HSLIC EXECUTIVE BOARD
VA - TOGUS
Thursday, January 8, 1987

PRESENT: Cora Damon, Jan Glover, Maryanne Greven, Kathy Hunt,
Sue Jagels, Judy Littlefield, Ann McKay, Melda Page,
Robin Rand, Debi Warner  Guest: Don Wismer

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

II. SECRETARY'S REPORT (K. Hunt)
A motion was made by Robin Rand and seconded by Ann McKay and carried that the report be accepted.

III. TREASURER'S REPORT (J. Littlefield)
November and January reports were distributed. A correction was noted in the October report (balance corrected) and corrected report given to K. Hunt to file. It was also noted that the January report is actually a 1986 year-end report. There have been 26 memberships paid for 1987. RFGH has submitted membership dues again, and this will be reimbursed. C. Goddard has requested a half-year membership for her library (which will be closing). Discussion ensued, and it was decided to accept the half dues, and make arrangements for the MULS fiche when the time comes.

The funds for a gift purchased for C. Hilt were taken from uncommitted funds, and show under the Administrative line of the budget. One copy of MULS was ordered for a 1986 membership that was paid (St. Joseph's Hospital), and UMO did not charge the full amount due to the new MULS being available soon.

The Board decided to send a gift to M. Toner, in recognition of her many contributions to HSLIC. M. Greven will take care of this.

A motion was made by Robin Rand and seconded by Debi Warner and carried that the report be accepted.

IV. COMMITTEE REPORTS
a. Program (S. Jagels)
The committee reviewed the evaluations from the CHEP program (Fall HSLIC meeting). Overall, the evaluations were positive, and a follow-up program has been suggested. CHEP will be contacted re: sponsorship and obtaining John Soward to present a "Part II" of his marketing presentation. Planning will start immediately on this. M. Greven reported that CMVITI has offered their facility for the Spring meeting location, and this will be looked into. May 1 has been selected as the first choice
for the meeting date, with a back-up date of June 5th.

b. Resource Sharing (C. Damon)
The full committee has met once; a subcommittee to deal with the A-V Union list has met twice.

Referral centers: regarding the issue of placing referral centers out to bid, the committee determined that many details needed to be worked out on how selection is made, etc. This issue will be tabled until such details are worked out. In the meantime, the current referral centers have agreed to continue in their present roles, with the exception of the VA-Togus. KVHC and MMMC have agreed to split Region III, relieving Togus of this responsibility. Region III has been notified of this change.

A-V union list: J. Glover attended the second subcommittee meeting to explain the details of producing such a list. G. Kirkpatrick and J. Rouillard have agreed to co-produce this list. A telephone survey took place within the membership, resulting in the informal finding that greater than 90% of the HSLIC membership has not used this list. After much discussion, it was determined that the time and methods of collecting the data were not workable. Alternative methods of production will be looked into. C. Damon asked the Board if the committee could use budgeted funds to look into development of a new way of producing the A-V union list, or are budgeted funds strictly for reproduction? The Board instructed the committee to look into alternatives in producing the list, and report back to the Board before any final decision is made re: funds. Debi Warner moved that the A-V union list be postponed for one year, pending investigation and development of methods for reproduction. Ann McKay seconded this motion and it was carried by the Board.

P. Kahn has agreed to serve on the Resource Sharing Committee until June, in replacement of C. Sheldon.

The subscription fee for UCMP will remain the same, but maintenance fees will be increased by 10%.

C. Damon advised the Board of the advantages of becoming a member of the Basic Health Science Libraries (BHSL). Free lending to other BHSL members and statistical keeping were among the areas discussed.
c. Education (C. Damon)
   A meeting is planned later this month. Automation and statistics are areas that the committee will be looking into.

d. Scholarship (A. McKay)
   A scholarship ($100.) was awarded to M. Fleming for MEDLARS training.

e. Archives (G. Kirkpatrick)
   No report.

f. Public Relations (M. Greven)
   The poster contest will be pursued between now and the Spring HSLIC meeting. The rules/guidelines will be published in the next Newsletter. The Committee anticipates giving one free poster to each HSLIC member. It was suggested that the committee seek subsidizing for this project, in able to award a "gift" for the winning poster. It is hoped that the winning poster would be available for viewing at the Spring meeting.

g. Automation (D. Warner)
   An article will be published in the Newsletter, informing the Membership of the demo diskettes we have in our library, as well as the "share-ware" which is now available. The version 2.7 of P-C Write, which has the spell check, is available for copying, and the Membership will be made aware of this. D. Warner will produce copies of this as requested by members, with only stipulation being that members must mail a diskette to Debland pay postage.

   The survey on membership hardware/software availability is going nicely. Karl Beiser has sent a complete copy of the State-wide mailing list for microcomputers. D. Warner will update the HSLIC section of this list.

h. Ad Hoc Membership (M. Greven for J. Morelli)
   The committee has not been active.

   Robin Rand moved, Sue Jagels seconded and it was carried that the Ad Hoc Membership Committee not be an active committee, and be reactivated on an "as need" basis.

V. AREA REPRESENTATIVES
   a. Region I (D. Warner)
      No report.

   b. Region II (M. Greven for M. Fournier)
      There is a reference position open at CMMC.
E. Greenlaw will be teaching a course on "getting organized" in March. Classes will be offered through the Lewiston Adult Education Dept.

St. Andrews Hospital (Boothbay Harbor) is in the process of building their collection, and would appreciate any discards, etc. Peggy Pinkham is the contact person for that library.

c. Region III (C. Damon)
M. Fleming is in Washington, taking MEDLARS training.

M. Spindler-Libby is spending her time volunteering at MMHC and Waterville Osteopathic Hospital.

d. Region IV (S. Jagels for C. Lavin)
Daphne Crocker is the new library person at BMHI.

EMMC has advertised a 20/week part-time temporary position. This person must have on-line experience.

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

VI. DELEGATES

a. NAHSL Education Committee Rep (A. McKay)
Next meeting is February 6th. The Committee is working on NAHSL at NEHA (March 23-24 at the Sheraton, Boston). Two days of educational offerings will include a consumer health care information panel presentation, managing the one person library, and the basics of searching MEDLINE.

b. NAHSL Rep (J. Glover)
There have been no meetings since October. The next NAHSL Executive Board meeting will be held on January 30th. A new membership mailing will be coming out.

c. MCHPE (M. Greven)
The last meeting had presentations by Charles Ford (UNE). A retreat is being planned on January 23rd to go over Goals & Objectives.

d. MLC (R. Rand)
The MLC presented the final draft of the automation bill. It was noted that there will probably be some funding for training included in this bill. Press releases are being developed. A program entitled "Access Pennsylvania" was presented at the meeting.

The status of the asbestos problems and roof prob-
lems were discussed. A question was raised as to whether there has been abuse of allocated funds. Sample letters that could be used with which to contact our Representatives regarding this problem will be attached to the next Newsletter.

VII. OLD BUSINESS
a. Incorporation (J. Littlefield)
J. Littlefield has contacted the State and learned that we have been incorporated since August, 1986. We do not have this document, and we may obtain a copy of the document – at a cost – to confirm our status. This will be done by J. Littlefield.

Regarding our tax exempt status: the forms still need to be completed. The Board was asked to help finish these forms before they go to a CPA.

b. Newsletter (M. Greven)
No report.

c. Comments on Fall Meeting (M. Greven)
Overall, there were favorable comments regarding the Fall program (see Program Committee section, these minutes).

VIII. NEW BUSINESS
a. Report to NAHSL on HSLIC concerns (M. Greven)
M. Greven sent copies of HSLIC's Goals & Objectives to J. Bundy. M. Page reported that a representative from the VA went to the MLA meeting on December 1st. The MLA has a new "mission statement" which does not include any reference to libraries in it. The MLA is in the business of providing education to "everybody".

b. NAHSL in Maine (M. Greven)
HSLIC will host the 1989 NAHSL conference. Planning should begin now! K. Hunt will contact Sugarloaf and Bethel for brochures and conference accommodation information. C. Damon will contact the Samoset Inn for information. D. Warner and M. Page will look into what other State groups are planning for educational programs in the next two years, and report back to the Board.

c. New HSLIC Members
CMVTI has joined HSLIC.

d. Other
Executive Board meetings will be changed from Thursday to Wednesday, to better meet the needs of Board members. Snow dates will be added to the future agendas.
The next Executive Board meeting will be held on Wednesday, February 4th at CMMC. Snowdate has been set for February 11th.

Nominating Committee (K. Hunt)
The committee is working on a slate of officers for the Spring meeting. A draft of this slate should be available for the February Executive Board meeting. It was noted that this year we have to find nominations for both the Chair and Chair-Elect positions. The problems associated with this were discussed.

A thank-you note from B. Drew was read by J. Littlefield.

D. Wismer updated the group on the Maine State Library and its renovations/asbestos/roof problems. On April 23rd, it will have been one full year since the asbestos problem was first identified. A target date of sometime in March is being set for reopening. The Library is still experiencing problems with roof leakage.

D. Wismer advised the group that the Director of the Bureau of Public Improvements has been the major factor in the holdups and lack of cooperation in getting repairs done.

IX. CLOSING
The meeting was adjourned at 12:15 p.m.

Respectfully Submitted,

Katherine J. Hunt
Secretary