

ARIHSL Business Meeting  
 Butler Hospital  
 9/20/06 @ 3:00pm

**Present:** William Anger, Cheryl R. Banick, Joyce Boyd, Fred Brown, Janet Crager, Ruthann Gildea, Mark Goldstein, Pat Gorman, Frank Kellerman, Nicola Pallotti, Tovah Reis, Jim Salisbury, Regina Swanson, Susan Warthman, and Mary Zammarelli

- **Minutes:** The minutes of the June 21, 2006 were approved after minor corrections were made. Next, a brief discussion took place regarding attachments to minutes. It was decided that all attachments to the minutes of the meeting should be distributed, reviewed and approved with the minutes; especially in light of the fact that most of the attachments are referenced within the minutes and are relevant to the business of the Association.

**Announcements:**

- Mary welcomed Joyce Boyd to South County Hospital, ARIHSL, and the library community. Joyce Boyd started working at South County Hospital on 9/25/06. She has had experience in school librarianship and has worked part-time at CCRI. Mark Goldstein will send Joyce a copy of the “Hospital Librarian Orientation Packet”.
- Mary Ann Greene has resigned from RWMC, effective 8/10/2006. The interviewing process is continuing and they hope to have a new librarian by the end of the month.
- Michael Havener has stepped down as Dean of GSLIS at URI. Gail Eaton is the new Dean.
- Lifespan Library has posted a 20-hour professional position for Women and Infants Hospital. Bill Anger will move over to The Miriam Hospital and Reggi Swanson will be working at Rhode Island Hospital full-time.
- Brown University is having a vendor fair on October 25, 2006 from 9:30 to 4:30. Everyone is invited to attend and meet with vendors such as Ebsco, ISI, Elsevier, and NEJM.
- Brown took some of the journals and books from the Department of Health library.
- Mary has not been able to actually talk to Deb Porrazzo at the DOH, but Deb left a voicemail message indicating that she could not attend this meeting. As it stands now, the RI Department of Health has decided to move from a traditional physical library collection and facility, to a virtual library. Deb was asked to submit a plan in mid-August to dismantle the collections of the DOH library, which she did. Although her position has been eliminated, it’s unclear what her subsequent role will be.
- Fred Brown will represent Johnson and Wales and attend ARIHSL meetings from now on. Barbara can no longer attend the meetings. Regi will send him an application for an individual membership when she sends out the renewal reminders.

- Westerly Hospital has a verbal agreement with Westerly Public Library for provision that a librarian will supervise and maintain library functions on a part-time basis (10hrs/wk). The librarian at Westerly Hospital will enter serial holdings in DOCLINE and receive DOCLINE training in October. DOCLINE will be checked three times a week, if not more. There is a budget for the library and Westerly Public Library is paying the librarian. Mark Goldstein from the RML has sent out the "Hospital Librarian Orientation Packet".
- Ann Parent resigned as Chief of Library Services at OLIS and Beth Perry is acting Director.
- Janet announced the Annual Dinner and Colloquium, "Illuminate Your Mind and Warm Your Heart," would be held at URI on October 10, 2006 at 6:30pm. GSLIS students will present presentations on medical topics. Janet made a motion that ARIHSL donate \$20.00 for a student to attend this function. The motion was approved and Mary will ask Jo-Anne to write and send a check. Bill will make an announcement at the event acknowledging this donation.
- Mary acknowledged the passing of Frank Iacono. Frank was the Head of Reference Services for many years at DSLS and more recently at OLIS. He was very helpful to many in the RI library community and a friend to all.
- Lee Teverow, Chair of the LORI ILL Working Group, has asked that someone from the hospital libraries replace Elisa Jepson on the ILL Working Group. Mary will accept the name of anyone who is interested and forward it to Lee.
- Tovah and Mary Ann will present their poster, "Rhode Island Multi-Type Outreach for Health Information," on October 15 & 16 at NAHSL in Hartford.
- Mary Ann received her renewal for AHIP at the Distinguished Level. The renewal is valid for five years.

**President's Report:** Mary welcomed and thanked everyone for having the opportunity to preside for the 2006/2007 season. She appreciates and recognizes all of the ARIHSL members' knowledge, abilities and experience. She welcomes their assistance and guidance throughout the upcoming year. One of her personal goals is to streamline and simplify procedures and meetings. One of the Executive Board's goals is to establish a definition and criteria of what a hospital/medical/health science library is. The EB agreed a good starting point would be to investigate revising the Professional Library Section of the DOH Rules and Regulations for the Licensing of Hospitals. Mary sent an email to Elizabeth Shelov, Rules Coordinator, at the DOH. Donald Williams responded to this email and stated that ARIHSL could propose a formal request to revise the rules and regulations. The DOH would consider the proposal to initiate the rule-making proceedings in accordance with the RI General Law 42-35-6 or deny it. The proposal would most likely be considered to be a low priority item and would be tabled until the DOH opened the regulations up for an amendment with revisions of a high priority. Mary stated that although the DOH periodically goes to hospital libraries and checks up on them, they do not see how well the hospital libraries are following the rules or review the rules and regulations to see if they need updating. Pat recommended that ARIHSL should petition the DOH regarding ARIHSL's revisions and should notify the DOH when a hospital library is being compromised in any manner. Unfortunately, the DOH Library falls

through the cracks, as it is not a hospital library. Mark also noted that Westerly Hospital was not going to keep their library opened until hospital administrators realized that they would lose delivery privileges based on the LORI standards.

**Treasurer's Report:** Jo-Anne was unable to attend the meeting, but emailed the report. Copies were made available to the membership. There is a debit balance of \$1,473.14.

### **Committee Reports:**

- a. **Bylaws:** Jo-Anne Aspri will trace the status of our most recent Bylaws revisions as her last task before stepping down as Bylaws Chair. The EB is proposing to the ARIHSL Membership that there is no need to have a Bylaws committee. The Executive Board will assume the responsibilities of revising the Bylaws and Policy & Procedures Manual. The Board will continue to email Penny Glassman who updates and maintains the ARIHSL web site. The EB will also review the need for a committee and Chairperson, annually, in January.
- b. **Education:** this committee is still in need of a Chair. Ruthann reported at the EB Mtg. that three people have turned down the opportunity to speak on Evidence Based Nursing, including Susan Kaplan Jacobs. However, Peg Allen is willing to reconsider speaking sometime in the spring or summer. Ruthann will keep us posted. A discussion took place at the EB mtg. regarding a suggestion for a presentation on print journal subscriptions and pricing. It was suggested that there is more of a need to learn about electronic journals and link resolvers. Also, Pat Padula suggested asking Penny Glassman to present to ARIHSL the program she is doing for NAHSL entitled, "Geeks Bearing Gifts: Unwrapping New Technology Trends". Mary would like members of ARIHSL to consider being on this committee. Janet mentioned MLA will be presenting a telecast on Nov. 8th called "Moving at the Speed of Byte: Emerging Technologies for Information Management." It will be broadcast at 2pm Eastern Time. A site needs to host this telecast. Ruthann will see if Butler can host the presentation.
- c. **Electronic Communications:** Bill left early. No report was given. The Electronic Communications Committee Chair will be assumed by the executive officers. The board will review the need for a Chair annually in January. Penny Glassman will continue to update and maintain the ARIHSL web site.
- d. **Membership:** Next week (9/25/06), Reggi will email the first reminder renewal notices to members. Reggi will provide links to the membership form.
- e. **Shared Resources:** The Shared Resources Committee met on September 11 and recommends the following:
  - a. Policy and Procedure Manual: remove: 5.6.5.3; 5.6.5.4; 5.6.5.11; and revise 5.6.5.12 to read: "Solicit serials changes and updates from Institutional Members."
  - b. Revise the wording of the ARIHSL Letter of Intent so that it links to the ALA Interlibrary Loan Code. Also, add a line that notes that members agree to update their holdings in all shared databases on an annual basis. (This was distributed at meeting.)

c. Revise the ARIHSL Statistics Form (This was distributed at meeting.) Pat hopes to have ARIHSL libraries using this new form in 2007. It was noted that videos and DVDs be recorded as monographs, not journals, in the statistics. Tovah mentioned that Brown would stop using DOCLINE for borrowing in a few months. Brown will be instituting software called "Rapid" which will enable users to initiate their own borrowing requests for journal articles. The effect on statistics is unknown. A discussion took place regarding electronic and print holdings when borrowing ill articles. The outcome was determined that it doesn't matter which format you chose to borrow. Statistics remain the same. A discussion ensued regarding the need for a separate HELIN committee for hospital librarians. It was mentioned that all HELIN issues should not be recorded in the Shared Resources Committee update. Instead, hospital librarians who are also HELIN representatives should discuss HELIN issues together and then report back to the ARIHSL membership. These reports will be listed under Representative Reports.

### **Representative Reports:**

#### **HELIN**

- 1.) **HELIN Board** - Mary Ann Slocomb emailed her report to Mary. The HELIN Director's Retreat was held on Friday, July 28<sup>th</sup> at the Coastal Resource Institute, on the URI Pell Campus, from 9:30AM to 3:00PM. Mary Ann attended the morning session to present an annual ARISHL report. The report was well received.
- 2.) Bob Aspri spoke to Mary about his concern regarding the closing of the DOH library. He also expressed his concern that some hospital libraries are not lending their materials. ARISHL members of HELIN agreed to lend and borrow. Therefore, Bob wants to remind ARISHL members to share. Bob also wants to remind us that the annual HELIN meeting will be on January 11, 2007. He welcomes any ideas for speakers who can present medical or health information or topics that are unique to medical libraries.
- 3.) **Access Services Cmt.**- Mary Zammarelli reported that the Access Services Committee met on 8/15/06 at URI. There were two issues relevant to ARIHSL; there will be a Statistics Workshop presented by Tim Spindler on 10/27/06 at 10 am at Bryant University. All interested HELIN parties are welcome, however, the workshop will be geared towards Circulation and Access Services issues. Questions should be submitted ahead of time to Tim. The Access Services Policy & Procedures Manual was reviewed and discussed. Revisions were made and submitted to Ruth Souto by 9/1. Ruth will post them to the HELIN Website. This manual contains the lending and borrowing policies for HELIN members. The next meeting will be on 10/3 at Wheaton College.
- 4.) **Collection Development Cmt.** – Deb Porrazzo was absent. No report was given. Minutes from the HELIN Collection Development Committee meeting from June 20<sup>th</sup> were distributed. Members wondered whether Deb would remain on this committee.
- 5.) **Reference Service Cmt.** – Barbara Davis was absent but emailed this report. The HELIN Reference Committee has met several times to discuss the OPAC

screens. At present, a task force has been formed to evaluate the new OPAC design and to suggest changes and improvements. The task force plans to complete its work by March 2007 so that changes can be implemented prior to the September 2007 school year.

- 6.) **Bob's Executive Report** - It was noted from Bob's report that CLAN has negotiated with EBSCO to provide all CLAN-library card holders access to a full selection of databases, including health related ones and some, such as Academic Search Premier, which duplicate content included in EBSCO packages that both the hospitals and colleges are paying substantial fees for. We (hospital libraries) don't feel we, who are individual CLAN card holders and who represent our users who are CLAN card holders as well, should be forced to pay for the same content that we could access at home for free just because we are sitting at a desk at work.

#### **COLA**

Pat Gorman has a schedule conflict with the times when COLA meets and will not be able to attend all meetings. There is no COLA report at this time.

#### **NAHSL**

- Janet Crager announced the 2006 NASHL conference in Hartford, CT. It will be October 15-17, 2006. She passed around a schedule of the continuing education program and encouraged all to attend. A registration form is on the web. All information about the conference will only appear on the website, no registration packets will be mailed out. There is still time to register. Some scholarship items can be purchased on the web with the logo imprinted. Proceeds will go to sponsor a library student to attend.
- Mary Ann reported that the NAHSL Executive Board met on Sept. 8<sup>th</sup>.
- NASHL Conference 07 – Woodstock Inn, Vermont – October 27-30, 2007. Topic is emerging technology with a social focus. A welcome reception will be at the Billings Farm.
- There will be an open forum at NAHSL this year with Joan Yanicke regarding AHIP credentialing.
- The AHIP survey, which went out to NAHSL members, is going to be conducted in all the MLA chapters and the results will be shared with the MLA Credentialing Committee as well as the MLA Board.

#### **RI LIBRARY BOARD** – Tovah reports from the RI Library Board meeting of September 18, 2006:

- Anne Parent's position will be filled with a MLS as a requirement. The selection committee will have 4-5 librarians on it.
- Others are covering Frank's work in his department. They will try to fill his position in a few months.
- A consultant was hired to help with the LSTA 5 year evaluation plan. They will do focus groups and some phone interviews.
- RI is the only state that has multi-type delivery system, delivering to academic, public, hospital and school libraries.

- OLIS state budget for 2007-2008 may be cut by 15 percent. However, in order to receive funding from the federal government, there needs to be a certain amount of funds awarded to OLIS. For this reason, it is possible that the budget will not be cut 15 percent.
- The URI Library School will establish a fund in Frank Iacono's memory.
- OLIS did a Continuing Education survey. 154 respondents were from public libraries. There was a request to call Chafee to support LSTA.

**RI LIBRARY COMMISSION** - Mary Ann reports that:

- There have been no meetings. The representatives from the State House and Senate have not been appointed yet. A meeting with a consultant is being set up for either November 16<sup>th</sup> or 17<sup>th</sup>.

**LIBFUTURE STEERING COMMITTEE** – Mary Zammarelli reports that:

- The July 25th joint meeting between the Library Commission and LibFutures Steering Committee was well attended and productive. Representative Betsy Dennigan reviewed the first steps that will be necessary to get the commission operational and she agreed to work with both the House and Senate leadership to secure the 6 general assembly appointments to the commission. Our goal is to have the first official meeting of the full commission occur in September. Betsy also suggested that funding for statewide databases and one-catalog efforts are included in OLIS's 2007 – 2008 budget request. It was agreed that the two LibFutures working groups that dealt with these initiatives should develop more detailed cost projections and implementation plans. Both groups are being asked to develop this budget information for Beth Perry by the end of August. There was consensus that our current LibFutures website managed by Cheryl Banick and Tim Spindler should continue as the primary communications vehicle for the work of the commission. The use of an outside facilitator to work with the commission was discussed as a useful idea with a possible work session being scheduled during the week of October 23rd.

**RML UPDATE** – Mark Goldstein reports that:

- The National Network of Libraries of Medicine, the New England Region, has announced another award cycle for Health Information Outreach Subcontracts. Read more about this at [http://nnlm.gov/ner/funding/rfps/Health\\_Info\\_Outreach\\_Subcontract\\_y1.pdf](http://nnlm.gov/ner/funding/rfps/Health_Info_Outreach_Subcontract_y1.pdf)
- A call to all those interested in participating in a task force for historical collections and emergency preparedness training will be in the next upcoming NER'eastah newsletter.
- During the previous RML contract, the RAC-HLS (Regional Advisory Council Hospital Library Subcommittee) approved project completion for two of its initiatives: the Hospital Librarians Orientation Packet and the

Hospital Library Advocate Toolkit. The Subcommittee hopes to complete its third initiative, the Hospital Library Marketing Toolkit, in the near future.

- During the NAHSL '06 Conference in Hartford, CT (Oct.15-17), there will be a Systems Update meeting that will take place on Monday, 10/16, from 4:45-5:30 pm. Mark will offer a preview of DOCLINE 3.0, due for release in mid-October, along with updates presented by UCHC's EFTS Administration and by Jay Daly's QuickDOC. Also, the NN/LM will have an exhibit booth, so please stop by and have a chat.

**OLD BUSINESS – AHEC UPDATE-** Tovah

- Tovah offered to prepare a brief AHEC status report to be given at a future meeting. Mary suggested that perhaps Westerly Hospital library could benefit from AHEC services.

**NEW BUSINESS:** There was no new business.

**MEETING DATES:**

November 15, 2006

March 21, 2007

June 20, 2007 (tentatively)

Locations and times to be announced.

The meeting was adjourned at 5:30pm.

Respectfully Submitted,

Susan Warthman  
Secretary  
5/24/2007