HSLIC Fall Meeting  
Kennebec County Community College  
November 3, 2017

Barbara Bartley (Kennebec Valley Community College), Sofia Birden (University of Maine at Fort Kent), Janet Bolduc (Central Maine Medical Center), Wanda Cote (Central Maine Medical Center), Deb Clark (Maine State Library), Nancy Curtis (University of Maine), Shelly Davis (St. Joseph’s College), Beth Dyer (University of New England), Evelyn Greenlaw (University of Southern Maine), Ann Jordan (Jackson Laboratory), Stephen LaRochelle (Kennebec Valley Community College), Doug Macbeth (Jackson Laboratory), Linda Menard (The Aroostook Medical Center), Dina McKelvy (Maine Medical Center), Susanna Pathak (Husson University), Matthew Revitt (University of Maine)

1. **Call to Order:** HSLIC Chairperson Beth Dyer called the meeting to order at 10 AM. A quorum of voting members was present.

2. **Secretary’s Report:** Matthew Revitt

   1. **Shelly Davis made a motion to:**

   “Approve the meeting minutes from both the fall 2016 and spring 2017 general meetings”

   Beth Dyer seconded the motion.

   No Discussion.

   Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

3. **Chair’s report:** Beth Dyer:

   **Future of HSLIC**

   The Board has spent a lot of time and energy over the past year assessing where HSLIC has been, where it is today, and where it may be going in the future. The Board presented its findings at the Spring General Membership meeting last June, and recommended that HSLIC dissolve its organizational structure and reorganize as a Special Interest Group of the North Atlantic Health Science Libraries (NAHSL). HSLIC had a facilitated discussion together that explored ideas and questions around following the recommendation. At the afternoon business meeting, members voted to direct the HSLIC Board to investigate the details of becoming a SIG of NAHSL, and to do the same investigation for becoming a SIG of the Maine Library Association (MLA). Over the summer, the Board did the research. The Board met by conference call with the President of the MLA (Alisia Revitt). The Board approached NAHSL, and their Board appointed a
task force to explore the possibility and work out the details. The NAHSL Task Force included Beth Dyer as HSLIC Chair, Dina McKelvy as HSLIC Vice-Chair, Debra Berlanstein (NAHSL Chair), Ellen Brassil (NAHSL Chair-Elect), Jessica Patterson (NAHSL Bylaws Chair), Anne Fladger (NAHSL Treasurer), and the state representatives – Beth Dyer for ME, Maureen Dunn for NH/VT, Dan McCloskey for MA, Bill Anger for RI, and Wendy Urcuioli for CT. The Task Force met several times and came up with recommendations that NAHSL form the Maine SIG and treat it as a pilot project for the first year to evaluate how things go. The following motion was made to the NAHSL Board and passed:

That the NAHSL Board:
- accept the Task Force report for HSLIC Maine becoming a SIG,
- support a one year (2018) pilot of the Maine SIG, and
- consider the recommendations from the report over the coming year.

As part of the business meeting at the NAHSL conference on October 20, 2017, Dina McKelvy shared information with the members regarding the task force, its recommendations, and the approved motion. There is support from within NAHSL to try this model, and other state organizations are watching closely, particularly those for whom this might be also be an option, such as the NH/VT group that dissolved several years ago. After this research, the HSLIC Board continues to recommend that HSLIC reorganize as a Special Interest Group of the North Atlantic Health Science Libraries (NAHSL). However, the Board proposes that HSLIC maintain its organization and budget for another year during the pilot year of being a NAHSL SIG, in case HSLIC want to return to the way things were or try another tactic. The last step in this process is approval by the HSLIC membership, which will be a major focus of the November 3 meeting.

The HSLIC Board will ask members to:
- Approve a 2018 budget that includes funding to pay for one year of NAHSL membership for any members who would like to try the SIG.
- Approve a one year pilot project to be a SIG of NAHSL.
- Approve bylaws changes that reflect a pared down HSLIC Board and activities, and the NAHSL SIG trial.
- Vote for a 2018 HSLIC Board that will be small and probably only include executive officers.

**Changes in HSLIC Membership**
Sad to say goodbye to Chris Fleuriel, HSLIC’s 2017 Cairns Awardee, and wish her well in her new home and job in Albuquerque. Also sad to hear that the librarian position at Dorothea Dix Psychiatric Center was eliminated, and though all will miss Ruth Mare at NAHSL meetings, are happy to know she was given a different position at the organization.

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

HSLIC Proposed Budget 2018
Beginning balance Jan 1, 2018 (estimated)* ($12,000.00)

Income
Membership Dues (estimated)
Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAHSL memberships</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>30 people at $50 each</td>
<td></td>
</tr>
<tr>
<td>Programs &amp; Education</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Scholarships</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Mini-grants</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Mailbox and other office supplies</td>
<td>$350.00</td>
</tr>
<tr>
<td>Travel</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

Total Expenses $8,050.00

Estimates difference Dec 31, 2018 $(3,450.00)

Estimated balance Dec 31, 2018 $8,550.00

*January 2017 beginning balance $11,616.02

2. Ann Jordan made a motion to:

“Increase the scholarship line from $3,000 to $5,000”

Evelyn Greenlaw seconded the motion.

Discussion: The Board discussed how remaining HSLIC funds can be used for the benefit of HSLIC members rather than contribute to NAHSL, one example discussed was scholarships to attend the Medical Library Association conference.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

3. Dina McKelvy made a motion to:
“Increase the mini-grants line from $1,000 to $3,000”

Shelly Davis seconded the motion.

Discussion: Ann discussed the rules that might complicate issuing more in mini-grants. Doug wondered why HSLIC were waiting to join NAHSL. The consensus was that the pilot project would give both NAHSL and HSLIC time to assess what they are both getting out of the project.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

17. Evelyn Greenlaw made a motion to:

“Approve the 2018 budget with changes to raise the scholarship line from $3,000 to $5,000 and raise the mini-grants line from $1,000 to $3,000”

Linda Menard seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

HSLIC will have $4,500 funds remaining if it spends as budgeted.

5. Committee Reports

A. Archives: Shelly Davis

No Report. The Board discussed that per the HSLIC bylaws “The HSLIC archives will be donated to NAHSL.” Ann wondered whether the archive should be instead donated to the Maine State Library so it stays in the state. Deb confirmed that if MSL hosted the archive it could be contributed to the Digital Public Library of America. Shelly explained that the digital archive is already hosted by NAHSL and that little physical content remains. Some attendees felt that there is content in the newsletters which is of a personal nature and thus shouldn’t be shared outside of the current HSLIC password protected area of the LibGuide.

B. Membership: Greg Curtis

No Report. A membership list is on the HSLIC LibGuide.

C. Online Services Report: Sofia Birden
No Report. NAHSL has moved to LibGuide Version 2 which means the event box on the HSLIC LibGuide will be replaced by December 4th with a standard box.

D. Professional Development: Barbara Bartley
There is still $500 available for a mini-grant (two months left to spend). The following scholarships were given in 2017:

- $200 to Janet Bolduc (CMCC) for attending MAHSLIN
- $500 to Dina McKelvy (MMC) for One Button Studio Support
- $160 to Sofia Burden (UMFK) for HSLIC Fall 2017

E. Publicity: Carin Dunay
No Report. The deadline for the newsletter is early November. Carin is willing to continue editing the newsletter as a volunteer during the NAHSL pilot project. The consensus of the HSLIC membership is to continue with the newsletter. Beth mentioned that HSLIC could also consider having a NAHSL blog.

F. Resource Sharing: Megan McNichol
No Report.

6. Delegate Reports

A. Maine InfoNet Board: Doug Macbeth
Doug has reported to the Maine InfoNet HSLIC’s plans for the NAHSL pilot project. Maine InfoNet are happy for Doug to remain on the Board as the representative for special libraries. Doug will ensure HSLIC libraries are made aware when he resigns from the Board. Doug also reported that the Board had been discussing the transition from Overdrive to Bibliotheca.

B. Maine Library Commission: vacant
The State of Maine Governor has not moved forward with appointments to the Commission, so there are still a number of vacancies. Barbara Bartley is no longer interested in applying to replace Cora Damon on the Commission.

E. National Network of Libraries of Medicine New England Region Update
No Report.

G. NAHSL: Beth Dyer
Beth, Dina, Heather Kemp, and a representative from UNE attended the NAHSL Conference. Beth reported it was a good conference particularly the keynotes and there were about 100 attendees.
J. Maine State Library Update: Deb Clark
- MSL have submitted their LSTA 5 year plan
- The state budget is tight, so there are no big projects planned
- There are strategic teams looking at the: ARRC system, MARVEL databases, digitization, and data & storytelling.
- SCOOP renewal discussions are ongoing
- MSL hosted a regional RIPL Conference (about 20 attendees)
- The leadership program has been revamped, including a focus on community partnerships
- The Maine Public Library Fund mini-grants are still available, academic libraries could be eligible if they partner with a public library. The fall deadline is November 10th and there are $5,000 funds available. There are $22,000-23,000 fund available this cycle (including spring deadline).
- Transition from Overdrive to Bibliotheca – Maine InfoNet are speaking to Amazon regarding Kindles and building up the collection.
- Maine InfoNet are hoping to get a grant that would allow them to appoint another staff member and work on bringing new libraries into MILS
- Old Orchard and Springvale are the newest MILS libraries
- Yarmouth and Maine Maritime Academy are coming on to Minerva
- Deb is getting her LEAN certification
- Deb confirmed for Ann that there are still regional training programs in nine Maine districts.

7. Old Business

A. Results of Board work re: NAHSL SIG, MLA SIG – vote on future direction
Beth and Dina reported again on the Board’s investigations into becoming a NAHSL SIG and MLA SIG which they had been asked to do at the spring membership meeting. Based on this research the Board recommended that HSLIC become a NAHSL Special Interest Group.

4. Evelyn Greenlaw made a motion to:

“Move ahead with the NAHSL pilot project”

Nancy Curtis seconded the motion.

Beth confirmed that HSLIC will still need to have some business meetings during the pilot period. It’s likely that after the 2018 pilot period HSLIC members will need to pay to attend HSLIC continuing education meetings.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.
8. New Business:

A. Proposed Bylaws changes

Dina presented proposed bylaw changes for HSLIC going forward during the NAHSL pilot period.

5. Barbara Bartley made a motion to:

“Approve Article I of the Bylaws”

Shelly Davis seconded the motion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

6. Nancy made a motion to:

“Approve Article II and not correct typos during the review, but instead have someone proof read the Bylaws following the meeting”

Doug MacBeth seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

7. Beth Dyer made a motion to:

“Approve Article III: Section 1 of the Bylaws with the word “services” added in-between library and resources”

Shelly Davis seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

8. Susanna Pathak made a motion to:
“Approve Article III: Section 2 of the Bylaws”

Sofia Burden seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

9. Beth Dyer made a motion to:

“Approve Article III: Section 3A of the Bylaws”

Shelly Davis seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

10. Beth Dyer made a motion to:

“Approve Article III: Section 3B of the Bylaws”

Barbara Bartley seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

11. Shelly Davis made a motion to:

“Approve Article III: Sections 4, 5, and 6 of the Bylaws”

Nancy Curtis seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.
12. Shelly Davis made a motion to:

“Approve Article IV of the Bylaws”

Evelyn Greenlaw seconded the motion.

Discussion: Nancy asked who will make required changes to HSLIC policies and procedures. Dina responded that the chair of HSLIC will look at changes and Beth commented that at NAHSL representation she would also look at what changes needed to be made.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

13. Evelyn GreenLaw made a motion to:

“Approve Article V of the Bylaws”

Nancy Curtis seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

14. Shelly Davis made a motion to:

“Approve Article VI of the Bylaws”

Evelyn Greenlaw seconded the motion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

15. Beth Dyer made a motion to:

“Approve Article VII of the Bylaws”

Sofia Burden seconded the motion.

No Discussion.
Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

16. Linda Menard made a motion to:

“Approve Article VIII of the Bylaws”

Susanna Pathak seconded the motion.

No Discussion.

Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

HSLIC Chairperson Beth Dyer adjourned the meeting at 11:50 AM.
Submitted by Matthew Revitt, Secretary.
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1. **Call to Order:** HSLIC Chairperson Beth Dyer called the meeting to order at 11:50 AM. A quorum of voting members was present. This was the first meeting under the revised HSLIC bylaws.

2. **Presentation of officer slate and election of officers**

   1. Shelly Davis made a motion to:

   “Approve the 2018 slate of officers, Greg Curtis as vice chair and treasurer and Dina McKelvy as chair and secretary”

   Beth Dyer seconded the motion.

   No Discussion.

   Of the 12 voting members present at the meeting, 12 voted to adopt the motion. The motion was approved.

HSLIC Chairperson Beth Dyer adjourned the meeting at 12:00 PM.
Submitted by Matthew Revitt, Secretary.