Minutes of the
MEETING OF THE HSLIC EXECUTIVE BOARD

Friday, September 18, 1998

Present: Happy Copley, St. Mary’s Regional Medical Center; Nancy Curtis, University of Maine; Cora Damon, MaineGeneral Medical Center; Jane Harris, Maine Coast Memorial Hospital; Sue Jagels, Eastern Maine Medical Center; Patty Kahn, Penobscot Bay Medical Center; Sally MacAuslan, Northern Cumberland Memorial Hospital; Dan Philbrick, Lewiston-Auburn College; Emily Scribner, Franklin Memorial Hospital; Patricia Spellman, Saint Joseph’s College; Cindy White, Eastern Maine Medical Center.

I. Call to Order – Cindy White: The meeting was called to order at 10:30AM at the Acadia Hospital in Bangor.

II. Secretary’s Report – Patricia Spellman: The minutes of the previous Executive Board meeting were approved as written.

III. Treasurer’s Report – Leslie Kelly: Leslie was absent, but Cindy White reported that the HSLIC bank account is in the process of being transferred from Fleet Bank to People’s Bank as approved by the Board via an e-mail vote this summer. Amy Averre (the previous Treasurer) is aware that the Fleet Bank account must be closed out in order to open the new account with People’s Bank. This will be done as soon as possible because bills are waiting to be paid and scholarship money needs to be awarded.

IV. Committee Reports

A. Archives – Marjorie Anderson: A report was not submitted.

B. Education – Cora Damon: The results of the survey regarding the education program for the Fall 1998 Membership Meeting were split, so the Committee has decided to present a 90 minute videotape on evidence based medicine. Cora will find out if CE credits will be available for this program. To make the topic more interesting, it was suggested that a speaker be included to offer commentary and answer questions. Patty Kahn will ask her husband, Dr. Richie Kahn of PenBay Medical Center, if he is interested in providing commentary to enhance the presentation. The fall 1998 Membership Meeting will be an afternoon meeting scheduled for Friday, October 23, 1998 from 1:00 PM – 4:00 PM at Togus. The meeting will be followed by the HSLIC 25th Anniversary Celebration to be held at the Augusta Country Club from 6:00 PM – 9:00 PM. (See Old Business for details.) An announcement regarding the Fall Membership Meeting will be placed on the HSLIC website.

C. Maine Library Commission – Sue Jagels: The Maine Library Commission is on the fast track this fall meeting once a month with subsets of the Commission meeting to attend to other projects. Innovative Interfaces, Inc. (I.I.I.) is one of the corporations bidding on the request for a statewide system of access. At this point it looks like the statewide system will be the I.I.I. proposal because there are too many vested interests in I.I.I. Some libraries may not participate if the I.I.I. proposal is not chosen. The goal of the statewide access system is to get as many libraries as possible to participate, and the prices being quoted are becoming reasonable making participation attractive. A Bond Issue will pay for the software so those libraries participating fully in the system will only have to pay maintenance fees and not software fees. The Maine Library Commission hopes to have the issue wrapped up by December. The federal e-rate legislation has stalled and is described as “seriously wounded.” There is a rumor that a “mini e-rate” bill has been introduced in the Maine Legislature, but Sue does not think it has been passed. She has searched for information on the bill but has not been able to find any mention of it. If this bill exists, libraries should be lobbying for its passage. The Legislature realizes the rate for a line is averaging $400 a month and that something must be done to make access affordable. It was suggested that health care organizations such as the Maine Hospital Association and Maine Health Alliance lobby the Legislature on the e-rate issue. The Board discussed having HSLIC
study the possibility of appointing a legislative liaison. Creating an Ad Hoc position should not involve changing the by-laws. Cindy will ask the membership if there is any interest in serving in this position. Lastly, the Maine School and Libraries Network has approved the appointment of Janet Harmon as a circuit rider.

D. NAHSL – Happy Copley: NAHSL has not met since June 1998. The Membership Chair, Cindy Taylor Stewart, formerly Reference Librarian at Dartmouth, has moved to Ellsworth, Maine. Jeannine Light has filled her position. NAHSL has been discussing who will have access to the data from their recent survey. Should the data be available only to hospital libraries? Should only those participating in the survey see the data? University libraries associated with hospitals would like the data and NAHSL is trying to figure out how to distribute it. The distribution of the survey results is still under discussion. The NAHSL Conference is next week and registrations are still being accepted.

E. Newsletter – Kathy Brunjes: Kathy could not attend the meeting but sent e-mail. October 31, 1998, is the deadline for the newsletter. She needs the news reports by October 29, 1998 for submission to the printer. She would like the news reports submitted via attachment using WORD or, preferably, WORD 7.0.

F. Resource Sharing – Emily Scribner: The Committee has been meeting via e-mail, and most of their efforts have been spent on the EBSCO database project. The results of the Committee’s survey indicate that in general members feel the proposal is too expensive. The Committee continues to monitor the changes in SERLINE and DOCLINE to see if HSLIC needs to take any action and will keep the membership informed of any developments. Emily has received a message from Karl Beiser regarding another round of trials of reference sources. He is asking libraries to let him know what they might like to use on a trial basis (BIP, Encyclopedia of Associations, etc.). The MULS updater contract specifies that the updaters submit quarterly reports, which they do not currently do. The reports are worthwhile but it is questionable as to if they are needed that often. The Committee has decided to change the contract to specify submission of reports on an annual basis.

G. SACCE – Marjorie Anderson: A report was not submitted.

H. Scholarship – Sally MacAuslan: Four scholarships for the NAHSL Conference totaling $550 have been approved. Janet Sibley (KVTC) has agreed to serve on the Committee.

I. Membership – Jane Harris: The Committee has not had much activity. They are currently working on the design and production of the HSLIC membership brochure. (See “New Business”)

J. Maine Library Association/SLG – Janet Bolduc: Janet Bolduc has agreed to serve as Chair of this Committee. No report was submitted.

K. SCUM – Dan Philbrick/Leslie Kelly: No report was submitted.

L. Automation – Dan Philbrick: The HSLIC graphic on the website has been changed to include the meaning of the acronym. The Board agreed that the webpage looks great. A webpage dedicated to the 25th Anniversary of HSLIC has been added; clicking on the “25th Year” can access it. The link appears evident. Dan is still working on the directory because he does not like its appearance. He requested a list of individual members to add to the directory. He thinks the fax page needs attention, and he has added a footer graphic, which provides user navigation to other sections of the website.

V. Area Reports: Written reports were submitted to the newsletter editor. During the presentation of the area reports, the Board discussed the possibility of having a round table discussion or panel on the use of Ariel for Interlibrary Loans at the spring 1999 meeting.
VI. Old Business

A. 25th Anniversary Party: The celebration will be October 23, 1998, from 6:00PM – 9:00PM at the Augusta Country Club. The invitation is on the website and the printed invitations will go out next week. It will cost $15 per person and spouses/friends are invited. The social hour will be from 6:00PM – 7:00PM followed by a buffet dinner that will include vegetarian selections. Anniversary buttons are available and will be handed out to HSLIC members to wear to the NAHSL Conference. Sue Jagels is working on a PowerPoint presentation. She is soliciting memories and photographs documenting HSLIC through the years.

B. Ebsco Group Purchase: See the Resource Sharing Committee Report. The Committee’s survey found that the general feeling among the membership was that the proposal was expensive. The Resource Committee will negotiate for a more viable proposal with EBSCO and make a point of encouraging members to participate in the trial. The Committee plans to evaluate the different pricing structures, work out the details and report back to the Board.


D. NAHSL ’99: The theme of the conference will be “Y2K? Ynot!” and a button designed around this theme has been produced. The information table at NAHSL ‘98 will have a HSLIC banner and buttons, brochures, posters, etc. will be available. Videotape about Maine from the Visitors and Conference Bureau will be playing as well. Some NAHSL members will be going to the Maine Destination Day trade show for conferences and staying at the Holiday Inn by the Bay to make sure everything is satisfactory. As chair-elect, Patty Kahn will become a member of NAHSL’s Finance Committee. The Conference Committee will start talking about the structure of the 1999 conference. A budget for the coming year leading to the conference has been produced using figures from previous years’ conferences. This budget includes a HSLIC contribution. In previous years HSLIC gave $2000. This figure would be part of the 1999 conference budget. The Board would like to wait for a Treasurer’s Report before committing to a monetary contribution to the conference. That contribution would have to be approved by the HSLIC membership at the spring 1999 meeting. At the NAHSL Education Committee meeting it was decided that the Education Chair of NAHSL should be from the hosting state. Cora Damon cannot chair both the Education Committee and the Exhibits Committee. It was the feeling of the HSLIC Board that NAHSL should choose their Education Chair.

VII. New Business

A. Membership Committee and Brochure: There has been confusion as to the purpose of the Committee. The Committee Chair, Jane Harris, asked the Board for direction. The original charge of the Committee was to develop criteria/guidelines for institutional and individual memberships. Once that charge was completed it was to disband. It was felt that the Committee should be on going because there are continuing membership issues. The Board suggested that the Committee keep current with membership openings, replacements and general HSLIC membership continuity. The Committee addresses problems with members not meeting contractual obligations by monitoring compliance with those obligations and bringing them back to the Board as an issue. A brochure is being designed to use as a marketing tool and to give new and prospective members guidelines. This may mean designing different brochures for individual and institutional memberships. It was suggested that the application be included with the brochure as a fold-in. Membership details will be included on the website. The Board discussed the possibility of providing a checklist of steps to take when becoming a HSLIC member; the checklist would include names and phone numbers of appropriate contacts.

VIII. Other: As the Cairns Award winner, Patty Kahn has been nominated by NLM to be included on a list recognizing outstanding librarians for National Medical Librarian Month (October). If First Search users want or need additional searches, Gary Pelletier has numerous searches available and is offering them to other HSLIC members. The next Executive Board Meeting will be held on November 20, 1998 at Acadia Hospital in Bangor.
IX. Adjournment: The meeting was adjourned at 2:20 PM.

Respectfully submitted,

Patricia Spellman
Secretary