HSLIC BOARD MEETING

DATE: Friday, November 8, 1996  
LOCATION: Mid-Maine Medical Center-Waterville (See Instructions)

Time: 9:30 a.m. - Education/Program Committee  
      10:00 a.m. - Executive Board

AGENDA

I. Call to Order - Barbara Harness
II. Secretary's report - Emily Scribner
III. Treasurer's report - Amy Averre
IV. Committee Reports
    A. Archives - Marj Anderson
    B. Education/Program - Cora Damon
    C. Maine Library Commission - Sue Jagels
    D. NAHSL - Happy Copley
    E. Newsletter - Patty Kahn
    F. Resource Sharing - Kathy Brunjes
    G. SACCE - Marj Anderson
    H. Scholarship - Sally MacAuslan
    I. Membership - John Clark
    J. Maine Library Association - Maryanne Lamont
    K. SCUM - Leslie Kelly
    L. Web Page/Listserv - Debi Warner
    M. Area reports - 1. Ramona Connally
        2. Dan Philbrick
        3. Cora Damon
        4. Pat McArthur
        5. Leslie Kelly

V. Old Business
    A. Travel Forms - Amy Averre
    B. Other

VI. New Business
    A. Maine Hospital Association - Barbara Harness
    B. Web Page - Patty Kahn/Debi Warner
    C. Nomination for HSLIC Distinguished Member form
    D. Other

VII. Adjournment.

R.S.V.P.: If you CAN'T attend this meeting, please notify Barbara Harness  
email:bharness@saturn.caps.maine.edu or phone 795-2561(work); and mail me or fax me (795-2569) your report. Thanks!

Directions to Mid-Maine Medical Center, Seton Unit on reverse.
Minutes of the

HSLIC EXECUTIVE BOARD

Mid-Maine Medical Center, Seton Unit
Waterville, Maine
Friday, November 8, 1996, at 10 a.m.

Present: Marj Anderson, Amy Averre, Kathy Brunjes, John Clark, Ramona Connally, Happy Copley, Cora Damon, Barbara Harness, Patty Kahn, Leslie Kelly, Pat MacArthur, Sally MacAuslan, Dan Philbrick, Emily Scribner, Debi Warner

I. Call to order: Barbara called the meeting to order and thanked Cora for arranging making the arrangements (especially for the refreshments).

II. Secretary’s Report: The minutes of the August 2, 1996, Executive Board meeting were amended as follows: 1) the spelling of Kathy Brunjes and Pat MacArthur’s names in the list of those present should be corrected, and 2) the last sentence of the Education Committee report on page 2 should indicate that although Cora volunteered to serve as HSLIC representative to the Maine Library Association if Maryanne Lamont did not want to continue, in fact Maryanne is willing to.

Patty pointed out a misleading statement in the minutes of the March 22, 1996, Board meeting: on page 4, in Section V, part C, the discussion reported in the Distinguished Member award indicates that Melda Page was the "founder of HSLIC," while in fact Joan Staats preceded Melda as originating force.

III. Treasurer’s Report: Amy reported that almost all members have paid their dues and copies of MULS have been distributed. She mentioned that for the past few years the budgeted expenses have exceeded the anticipated income; this has not been a problem because the budgeted amounts have generally not been fully spent. It was decided that when the next budget is prepared, an effort will be made to do a better job of balancing the expenses and income.

IV. Committee Reports:

A. Archives - Marj distributed a list of HSLIC’s (very small) collection of monographs, audiotapes, and videotapes available for loan. The Board thought it would be good to increase the collection and suggested that members could contribute material they would like to share. In addition Patty recommended the purchase of MLA DocKits.

B. Education - Cora reported that the Committee met this morning before the Board convened and discussed programming for two upcoming meetings. Possibilities for the HSLIC Spring 1997 meeting were an NLM Update and a "Beyond Medline" presentation. Ramona attended at a recent meeting of the New Hampshire/Vermont Health Sciences Libraries Group. For the Maine Libraries Conference next May, the Committee was considering a discussion of medical ethics by Dr. LaCombe and the "Working the Web" program by Holly Grosetta Nardini that was offered at the NAHSLC conference. The Board expressed a preference for the "Beyond Medline" for HSLIC
and the Web program for MLA; Cora will look into those further. She will also look into providing certificates of attendance and Maine Library CEU’s.

Maryanne Lamont has indicated to Cora that the money remaining in the SLG account could probably be put toward co-sponsoring a program with HSLIC at the Maine Libraries Conference.

The Maine Libraries Conference will be May 18, 19, and 20, 1997, at Orono. The Board decided to try to schedule the HSLIC Spring meeting for May 2nd, with April 25th as second choice; KVTC will be asked whether it can be held there.

C. **Maine Library Commission** - Patty reported for Suellen the big news that the Public Utilities Commission decided yesterday in favor of including certain types of libraries not originally included, notably health science libraries, in the Maine School and Libraries Network, but with grant money being only for the 56K connection, not for computers. Guidelines for eligibility are being drawn up and will probably be presented at a meeting December 11th. Barbara expressed concern that the newly included libraries are not being treated the same as the school and public libraries. HSLIC members are encouraged to attend the December 11th meeting.

Discussion of online communication lead to a reminder that not all HSLIC members receive e-mail or participate in listservs. It was decided that Region reps will be responsible for forwarding electronic messages to unconnected members in their regions by regular mail.

D. **NAHSL** - The recent annual meeting held in Greenwich was successful, Happy said, although less well attended than expected. She appreciated the participation of the New York/New Jersey group. Next year’s meeting will be in Burlington, Vermont.

The newly elected NAHSL Board includes Patty Kahn as Secretary and Suellen Jagels as Program Chair, as well as Happy as HSLIC Representative.

Achievement awards were presented to Jan Glover of Yale (formerly of Maine Med) and Jo-Anne Aspri from Kent County Memorial Hospital in Warwick, RI (a one-person librarian and alternate Chapter Council Rep.).

E. **Newsletter** - Patty says the new issue of the Newsletter has been sent to Curry and should be in the hands of members soon. The next deadline is the end of December. Marj pointed out that the Archives should be sent its own copy and Patty said she will ask Curry to add it to the mailing list.

F. **Resource Sharing** - Kathy has been working with NELINET to set up dates for the FirstSearch trial period and a demo. The trial period will probably be February and March of 1997. The UMO and USM libraries will not be included in this trial since they have already had trial periods and now have regular use of FirstSearch as part of the University system. The Board asked Kathy to try to set up the demo by a NELINET representative at L-A College in early January, preferably January 10 (someone, who shall remain unnamed, suggested January 3rd be the snow day). The demo would be a half day session offered both morning and afternoon; Board members would attend one session and have their regular meeting the other part of the same day. The Committee will meet immediately following this Board meeting.

G. **SACCE** - Marj has nothing new to report as the Committee has not met since she last reported. SACCE courses are going on, not on a regular cycle as before, but according to need. A course on the Internet will probably be added.
H. Scholarship - Sally clarified that recipients of scholarships should send their reports to the Newsletter editor.

I. Membership - John passed around sample pages of the new-member brochure he has almost finished preparing.

J. Maine Library Association - Maryanne was not present but has sent word that there is nothing new to report.

K. SCUM - Leslie has made progress getting the Manual files in order on her computer. She will add the Archives list Marj presented today. She plans to have updates to the Manual sent out with the next issue of the Newsletter and wants to remind everyone to send changes in their sections to her.

L. Web Page/Listserv - Debbie will give her report on the Web Page under New Business. The State, as host of HSLIC's listserv, requires that new listserv members and address changes be approved. Debi will handle this. To join the HSLIC listserv, a HSLIC member should send Debi an e-mail message saying "I would like to join the HSLIC listserv. My e-mail address is: ..." To inform her of an address change, one would send her an e-mail message saying "My old address is ...; my new address is ..." This protocol will be added to the Manual. [Debi's e-mail address is cdwarter@cmtc.mtcs.tec.me.us.]

V. Area Reports

A. Region I - Ramona reports that Maine Med is revising its holdings in Maine Cat; Pat Goodwin now has a half-time assistant; St. Joseph’s is putting up a useful Web page and has an opening for a full time librarian; USM is breaking records in circulation and interlibrary loans; York will probably go online with the town; at Mercy Marj is developing a brochure on "Wellness" which will promote their consumer materials; Sally raised funds for her library's consumer materials by sponsoring a "Reading Is Fun" book fair.

B. Region II - Information Dan collected is reported in the Newsletter. More recent developments include: CMMC is working on several surveys and will hold their annual Book Fair on Tuesday, November 26th; at CMTC Debi has received approval for OCLC membership; Kathy is now using Megalink as Internet provider and offers Internet access to the public in the Resource Room.

C. Region III - Cora says that Mid Maine and KVMC are working out the terms of a merger which may be formalized next summer; the VA hospital is expecting to eliminate one professional and one clerical person from the library, is considering reducing its periodical backfiles, and may begin charging everyone for interlibrary loans; Redington Fairview is now using Decline, though apparently not regularly; Penbay is suffering through ongoing construction; at the same time John had the job of Staff Development added to his library responsibilities, his assistant went on sick leave, but he can find some encouragement in looking forward to the January publication of the book to which he contributed a chapter, Libraries in Mental Health Settings; and KVTS has Internet access for the public and a very good Web page.
D. **Region IV** - In addition to news submitted to the Newsletter, Pat reports that UMO is having frustrations with SilverPlatter's WebSpirs and would like to hear from successful users; Maine Coast finally has Decline working, but does not yet have e-mail; and EMMC is about to be wired for networking.

E. **Region V** - Leslie refers to her report in the Newsletter. In addition she says that Aroostook is preparing for State accreditation; Cary is trying to get Decline working, is revising its serials holdings, and has just raised $2,000 for materials in the Community section of the library; Northern Maine has several new doctors, is trying to get on Decline (again), and has expressed interest in joining HSLIC; and NMTC is going to join OCLC.

VI. **Old Business - Travel forms**

Amy presented a draft of a form for requesting reimbursement for travel. Discussion focused on revising the wording in order to state clearly that the reimbursement would be available to HSLIC members only for attendance at designated meetings as designated representatives of HSLIC. The form was approved as revised and will be added to the Manual, along with the procedure for submitting the request.

VII. **New Business:**

A. **Maine Hospital Association** - Barbara attended the November 1st meeting of the organization, which has changed its name to the Maine Association of Hospitals and Healthcare Organizations. Her detailed report on the meeting is attached.

Discussing the HSLIC Distinguished Member Award, the Board decided to plan to present the award at the MHA awards meeting next year, to name it the Eleanor M. Cairns Distinguished HSLIC Librarian Award, and to publish a nomination form in the January Newsletter.

B. **Web Page** - The Web Page Team consists of Debi, Patty, Dan, and Brian Snow from the State. Plans for mounting the HSLIC Web Page on the State computer seem to be working out smoothly. The only restriction is that nothing commercial is allowed, meaning, for example that there can be no links directly to commercial vendors. Various HSLIC members will be responsible for certain parts, e.g. Suellen will keep the calendar up to date and John will maintain mental health links. Dan will be responsible for a consistent, standardized appearance. See the attached Guidelines prepared by Patty.

The Team will take the time needed to prepare the Page properly before sending it out into the world. In the meantime, the current page is alive and well and continues to reside at Jackson Lab.

VIII. **Adjournment** - The meeting was adjourned at 2:35 p.m., leaving the Resource Sharing Committee the responsibility of finishing off the goodies.

Respectfully Submitted,

Emily Scribner

Emily Scribner, Secretary