is still out on sick leave, and M. Libby is doing well and anxiously awaited back at MCD and HSLIC!

The position at St. Joseph's Hospital will be filled - the PR Department is currently handling the ILLs at this time. EMMC has a three month part time position advertised.

d. Region IV (C. Lavin)
No report.

e. Region V (D. Thibodeau)
No report.

VII. DELEGATES
a. NAHSL Education Committee (R. Rand)
No report.

b. NAHSL Rep (M. Greven for A. McKay)
The next meeting of the NAHSL Board will be held on June 20th.
A. McKay will be presenting the position responsibility description to the NAHSL Board at that time.

c. MCHPE (M. Greven)
M. Greven has been named as the HSLIC Representative. She will send a letter informing the MCHPE of this change.

d. MLC (R. Rand)
No report.

VIII. OLD BUSINESS
a. Incorporation (M. Greven)
HSLIC is still waiting for the papers to come back from the State. J. Littlefield will check on the return address as listed on the original papers (HSLIC Box vs. RFGH), and if we can begin to file for tax exempt status before incorporation takes place.

b. Newsletter (J. Morelli)
C. Damon is coordinating the Regional Reports, C. Bovie will be doing the book review page, and D. Hamson will continue with the Wordmonger column. M. Toner volunteered to do the calendar until another person is found.

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J. Morelli explained that she will change the monthly heading to reflect that the membership receives the Newsletter retrospectively; the April news is in the May Newsletter. She also informed the Board that she often updates the Regional Reports if she has more current information, due to the earlier deadline for these reports.

M. Page reported that she had received a request to place important notices and procedure changes on the front page. This request was noted.
M. Page also reported that the updates made in the HSLIC manual will be placed as attachments to the next few Newsletters.

M. Greven asked that a notice be placed in the next Newsletter that there are handouts of Alan King's presentation (Spring HSLIC meeting), as well as HSLIC handouts and a tape of A. King's presentation available for loan.

c. Goals & Objectives (M. Page)
The Board was asked to study the proposed HSLIC Goals & Objectives, and be prepared to discuss them at the next Board meeting. Once the Board has voted on their acceptance, it will be recommended that each committee submit a semi-annual report on the progress of the implementation plan for each goal, as well as an update on the projected time frames for implementation.

IX. NEW BUSINESS
a. The dates and locations for future Board meetings are as listed:

   August 7th: TOGUS
   September 4th: STPH
   October 2nd: CMMC
   November 6th: MMMC
   December 4th: FMH

   January 8th: TOGUS
   February 5th: CMMC
   March 5th: MERCY
   April 2nd: CMMC
   May 7th: TOGUS

The meetings will continue to be held on the first Thursday of each month.

b. Budget (Calendar year 1987)
Every committee will be asked to present its budget proposal for the calendar year at the next Board meeting.

Discussion of the line item "Meetings" took place, with M. Page explaining that this usually covered coffee expenses at host institutions, some speaker fees not covered under "Education," and postage/mailings of HSLIC packets. M. Toner suggested that HSLIC consider charging registration fees to cover expenses of coffee and speakers, rather than consider a dues increase. J. Littlefield asked if the Board anticipated the budgeted amount under "incorporation" to be a yearly item. M. Greven anticipated this to be so. Judy will look into the cost of hiring a CPA to assist HSLIC with incorporation and tax exempt status problems.

c. Other
The Board approved the purchase of a gift to be presented to B. Drew in appreciation of her help with the incorporation process. A gift appropriate to her new position, with a card signed by the HSLIC membership will be sent to Bonnie.

M. Greven read a letter received from Regina Knox, a freelance writer, offering her services to HSLIC. A response will be sent to Ms. Knox.

X. CLOSING
The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

Katherine J. Hunt
Secretary