HSLIC Fall Meeting
Southern Maine Community College Midcoast Campus, Brunswick
November 04, 2016

Barbara Bartley (Kennebec Valley Community College), Susan Bloomfield (Individual Member), Janet Bolduc (Central Maine Medical Center), Jeff Christiansen (Central Maine Medical Center), Deb Clark (Maine State Library), Wanda Cote (Central Maine Medical Center), Greg Curtis (University of Maine), Nancy Curtis (University of Maine), Shelly Davis (St. Joseph’s College), Carin Dunay (Southern Maine Community College), Beth Dyer (University of New England), Chris Fleuriel (VA Togus Maine Healthcare System), Allison Herrera (NN/LM, NER), Ann Jordan (Jackson Laboratory), Heather Kemp (Maine Medical Center), Dina McKelvy (Maine Medical Center), Susanna Pathak (Husson University), Matthew Revitt (University of Maine), Christie Stuntz (Mid Coast Maine), and Stephanie Zurinski (Maine State Library).

1. **Call to Order:** HSLIC Chairperson Chris Fleuriel called the meeting to order at 9:45 AM. A quorum of voting members were present.

2. **Introduction of members, guests:** Members and guests introduced themselves.

3. **Secretary’s Report:** Matthew Revitt & Christie Stuntz

   Shelly Davis made a motion to
   
   “Approve the minutes of the June 6 member meeting.”

   Beth Dyer seconded the motion. Of the 12 voting members present at the meeting, 12 voted to approve the secretary’s report. The motion was approved.

4. **Chair’s report:** Chris Fleuriel reported that two more hospital libraries have closed, but that on the upside Susan and Chris’s article in the *Portland Press Herald* on health science librarianship has been positively received. Chris has contacted the Medical Library Association (MLA) and the North Atlantic Health Sciences Libraries, Inc. (NAHSL) regarding the article. Susan reported that the article had received national exposure.

   Chris delivered presentations at Curtis Memorial Library (Brunswick) on health literacy, both for library staff and patrons. Chris plans to go back to Curtis twice annually to deliver presentations. Chris will also be delivering a presentation on health literacy at the 2016 Maine Library Association’s (MLA) Annual Conference (November 14-15). HSLIC will also have a booth at the Conference.

5. **Treasurer’s Report:** Greg Curtis

   **Income since Spring Mtg (May 6) - $1,280.00**
   **Scholarships - $600.00**
Archives Project - $172.00  
Spring Mtg Expenses (speaker, etc.) - $933.25  
Renewal of HSLIC mailbox - $276.00  
Travel - $91.74  
Mini-grants (St. Joseph's College) - $375.00  
Administrative - (awards, MLA table) - $209.09  
**Current balance - $12,038.03**

**HSLIC Proposed Budget 2017**

**Beginning balance Jan 1, 2017 (estimated)* - $11,513.03**

**Income –**  
Membership Dues (estimated) $4,600.00

**Expenses –**  
Programs & Education $1,500.00  
Scholarships $2,000.00  
Mini-grants $500.00  
Mailbox and other office supplies $350.00  
Travel $500.00  
Other  
Archives?, etc. $200.00

**Total Expenses** $5,050.00  
**Estimates difference Dec 31, 2017** -$450.00  
**Estimated balance Dec 31, 2017** $11,063.03

*January 2016 beginning balance $11,067.11

Nancy Curtis made a motion to

“Approve the budget.”

Beth Dyer seconded the motion. Of the 12 voting members present at the meeting, 12 voted to approve the budget. The motion was approved.

Greg will contact academic institutions again to see if they are interested in joining or rejoining HSLIC. University of Maine at Presque Isle, Northern Maine Community College, and York County Community College have all previously expressed interest in rejoining HSLIC. The estimated member dues in the budget are based on current membership numbers and do not take into account potential changes in HSLIC membership. Chris has also spoken at a Maine Shared Collections Cooperative (MSCC) meeting promoting membership in HSLIC. A discussion then ensued regarding when the best time is to contact academic institutions to ensure HSLIC membership is included in budgetary planning.

6. **Committee Reports**

   A. **HLAG**: Christie Stuntz
- No report, because the group has not been active. A discussion ensued regarding HLAG and whether its activities have been consumed into other groups. Allison Herrera will check on the status of the group and report back to HSLIC.

B. **Archives:** Shelly Davis
- Over the summer, Shelly’s illustrious student worker, Develan Abbott, completed the scanning and uploading of all reports (committee, delegate and officer) as well as budget documents. (This completed the contract HSLIC had with him for his assistance with this project.) A new tab was created on the website – Archives; this is where all of this content resides. What remains for scanning is mainly small number of historical documents (re: the founding of HSLIC) and some other miscellanea. As Shelly no longer has Develan’s assistance, she will be wrapping up this last bit herself as time allows.

  An Archives issue to consider in the (near) future - Secure back-up of the content on the website. Right now, Shelly copies of everything on a USB drive, but that seems a bit sketchy.

  Shelly plans on speaking with Adam Fisher from the Maine State Library regarding loading HSLIC records to Digital Commons and contributing them to the Digital Public Library of America. A discussion then ensued regarding the backup of HSLIC data which is a separate issue to the discoverability of materials.

C. **Maine InfoNet Board:** Doug Macbeth
- Doug did not attend, no report. Dina was disappointed about Maine InfoNet’s process (or lack thereof) for getting a statewide NEJM subscription.

D. **Maine Library Commission:** Cora Damon
- Cora did not attend, no report. Cora will be retiring in approximately November 2017 and will be stepping down from the Commission. Barbara is interested in joining the Commission as Cora’s replacement. A discussion ensued regarding non-librarian representation on the Commission.

E. **NAHSL:** Beth Dyer

1. **NAHSL Executive Board**
   Executive Board changes take place at the annual business meeting held at the NAHSL Annual Conference. Elections in New Haven a couple weeks ago included:

   Chair-Elect (3 year term): Ellen Brassil, Baystate Health NAHSL Nominee to the MLA Nominating Committee: Denise Hersey, Cushing/Whitney Medical Library Yale University Debra Berlanstein from Tufts will be the Chair for 2016-17. For a list of all officers and committee chairs see: [http://nahsl.libguides.com/executiveboard](http://nahsl.libguides.com/executiveboard)
The NAHSL Executive Board meets quarterly. The current system is every other meeting in person in Worcester and others are done virtually via Adobe Connect. The most recent Executive Board meeting was held online on September 16, 2016. All reports related to that meeting are posted online at: http://nahsl.libguides.com/Executive_Board

The first meeting of the new Board will take place December 2, 2016 in Worcester.

2. NAHSL Conference

Conference 2016: NAHSL 2016 conference was held October 23-25, 2016 in New Haven, CT. There were 113 people registered, with 15 for Monday only.

NAHSL gave out 14 funding awards to help members to attend the conference. Awardees are required to blog about their experiences, and the first post is by HSLIC’s own Chris Fleuriel https://nahsl.wordpress.com/2016/10/31/back-in-the-right-frame-of-mind/.

Conference 2017: NAHSL 2017 will take place October 20th, 2017 at Waltham Woods in Waltham, MA. Theme: Blazing the Trail. There will be no separate CE day during the 2017 conference. It will be a true one day conference. It is hoped that this format will enable more people to attend as costs will be lower for registration, and overnight stay will not be required unless desired by those traveling long distances. HSLIC members who don’t normally attend NAHSL are encouraged to think about attending this one-day conference next year. HSLIC has professional development funds that can help with registration and travel, and there will probably be some car-pooling opportunities.

Future Conferences: The new model for future conferences is a full, traditional conference will be held every other year (2016, 2018, etc.) planned by a central committee rather than placing the burden solely on NAHSL members in the hosting state. It is hoped that members from the host state will of course be involved in local arrangements and hospitality planning. An abbreviated conference format (one-day) will be held on alternating years, beginning in 2017, in a central location. 2018 will be the 60th Anniversary of NAHSL, so there should be some special activities at the 2018 Conference.

Archives: Dina McKelvy donated photos from the 2009 NAHSL Annual Conference, the "year of Elvis," to the NAHSL Archives, so rest assured those will be preserved for future generations!

Membership: Currently 174 members; 13 from Maine.

Professional Development: The Jay Daly award went to Donna Belcinski who submitted a request for $1,000 to help fund the NAHSL Narrative Project. A professional videographer started the project by recording stories at the NAHSL 2016 Conference, and the project is ongoing. FMI see NAHSL Libguide Executive Board page http://nahsl.libguides.com/content.php?pid=148095&sid=1259274.

Attendees discussed the possibility of having virtual HSLIC meetings.
Attendees discussed education offerings from the National Network of Libraries of Medicine. Allison Herrera will look into the offerings and report back to HSLIC.

**F. Online Services Report:** Sofia Birden
- Sofia did not attend, no report. Sofia has fixed the issue of images not rotating on the HSLIC LibGuide. Matthew has been adding member meeting minutes to the HSLIC webpages.

Attendees reviewed the map of HSLIC members that Sofia loaded to the HSLIC LibGuide. The map will need updating to reflect changes in HSLIC membership.

**G. Professional Development:** Barbara Bartley

<table>
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<tr>
<th>HSLIC Scholarship Grants</th>
<th>2016</th>
<th>Budget</th>
<th>Available</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>$2,000.00</td>
<td>$1,100.00</td>
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No scholarship to exceed $300 per institution or $100 per individual member per HSLIC FY

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Event</th>
<th>Amount</th>
<th>Report Received</th>
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<tbody>
<tr>
<td>Elizabeth Dyer</td>
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</tr>
<tr>
<td>Lia Horton</td>
<td>St Joseph’s</td>
<td>ALA</td>
<td>$300.00</td>
<td>Y</td>
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<tr>
<td>Carin Dunay</td>
<td>SMCC</td>
<td>NELA NELLS II</td>
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Total Requests $900.00

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<tr>
<th>Food Service</th>
<th>Gift for Speaker(s)</th>
<th>Speaker Fee</th>
<th>Space Rental</th>
<th>Supplies</th>
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<td>Spring 2016, Husson</td>
<td>$533.26</td>
<td>$225.00</td>
<td>$125</td>
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<tr>
<td>Fall 2016, SMCC</td>
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Spring 2017
Fall 2017

Spring 2018
Fall 2018
Barbara had overspent on the Spring and Fall member meetings. Husson charged a rental fee for the Spring meeting. Barbara would like to have paid programming for future HSLIC meetings. Possible ideas for future meetings include: lightening rounds, use of social media, and infographics.

The Professional Development Committee approved (via email) a $500 grant for Shelly at St. Joseph’s College for a Tabletop Display Board, 3 Panels with a carrying case, Acrylic Sign Holders w/ Hook & Loop Fasteners for Display Boards. Shelly’s description:

“Admissions event, we are asked to be present for a “campus fair" and staff a table about the Library-Learning Commons. Prospective students and parents visit the tables to learn more about the College. We have been using a foam tri-fold display for our table. While we do our best to make it look good, a more professional display system would certainly help us make a better impression! “.

Shelly only needed $375 for the equipment.

H. Publicity: Carin Dunay
- The link to the HSLIC cookbook has been taken down from the HSLIC LibGuide. The responsibility to update the cookbook will need to be removed from the HSLIC Policies and Procedures document.
- Carin is willing to continue as the editor of the HSLIC newsletter. Attendees thanked Carin for her work on the newsletter.
- Carin plans to keep track of what events are happening that she should be making HSLIC members aware of.

I. Resource Sharing: Megan McNichol
- The NEJM 2016-2017 subscription is finalized.
- A Group Licensing Initiative offered through HSLANJ will be opening to MAR, SE/A and the NER starting in the spring of 2017. Megan will have more information for this group early next year.
- Any library wanting to join these current groups email Megan: mmcnichol@emhs.org
- R2 Digital Library is a HSLIC group purchase.
- StatRef offers a 10% discount for HSLIC
J. Maine State Library Update: Deb Clark
- Janet McKenney will be delivering an update on Maine State Library (MSL) activities at the Maine Library Association’s Annual Conference. The update will include the change from regional to statewide subject specialist consultants.
- Personnel changes: Lisa Shaw has been appointed Rural & Small Libraries Specialist, MSL is looking at the early learning role following Shannon Schinagl’s departure, and Kristi Bryant has been hired as the program manager for the historical newspaper grant.
- Grants include: digitization of master microfilms of Maine newspapers (Peggy O’Kane is the current contact) and a 3 year grant from IMLS which Chris Dorman is managing for STEM resource centers.
- MSL have been actively involved in Research Institute for Public Libraries (RI Pulse) project which non-publics can also learn from.
- Finished projects include ILEAD and MI-FI project for hot spots.
- Adding Berwick libraries to MILS.
- Income tax checkoff.
- MSL have participated in the ALA libraries transform and “Because” campaigns.
- MSL worked on pilot project implementing recommendations from The Aspen Institute’s “Rising to the Challenge: Re-Envisioning Public Libraries.”
  http://www.libraryvision.org/
- Web Junction series “Health Happens in Libraries: Health Information Resources for Library Staff”.
- Chris Boynton has delivered a presentation on engaging with blind patrons.
- MSL took the “Tick-Free ME” challenge.
- Virtual chat services pilot underway.
- Public maker space including 3D printers and digitization work remain popular.

- New coordinators have been appointed, including Allison who in August was appointed the new Technology and Communications Coordinator for NNLM NER.
- Allison has been working on a new website for NNLM NER.
- The funding model for NNLM NER has changed.
- Updates on NNLM NER will be included in newsletters, social media, and on their website.
- There will be a New England regional spotlight in NNLM NER newsletters.
- Grant projects are available for technology; UNE received such a grant for VER.

  Nancy would like webinars to be available for viewing outside of Massachusetts. Allison explained the licensing terms regarding webinars which affect how they are streamed, but she will look into filming more in Maine.

  Allison confirmed for Ann that weekly updates are only sent via email.
8. Old Business

A. Logo Design
   - Did not get to.

9. New Business

A. Presentation of officer slate & Election of officers
   - The board positions of chair, vice chair, and secretary were up for election. The chair made the decision to postpone voting on the new slate of HSLIC board officers until after lunch. Chris indicated she would like to step down as chair, Heather indicated she would like to step down as vice chair, and Matthew indicated he would like to be considered again for secretary.

HSLIC Chairperson Chris Fleuriel adjourned the meeting at 12:15 PM.
Submitted by Matthew Revitt, Secretary.