Minutes of the HSLIC Executive Board
Friday, December 12, 1997
St. Mary's Hospital, Lewiston

Present: Marj Anderson, Kathy Brunjes, Ramona Connelly, Happy Copley, Cora Damon, Barbara Harness, Sue Jagels, Patty Kahn, Leslie Kelly, Norm Patch, Dan Philbrick, Emily Scribner, Cindy White.

I. Call to order: Kathy called the meeting to order at 10:33 a.m.

II. Secretary's Report: Emily had sent out the minutes in advance by e-mail and everyone received them in readable format. The minutes were accepted as presented.

III. Treasurer's Report: Amy was not able to attend, but had sent her report to Kathy.
   HSLIC has three new members: Northern Maine Medical Center (Michelle Edwards), Houlton Regional Hospital (Patrice Lunnite), and Blue Hill Memorial Hospital (Suzanne Robb). The Board agreed to Amy's suggestion that Blue Hill pay half of the dues for this year, as they are joining so late.
   The budget shows income and expenses at a good place for this time of year.
   The Treasurer's report was accepted as presented.

IV. Committee Reports:

A. Education - The Committee has not met recently.
   The Board accepted Cora's offer to arrange a training session by the RML on Internet Grateful Med and PubMed. The VA would provide the site and the NN/NLM would provide the program, both free of charge. The only cost would be for food, probably a lunch. Cora will try to schedule it in March.

B. Maine Library Commission - Suellen says "really interesting things are going on."
   In attendance at the September meeting were a State Legislator, a State Senator, and people from Congressional offices in response to objections from some small public libraries to standards set by the Commission for awards of LSTA money. Sue was pleased by both the good discussion and the success of the Commission to defend its standards. At the Commission's November meeting, the main topic was the remaining work to be done on the Maine School and Library Network. With a large proportion of libraries now connected to the Network, NYNEX feels it's work is done; but in fact much remains to be done, notably upgrading equipment and training. A significant amount of money remains to be spent.
   The Commission is working on RFP's for the Maine InfoNet and they hope to know by the end of the summer what system will be used.
   Both Sue and Barbara have been keeping informed about the e-rate, but there have not been any recent developments.
   State Representative Pat Caldwell is sponsoring legislation to reinstate the per capita allocation to public libraries.
   There is now access to State government information through the State's Web site.

C. NAHSL - Happy passed out a written report of last week's Board meeting (attached) and pointed out highlights:
   1. The conference in Vermont was very successful; not only did it have excellent programs, but it made enough profit to offset NAHSL's loss at Greenwich last year.
   2. The return rate for the Benchmarking surveys is very disappointing. The deadline has been extended and all members who have not yet done so are being asked to respond.
3. The 1998 Conference to be held in Boston is being planned (and will be expensive).
4. They discussed the dreaded prospect of NLM discontinuing Elhill searching of Medline.

D. Newsletter - Barbara reported that:
1. The November-December issue cost $155.
2. The next deadline is December 26th. Barbara hopes to get it to the printer at the beginning of January. She requests that submissions be sent in electronic format, on disc, by e-mail, or by ftp.
3. Because the issue including the Manual updates used up such a large part of the money budgeted for the year's Newsletter, she may not put out as many issues as previously scheduled. In order to keep down costs of future issues, the Board decided the following:
   a. The only pages of the ILL section that would be sent out would be those supplementing the ILL Update already sent by Ed Donnald to all NNLM members.
   b. While revised fax and e-mail directories will be printed just once a year, changes will be reported on the listserv when received and listings on the Web site will be updated; a small list of changes will be printed in the Newsletter.
   c. The Board would like to have all changes in directory-type information reported to Amy, who would relay the information to the appropriate person(s). Kathy will ask Amy whether she would be willing to accept this responsibility.
4. The editor of the Connecticut Medical Librarians group initiated a Newsletter exchange with Barbara, who circulated sample copies of the Connecticut publication. Dan announced that the first Web version of the Newsletter was expected to be put up that day.

E. Resource Sharing - The Committee has not met recently.
Cindy had surveyed HSLIC members about their participation in the Maine School and Library Network, and she passed out a summary of the results (attached), which revealed "no surprises."

F. Archives - Marj says the Archives is "still sitting there." It did just acquire a new videotape, now available for loan, a recording of the recent broadcast on the telecommunications discounts for health care providers.

G. SACCE - Marj has heard nothing from or about SACCE for several months.

H. Scholarship - Sally was away, awaiting the arrival of a grandchild, but sent word that there was no Scholarship news.

I. Membership - John had e-mailed Kathy that since he has thrown himself whole-heartedly into public librarianship, he would like to be replaced as chairperson of the Membership Committee. Although he is willing to complete the new-member packet he began developing, Kathy suggested the new chairperson to take that over, too. Kathy has someone in mind for the position.
   As an expression of sympathy with John at the recent death of his sister, HSLIC will donate a book to her local public library. Kathy will arrange this.

J. Maine Library Association/Special Libraries Group - Norm is now HSLIC's representative, and has been briefed by Maryanne.

K. SCUM - Leslie will try to get the revised pages of the ILL section ready to send out with the next Newsletter. She will send copies of the Manual to the three new members. Kathy will send Leslie updated versions of the list of associations and the list of acronyms.

L. Web Page -
Dan is still working with Brian at the State's computer on making the Web site searchable.
He will put up the scholarship application form and will look into adding a program to count visitors to
the site.
He reiterated the Board's earlier decision to put on the Web minutes of the biannual membership
meetings but not of the Executive Board meetings.

V. Area Reports:

A. Region I - Ramona reported that:
   YORK - Construction is taking place to locate doctors' offices near the hospital. The hospital is
continuing to offer, and Ramona is continuing to enjoy, free Reiki therapy. She has not joined MSLN
because the hospital is developing its own Internet connection plans, but for the meantime the library uses a
commercial server for Internet browsing and CAPS for e-mail. She has had success using Back Med to get
and offer back issues of journals.
   The Maine Regional Library System Joint Council meeting, held at the Ramada in Lewiston, featured a
program on technology.
   MAINE MED - The Grand Rounds offered a well-received presentation by a Falmouth librarian on
bibliotherapy and using books with children.
   NORTHERN CUMBERLAND - Sally had problems with Docline for a while, but is now successfully
running it on the Internet.
   ST. JOSEPH'S COLLEGE - Pat Spellman has been very busy with distance education programs.
   USM - Cassandra is doing a lot of interlibrary loans.
   MERCY - Marj reported that the library has lost its afternoon person. At the same time business has
increased, and she is feeling discouraged by her inability to keep up. She is on two nursing committees and
the committee interviewing for a Chief Information Officer. Marj recently gave a presentation on ethics
and will do one on death and dying issues in January. The library acquired the CNN health series of
videotapes, which Marj plans to show to the hospital staff.

B. Region II
   STEPHENS - The State inspection brought eight inspectors for four days. For the first three days they
camped in the Medical Library; on the fourth day they paid a thorough visit to the Health Information
Resource Room, where they were very favorably impressed. Kathy also reported that her renovations are
in limbo while the hospital decides whether or not to move the Medical Library. The new shelves are built
and waiting to be installed no one knows where.
   ST. MARY'S - Happy is still switching all her CD-ROMs in and out of the old drive provided with the
original MaineCat, but she hopes to get a new computer with a CD drive next year. The hospital is
planning a class on death and dying, and Happy is involved with the pilot group.
   FRANKLIN MEMORIAL'S end-user computer station, with Internet, is finally usable, Emily says,
and gets a lot of use. It is an enormous help to have two computers, so that patrons can use one and the
librarians can work on the other. They are trying to select CD-ROMs for both medical professionals and
consumers.
   CMMC - Barbara reported on the many things going on: Their annual book fair was held just before
Thanksgiving. They are planning a focus group related to technology issues. The hospital will be opening
a breast cancer center; Maureen has been involved, helping identifying resources. Barbara has been going
through the hospital's training for doing the budget process on the computer. She also said that they are
now storing microfilm in cabinets and have several microfilm shelving containers to sell.

C. Region III - Cora reported news of the region:
   TOGUS - Judy says they are revisiting plans for consolidating all the libraries because patients
objected to having the patient library closed.
   MAIN GENERAL AUGUSTA - Nancy is involved in a videotape project which takes place partly in
the library. The building the library is in is going to be taken down, and Nancy doesn't know yet where the
library will be going.

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MAINE GENERAL-WATERVILLE - Cora is enjoying having Nancy as a colleague. Cora plans to take advantage of the relationship by leaving all her Decline transactions with Nancy while she vacations in DC. During her "vacation" Cora will stop in at NLM and straighten them out.

KVTC - Janet is reclassifying the collection from Dewey to LC and is doing massive weeding in the process.

INLAND - Janet is working Mondays only.
Cindy Williams is now at the State Library.

PEN BAY - Patty hosted the November meeting of the MidCoast Libraries group, at which the topics were the e-rate and consumer health resources. The Internet is becoming available in more places throughout the hospital. Patty was one of the instructors in an all-day class on Windows 95. Patty and her husband, Dr. Richard Kahn, are co-authors of two articles about to be published: one in the New England Journal of Medicine [Dec. 25, 1997, 357 (26): 1926-29] about The Medical Repository, an early medical journal, and the other on doing medical history research using the World Wide Web. Patty's greatest excitement, though, is over the birth of a grandchild at Thanksgiving time.

D. Region IV - First Cindy presented Pat's report:

EMMC - They once again have a full staff plus 3 volunteers (all men).

HUSSON - They are dealing with the end-of-semester flood of returned books. Their graduate nursing program is preparing for accreditation. They are about to get a new OPAC.

BLUE HILL - Welcome to the new member! Suzanne Robb is in the library 16 hours per week. She is working on getting Decline running.

Suellen reported for EMMC - They now subscribe to SPIN, a grant opportunity database, for $1,000 a year. The library has a presence on the hospital's system-wide start-up menu with forms people can use to place requests for library services. There is also a "Connections" page with live links to the World Wide Web organized by subject. Sue and Cindy are on the Web oversight committee.

E. Region V - Leslie summed up the big news of the North: "We're growing!"

NORTHERN MAINE MEDICAL CENTER just joined HSLIC.

HOULTON REGIONAL HOSPITAL - They are the other new HSLIC member. Patrice Lunnie is doing a lot of catching up on cataloging and policies.

UM FORT KENT - Leslie got a promotion after earning her MLS. The University has begun a fund raising campaign for an addition to the library. They are attracting more of our state students to the increased offerings of nursing courses on the Internet. Leslie will stay in touch with the new northern members.

VI. Old Business:

A. Cairns Award - A form for nominations for the 1998 award will be included in the next Newsletter and placed on the Web site. Nominations are due by March 1st. Once nominations are in, Kathy will appoint a committee to select the recipient. Happy volunteered to serve on that committee.

B. Stationery - Barbara had got quotes for letterhead and envelopes from Curry and Econo-Copy. The unanimous decision was to place an order with Econo-Copy, the lower bidder.

C. RML used computers - Sally at Northern Cumberland and Rebecca at Reddington-Fairview both obtained computers elsewhere before the RLM's became available. Now that the property release has finally been completed, Leslie will ask Northern Maine Medical and Blue Hill whether they could use one.

D. New membership brochures - discussed earlier under Membership Committee report.

VII. New Business:

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A. NAHSL '99 - Patty reported that five members involved in the conference planning attended a "Destination Maine" conference. Although they did not benefit from the workshops, it was helpful to see the vendors set up and to stay (at no cost) in the location where the NAHSL conference will be.

After some discussion it was decided to hold the opening reception in the main gallery of the Portland Museum of Art for $1,300.

The planners are still looking for a theme. They are also developing ideas for sponsors and events.

B. E-rate - Barbara will substitute for Kathy as HSLIC's representative at the upcoming meeting of the Maine Hospital Association President's Council. She will have the e-rate included in the agenda in order to raise awareness of the issue.

C. NLM's Technical Bulletin - The publication will be on the Web only, with the paper copy discontinued. The NAHSL Newsletter and the Maine Memo will do the same.

D. Video lending policy - Maine Med has announced that they will no longer lend videotapes through interlibrary loan because of the difficulty in identifying which are licensed for off-site use. St. Mary's and Franklin Memorial are willing to lend any videos that can be shared legally. Marj said that she has borrowed videos from U Conn for $20. The Resource Sharing Committee will survey members' policies on video lending.

E. Elhill searching - Kathy gave John Stye an official statement from HSLIC objecting to the discontinuation of Elhill, saying that Internet Grateful Med and PubMed are not as effective or efficient. John responded that he will take our message to the NLM. The very active listserv discussion has expressed the same feeling on the part of many librarians. The NLM was to have met to discuss the issue the same day as the HSLIC Board meeting.

F. Online database trial - The State Library arranged a 60-day free trial, going until mid January, of several online databases. Several of those present had tried them and offered their opinions on the pros and cons of various databases.

G. Future meetings - The Board will meet next in February, on Friday the 13th, at MaineGeneral in Waterville. It will meet again in March, on the same day as the IGM/PubMed workshop. The all-member Spring meeting will be held in June.

VIII. Adjournment - Kathy was congratulated for bringing the meeting to a close exactly at 2:30 as planned.

Respectfully Submitted,

Emily Scribner, Secretary