Meeting of the
HSLIC EXECUTIVE BOARD
Friday, February 9, 1997
Lewiston-Auburn College

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

[Note: Down the hall from the Board meeting a workshop in using First Search was offered to all HSLIC members in morning and afternoon sessions. Most Board members attended the morning session.]

I. Call to order: Barbara opened the meeting at 12:23.

IV. Committee Reports, first installment:
   A. Resource Sharing: Kathy’s report was given first because she needed to leave early.
      After some discussion of the MULS updating process and the appropriateness of HSLIC’s having an active role in MULS policy making, the Board approved the renewal of contracts for MULS updaters Barbara Bartley and Pat MacArthur at $500 each for another year.
      The Committee plans to survey all HSLIC members on their use of First Search.
      The Committee will develop a procedure and schedule for assuring that measures it is responsible for get taken care of on time (e.g. renewing MULS Updaters’ contracts.)
      To help the Committee schedule its next meeting, the next Board meeting was set for Friday, April 11, at PenBay (so that Patty can show off the new library she has just moved into).
      Kathy was thanked for arranging the First Search workshop.

II. Secretary’s Report: The minutes of the Executive Board meeting of November 8, 1996, were approved with one correction: the spelling of Melda’s last name (Page not Paige, on page 1).

III. Treasurer’s Report: Amy’s report shows a balance of $408 remaining on hand, while $5,890 remains budgeted for expenses yet to come this year. No more income can be expected, as all members except one have paid their dues. Discussion focused both on how this year’s obligations could be met and on how to increase income and decrease expenditures in the future. After carefully calculating how much would be needed to meet current obligations, the Board agreed to cash in the CD due for renewal, use what is needed this fiscal year, and use the remainder to purchase a new CD at a better interest rate as soon as possible. At its next meeting, the Board will prepare a balanced budget to present to the total membership at the Annual Meeting. At the Annual Meeting the Board will present its recommendation that dues be increased to $150/year beginning with the 1997/98 budget year, reflecting increased costs and services provided. The Board will also recommend that
instead of HSLIC paying $1,000 to provide MULS microfiche to all members, since many members no longer use the fiche, those wanting them order them at their own expense. Kathy will be asked to make inquiries about the need or appropriateness of HSLIC’s continuing to pay a $700/year contribution to MULS.

The Treasurer’s report was accepted as presented.
Suggestions were made for further refinement of the new travel reimbursement form.

IV. Committee Reports, cont.:

B. Archives - Marj says the Archives "is there if anyone needs anything." Barbara thanked her for preparing and distributing the list of material in the Archives.

C. EFTS - Marj participated in the January 30th teleconference, at which problems with the EFTS were discussed. A main problems is the lack of coordination between Region 8’s EFTS and Region 1’s new system. Libraries using either system are advised to monitor billing very carefully.

D. Education - Cora and Ramona have made arrangements for the Annual Meeting, which will be held April 25 at KVTC. The business meeting will be in the morning; there will be a catered lunch; and an educational program in the afternoon will feature Robert Sekerak’s talk "Document Delivery, a Comparison of Three Commercial Vendors" and Ellen Hall on "Meeting the Information Needs of the Allied Health Professional."

Barbara relayed information she had received from the Maine Hospital Association about two programs they are willing to present to groups.

Maryanne Lamont is working on the program to be co-sponsored by HSLIC and the Special Libraries Group at the Maine Libraries Conference this May, a hands-on class on the World Wide Web. HSLIC’s share of the cost of this program will be about $300.

E. Maine Library Commission - Sue reported on the meeting of the Commission she attended January 10th in Augusta, at which the Maine Info Net was of primary concern. Sue will represent health science libraries on that committee. They are looking into the possibility of cooperative licensing of databases.

LCSA grants are now for technology as well as buildings, which makes finding funds for building needs increasingly difficult for public libraries.

Instead of the Legislative Day held in the past, this year there will be two workshops, one March 1st on advocacy, the other in April on leadership.

Plans are being made for a Maine Libraries Foundation, which would be a body for receiving and distributing large gifts.

Sue described with pleasure the journals and watercolors by John Martin of Bangor, spanning the Civil War period through the 1890’s, which were recently bought at auction by a group of organizations. They will be housed in the State Library.

F. NAHSL - Happy distributed a written report (attached) of NAHSL’s January meeting and encouraged everyone to participate in the upcoming NAHSL conference.

NAHSL is also sponsoring continuing education courses at NEHA in March.

In 1999 the Conference will again be in Maine. There was some brainstorming about where it should be and who might help plan it.

G. Newsletter - Patty miraculously brought out the last newsletter while moving her library! The deadline for submissions to be included in the upcoming issue is February 28th. Patty appreciates receiving submissions on disc.
H. **SACCE** - Marj had no report as she was unable to attend the last meeting and has not received the minutes.

I. **Scholarship** - Sally was not present to give a report.

J. **Membership** - John has not had time to work on the brochure he began developing for new members and would welcome some help. He suggests including an application for membership on HSLIC's Web page.

Northern Cumberland and Maine Coast are now using Docline.

K. **SCUM** - Leslie has had some problems, but is slowly making progress. She reminded everyone that she can only work on updating sections when individuals or committees responsible for the sections give her the revisions. Leslie plans to include the Archives list and the travel reimbursement application form in the manual. Amy is preparing a new Super Directory.

L. **Web Page/Listserv** - Debi reported that the listserv lost some of the Togus subscribers when their e-mail addresses changed.

Progress is being made on the development of the new Web page to be mounted on the State computer and should be ready by the time Jackson Lab changes its computer and stops serving as host. Patty and Dan are working on the online version of the Newsletter, Marj is doing the bylaws, Suellen and Ann Jordan are developing a calendar, Cindy White is responsible for the online directory, and Debi is linking consumer health sources. This team will get together soon to smooth out any inconsistencies between the various parts. Debi recognized the help CMTC students have given.

V. **Area Reports** - Most news has been reported in the recent Newsletter. A few recent happenings were mentioned:

A. **Region I** (Ramona) - At St. Joseph's college Sean McNair has replaced Janet Harmon, who left to become a trainer for the Maine School and Libraries Network. UNE also has a new staff member. Maine Med is relocating the Brighton library.

B. **Region II** (Dan) - CMMC has officially received reaccreditation.

C. **Region III** - Cora says Mid Maine has unofficial word that it is reaccredited. MidMaine and KVMC are preparing to merge in July. John reports that a bill has been written to create a Study Committee for the creation of a State Health Sciences Resource Depository Library. Patty plans to be back to "normal" as soon as she gets books on the shelves in the new library.

D. **Region IV** (Pat) - Maine Coast is now using Docline.

E. **Region V** (Leslie) - There is a lot of snow up there.

VI. **Old Business:**

A. **The Cairne Award** - Nomination forms will be sent to all members via the next Newsletter, with an April 1 submission deadline so that nominations can be considered at the April 11th Board meeting. The Award will be presented at the Maine Hospital Association meeting on Thursday, June 26th, at the Samoset.

B. **Logo** - Debi presented a logo designed for HSLIC by CMTC student Tim Schwab. The Board voted to accept the logo (to be in the same emerald green as the old
letterhead) and to pay Schwab $200 for the design and the copyright. It will be used throughout the new Web page.

C. **NYNEX-PUC** - Libraries that may qualify for the Maine School and Libraries Network under the recently expanded criteria should receive application forms in the mail soon.

D. **NAHSL '99** - Cora suggested a Site Selection Committee be formed now. Marj volunteered to serve and to recruit a couple of others. The consensus was that the site should be easily accessible to people coming from other states, meaning probably in the southern part of Maine.

**VII. New Business:**

A. **Maine Hospital Association** - Barbara reported that the MHA is sponsoring a campaign to increase the tax on cigarettes as a health initiative.

B. **Membership compliance** - Discussion focused on the fact that many member institutions are not fulfilling the Bylaws requirement that they send a representative to a meeting at least once a year. It is difficult for some institutions to send someone, but non-participation diminishes the effectiveness of HSLIC. Recently there has been more emphasis on getting all HSLIC institutions on Docline. Suggestions were made for ways to encourage and to keep track of attendance. Cora will work on making certificates for attendance and Marj will look into the possibility of awarding SACCE credit.

C. **Mental Health Sciences Library** - This issue was tabled, as John had to leave. He will post information about it to the HSLIC listserv.

D. **RLM Network Members Survey** - John Stey requests all institutions that have not yet responded to do so ASAP. Region Reps are asked remind their people.

E. **NLM Grant** - Barbara says the April 1st deadline makes it impossible for HSLIC to prepare a proposal this round.

**VIII. Adjournment** - the meeting ended around 4 p.m.

Respectfully Submitted,

Emily Scribner

Emily Scribner, Secretary,
with thanks to Leslie Kelly
for help with note-taking