HSLIC Executive Board Meeting
December 15, 2017
9:30 AM – 12:30 PM
Kennebec Valley Community College, Fairfield, ME

Members present: Barbara Bartley, Sofia Birden (on phone), Greg Curtis (on phone), Shelly Davis (on phone), Carin Dunay, Beth Dyer, Dina McKelvy (on phone), Matthew Revitt (on phone)

Members absent: Doug MacBeth, Megan McNichol,

1. Call to Order: HSLIC Chairperson Beth Dyer called the meeting to order at 9:35 AM. A quorum of Board members was present.

2. Chair’s Report – Beth Dyer

Beth didn’t have a written report, but will be submitting an update on discussions with NAHSL for the HSLIC newsletter. Beth was unable to attend the part of the NAHSL meeting where they discussed HSLIC, but Dina (who hadn’t joined the meeting at this point) would be able to update the Board.

3. Secretary’s Report – Matthew Revitt

There were no Board meeting minutes to approve since the Board had not held an official business meeting since March 2017 and those minutes had already been approved. Matthew will email the minutes of the November 3rd member meeting to the full HSLIC membership listserv for review. Beth will then make a motion to approve the minutes. Since the scaled down Board will no longer be holding regular meetings, Matthew will email the minutes from today’s meeting to the Board for approval.

4. Treasurer/Membership Report – Greg Curtis

HSLIC membership deposits $0.00

Administrative
   Mailbox renewal $281.00

Scholarships
   Nancy Curtis – Scholarship $85.00

Travel
   Sofia Burden – meeting $131.37

Meeting Expense
   KVCC November 3 $383.40
5. Committee Reports

a. Archives Report – Shelly Davis

No report, but the Board did discuss the possibility of contributing the HSLIC archive to the Digital Public Library of America. While an argument can be made for making this material available to researchers Matthew expressed doubts regarding the material being in the DPLA’s cope of interest. Shelly will discuss the DPLA option further with the Maine State Library. Matthew also felt it wouldn’t be material that was appropriate for UMaine’s Digital Commons. The material can stay being hosted digitally by NAHSL for the foreseeable future, but there is little chance that NAHSL would want to accept new physical material as they are currently looking for a new home after Harvard University decided to no longer retain NAHSL’s current archive.

b. Online Services Report – Sofia Birden

Sofia will hand over responsibilities for communications and online services to Beth. They will meet in the next few weeks to discuss the hand over and the possibility of hiding HSLIC forms during the pilot project and just keeping the LibGuide for news.

c. Professional Development Report – Barbara Bartley

Scholarships: Nancy Curtis (UMaine) $85 for MEDLIB webinar.

d. Publicity – Carin Dunay

Submissions for the newsletter were sparse, but Carin will still publish next edition. Carin volunteered to continue producing the newsletter if needed, probably only 1-2 x per year, but will wait to see what the SIG members would like to do for communication.

e. Resource Sharing Report – Megan McNicol

No report

f. NAHSL Rep Report – Beth Dyer
No report.

g. Maine InfoNet Report – Doug MacBeth

No report.

6. Old Business

a) Next steps in NAHSL SIG Pilot

For 2018 HSLIC members will be asked to join HSLIC at the regular rate and as part of the membership they automatically can have up to three staff members join NAHSL for one year. Greg will change the membership form to reflect this and ask for any additional information NAHSL need. A cover letter will be added explaining the NAHSL pilot and membership. HSLIC membership renewals trickle in up to the summer, so Greg will send three checks to NAHSL for member payments. Greg will speak to the NAHSL director to agree on the process.

Greg and Matthew thought that 1-2 UMaine staff would likely join NAHSL. Carin was unsure about SMCC.

The Board discussed how success would be measured for the pilot including: attendance at member events, surveying members (Greg, Dina, and Beth to work on), participation in continuing education, attendance at the HSLIC conference, review against the “non-negotiables” agreed at the spring member meeting, and freedom to discuss health librarianship rather than governance of HSLIC.

The Board discussed the possibility of meeting at the MLA conference.

HSLIC agreed at the November 3rd member meeting to increase the mini-grants line from $1,000 to $3,000 and the scholarship line from $3,000 to $5,000. The Board will need to discuss how to distribute any remaining HSLIC funds per the revised bylaws.

In 2018, Greg will be HSLIC and vice chair and Dina will be chair and secretary, and Beth will be the NAHSL rep. The three agreed to meet virtually as needed, with no committees, reports, etc. reaching out to individuals on an ad-hoc basis when help is needed.
7. New Business

a) Best time to convene HSLIC members in 2018

The Board agreed on November 16th as the date of the next HSLIC member meeting. This date is 2 ½ weeks after the NAHSL conference and doesn’t appear to clash with other Maine library events. Greg will explore whether UMaine can host the event.

HSLIC Chairperson Beth Dyer adjourned the meeting at 10:45 AM.
Submitted by Matthew Revitt, Secretary.