Friday, April 21, 1995
VA Medical & Regional Office Center
Building 205 Room 330 - CHEP Classroom
Togus, Maine
9:30 a.m. - 2:00 p.m.

Agenda

I. Call to Order - Patty Kahn

II. Secretary's Report - Barbara Harness

III. Treasurer's Report - Amy Averre

IV. Committee Reports
   A. Archives - Marj Anderson
   B. Education/Program - Cindy White
   C. Maine Library Commission - Sue Jagels
   D. NAHSL - Kathy Brunjes
   E. Newsletter - Elaine Rigby
   F. Resource Sharing - Marj Anderson
   G. SACCE - Nancy Greenier
   H. Scholarship - Sally MacAuslan
   I. Area reports - 1. Ramona Connelly
                      2. Emily Scribner
                      3. June Rouillard
                      4. Cindy White
                      5. Audrey Engen

V. Old Business
   A. Nominating committee report
   B. Budget for the coming year
   C. DOCLINE/MULS - HSLIC compliance
   D. HSLIC Manual Revision
   E. Other

VI. New Business
   A. RML Meeting Report - Patty Kahn
   B. Other

VII. Adjournment
HSLIC EXECUTIVE BOARD

VA Medical & Regional Office Center
Bldg. 205 Room 330 Togus
April 21, 1995
Present: Amy Averre, Kathy Brunjes, Barbara Harness, Patty Kahn,
Elaine Rigby, Emily Scribner, Cindy White and Cora Damon.

I. Call to order at 9:45 a.m. by Patty Kahn.

II. Secretary's Report - Barbara Harness
Approved with correction of typo and request to spell out MLA.

III. Treasurer's Report - Amy Averre
MULS update and scholarships were paid. Current balance of
$5649.31.

IV. Committee Reports

A. Archives - No Report.

B. Education/Program - Cindy White.
Copyright program is set for May 22. HSLIC members are
encouraged to work together.
June 9th program at Bar Harbor. Possible schedule:
9:30 a.m. coffee; 10 a.m. Business meeting;
11:30 a.m. - 1 p.m.: tour and present demo;
1:30 p.m. - Lunch sponsored by Ebsco.

C. Maine Library Commission - Sue Jagels
Written report attached.

D. NAHSL - Kathy Brunjes
NAHSL board met 3/31/95; annual report presented;
newsletter needs to be cut by end of April; State reps.
need to verify memberships in Medical Library
Association; Elaine Rigby is recruiting for the
Education Committee; Judy Reingold is recruiting for
the Program Committee; Rhode Island has the program
proposed but not confirmed for the Fall Conference.
In Connecticut, the Hospital Association is working
on getting all hospitals on the Internet.

E. Newsletter - Elaine Rigby
Newsletter is ready to go to the printers.

F. Resource Sharing - No report.
There still is a need for a checklist for new Decline
members, which would outline steps for them to do.
New members should be assigned a MULS updater by the
treasurer, since she knows who the new members are.
G. Membership - John Clark
   Goodall and UM-A are interested in becoming Decline participants. Others who are working on the process are Waldo and Miles. St. Josephs-Bangor will have their computer person do theirs. Waterville Osteopathic has a password problem.

H. SACCE - Nancy Greenier
   No meeting since last time.

I. Area Reports - See Newsletter.

V. Old Business

A. Nominating Committee - Elaine Rigby
   Elaine and Cora Damon gave the slate as:
   Patty Kahn - Chair
   Barbara Harness - Chair-Elect
   Amy Averre - Treasurer
   Kathy Brunjes - Secretary
   Area Representatives:
   I. Pat Goodwin
   II. Emily Scribner
   III. Cora Damon
   IV. Cindy White
   V. Vivian Williams

B. Proposed budget - Amy Averre
   Travel expenses for representatives and board members was discussed. A previous board had discussed travel forms but they never were created. Amy was to prepare a proposal for the next board meeting. Changes in the proposed budget suggested were: travel-$600.; newsletter-$2000. (cover increased postage, paper and printing costs); Administration-$300.; and Manual-$1500.

C. HSLIC Manual Revision - Barbara Harness
   Cora Damon brought drafts of the manual to be reviewed by the Board following the meeting. Print font/size was chosen: 55 copies were authorized; green binders (HSLIC color) were chosen; the Super-Directory would be printed in yellow; and it was decided to use Curry Printers to do the printing and collating. Deadline was to have the manuals ready for the June 9 meeting for distribution.

D. RML Report - Patty Kahn
   See attached written report.
E. Other

Some suggestions for the Fall meeting were briefly discussed. Internet was the most popular topic.

VII. Adjournment.

The meeting was adjourned at 2 p.m. The Board reviewed the HSLIC revised manual and made further corrections and recommendations with work completed about 4 p.m.