HSLIC BOARD MEETING
AGENDA
SEPT 27, 1988
10:00--3:30

MEETING ROOM CHANGE
(STILL AT THE SETON UNIT OF MMMC-- STILL ON THE BASEMENT-LEVEL-- BUT IN
LECTURE HALL B)

reminder—no NAHSL PLANNING COMMITTEE MEETING this month

1. SECRETARY REPORT (MINUTES ATTACHED TO AGENDA)
2. TREASURER'S REPORT
3. COMMITTEE REPORTS
   A. EDUCATION
   B. PROGRAM
   C. PUBLICITY
   D. SCHOLARSHIP
   E. AUTOMATION
   F. RESOURCE SHARING
   G. ARCHIVES

4. REPRESENTATIVE REPORTS
   A. REGIONAL REPORTS
   B. NAHSL REPORT
   C. MCHPE REPORT
   D. ME COMMISSION REPORT

5. OLD BUSINESS
   A. BUDGET (FINALIZED)
   B. DOWN SIZING SURVEY
   C. FALL MEETING
   D. OTHER

6. NEW BUSINESS
   A. BULK MAILING PERMIT

PLEASE BRING 55 COPIES OF YOUR FALL MEETING REPORTS TO THIS MEETING

IF YOU ARE UNABLE TO ATTEND THIS MEETING PLEASE SEND REPORTS TO ME BY THE 27TH
OF SEPTEMBER. PLEASE TRY TO ATTEND AS THIS MEETING IS WHERE WE WILL FINALIZE
THE BUDGET(S) TO PRESENT AT THE FALL MEETING.

WE WILL MEET THROUGH LUNCH SO BRING A LUNCH OR PLAN TO GET SOMETHING AT THE
MMM CAFETERIA OR COFFEE SHOP

PARKING—PARK IN THE VISITOR'S PARKING IF POSSIBLE.

*****EDUCATION COMMITTEE WILL MEET AFTER THE BOARD MEETING***************

Cora Ramsay
HSLIC Executive Board
Mid-Maine Medical Center-Seton Unit
September 27, 1988
10:00-12:15


I. Secretary's Report (Barbara Harness)
Corrected and approved.

II. Treasurer's Report (M. Greenlaw)
Written report submitted. Discussion focused on the payment and reimbursement of the HSLIC Spring Program. HSLIC incurred an expense of $250 after reimbursement from MLA. Cora Damon requested an additional column be added to the treasurer's report showing which line item an expense is taken from. Expenditures from uncommitted funds need to be shown also. M. Greenlaw will adopt this new format and requested members to indicate to her which account future expenses are to be deducted from. Resource centers will be paid at the end of the year.

III. Committee Reports

A. Program (S. Jagels)
Arrangements for the Fall program with Guy St. Clair have been finalized. A mailing to MLA members was completed. Members were encouraged to publicize the program. Melda Page has volunteered a computer demonstration for the Spring meeting at Togus on May 5.

B. Publicity (M. Greven)
No funds are available.

C. Scholarship (C. Damon for J. McDonald)
One scholarship was paid. Funds are available for scholarships.

D. Automation (D. Warner)
Committee members are: Lynn Wilcox (UNE), Maureen Fournier (CMMC), and Debi Warner (St. Mary's). Resignations from the statewide automation committee were requested so the group could re-group. Melda Page is serving on MAINECAT's ILL committee. MAINECAT's equipment has been delayed and a request was made to have news of MAINECAT published in HSLIC's newsletter.
E. Resourcesharing (A. Jordan)
A needs assessment of the membership will be included in the Fall program packet. A planning retreat for Fall 1989 is tentatively planned. October 3 is deadline for manual revisions. They will next meet on November 2.

F. Archives (M. Anderson)
No report.

IV. Area Representatives

A. Region I (D. Warner)
St. Joseph's College has a reference librarian position available 10/3/88.

B. Region II (M. Fournier)
Pinetree meeting was held and they discussed ILL concerns, and MAINECAT. A video on BRS was viewed.

C. Region III (M. Fleming)
Positions are available at MCD and KVMC(clerk). M. Fleming is attending NAHSL.

D. Region IV
There is a new librarian at Husson College. Doug MacBeth will be starting at Jackson Lab on October 24, his position at EMMC is open. Chris Lavin, who left UMO, was replaced by a RN.

E. Region V--No report.

V. Delegates

A. NAHSL Executive Board (S. Jaegels)
No news.

B. MCHPE (M. Greven)
AIDS coordinator was hired 1/2 time to give AIDS education. MCHPE is concerned over membership.

C. Maine Library Commission (R. Rand)
No report.

VI. Old Business

A. Budget
The proposed budget was reviewed. The board recommended $2500 for the NAHSL Hospitality Committee, after their presentation. Other new lines recommended include: $300 for travel expenses for NAHSL rep and MCHPE rep; and $25 for archives. Proposed lines eliminated were for a contingency fund and a professional collection. The budget
will be presented and voted on at the Fall meeting, after the bylaws change vote.

B. Downsizing (C. Damon)
Two reports have been received. They indicate some budget cuts but no personnel cuts. Additional duties are being assigned to library staff.

C. HSLIC Suite (M. Anderson)
M. Anderson had proposed her room at the NAHSL Fall 1988 meeting be shared as a HSLIC suite. Since there was no precedent for such a room and the need for it was questionable, the proposal was not approved. Members were encouraged to request scholarships for NAHSL attendance.

D. Committee reports (C. Damon)
C. Damon reminded all committees reports for the fall packets must be given to her by October 7.

VII. New Business.

A. Bulk Mailing Permit.
The fee to obtain a permit is $60 plus $60/year afterwards. It takes 6-8 weeks to apply. Seven hundred pieces per mailing is required and they must be presorted. Due to cost and the few times we would have that large of a mailing, the idea was dropped. HSLIC will find out if NAHSL has a bulk mailing permit that could be used to mail the Fall program.

B. Bylaws
C. Damon reported an additional change needs to be proposed in connection with the bylaw change of fiscal year to calendar year. M. Greven will be requested to add the change, which involves the time of the year when the budget is approved by the membership.

C. Meeting
The next meeting is scheduled for November 17 at KVMC. NAHSL Planning will meet at 9:30 and HSLIC Executive Board at 11:00.

Respectfully submitted,

Barbara J. Harness
Secretary