

**NOBLE  
MEMBERS OF THE CORPORATION MEETING  
AT NOBLE  
FEBRUARY 12, 2009**

**PRESENT:** Twenty-one libraries were represented at the meeting, attendance sheet attached.

**CALL TO ORDER:** Linda Hummel-Shea called the meeting to order at 10:05.

**APPROVAL OF MINUTES:** Doug Rendell made a motion to approve Minutes from November 20, 2008 meeting. Dennis Kelley seconded the motion, which passed by unanimous vote.

**TREASURER'S REPORT:** Doug Rendell reported spending is on budget. Martha Holden made a motion to approve report. Myron Schirer-Suter seconded the motion, vote was unanimous.

**MANAGERS' REPORT:**

**Ron Gagnon –**

- Networks, Regions and other Cooperative groups were invited by MBLC to Statewide Planning day on March 2<sup>nd</sup>. Each group could nominate 7 people to attend. Executive Board nominated Linda Hummel-Shea, Martha Holden, Doug Rendell, Brian Courtemanche, Pat Cirone, Elizabeth Thomsen and Ron Gagnon. Two NOBLE librarians will be representing NMRLS - Jeff Klapes and Nancy George. The goal of the meeting is to consider the roles of Networks, Regions, MassCat and MBLC in supporting library service in Massachusetts.
- Some changing demands to be considered is the interlibrary loan service we provide under contract with NMLS. Funding was cut back in 2003 by 10%. Expenses have gone up and NMRLS is looking to cut another 10%. With salaries and on-going costs increasing Executive Board feels can't fund the difference. Ron discussed this with Greg who is reporting that back to his board. When Tara, our part-time support position resigned, the position was not filled. Trying to find a resolution with NMRLS.
- E-rate forms filed and received. Rate of subsidy going up from 48% to 52% which is based on poverty levels in the cities and towns. Erate discount is only for public lines, academics not eligible.
- Remaining Members meetings are April 16<sup>th</sup> and June 11<sup>th</sup>.

**Elizabeth Thomsen –**

- Attended Mid-Winter ALA conference. "View From the Top" annual event organized by Rob McGee. Discussion was about future of library automation. In that group two people represented Open Source systems, LibLime and Equinox.
  - Attended LibLime session, this is the company that supports Koha. Researching their ibiblios product, this is free open source cataloging client. It accesses open source cataloging data. Need to examine options other than OCLC.
  - Attended Equinox sessions, the company that supports Evergreen. Also attended their social event.
- Attended "Word Camp Higher Ed" with Elisabeth Tully from Phillips. This is the event mechanism for supporting WordPress. Spoke with keynote speaker Jane Wells from Automattic, which runs WordPress.com and the chief designer of 2.7 interface.
- Reviewed spring training schedule. Elizabeth can also schedule training at your library. Flexible with time and schedule, evenings, weekends. Libraries that are near each other can possible have training sessions together. Also began using "GoToMeeting" software and had a session with Lynnfield.
- March 19<sup>th</sup> *Open Source* session to review how open source systems operate. This is an overview and model of what is being researched. Directors and assistant directors are encouraged to come.
- March 25<sup>th</sup> *OverDrive Roundtable*.
- May 14<sup>th</sup> *Joint Academic and Public Reference Roundtable*. Kathy Fahey of Salem State suggested meeting for instructional librarians and volunteered to host it.
- Collection Management Group will be scheduling a morning session, working on agenda.
- Tech Expo will be held June 2<sup>nd</sup>.
- On February 19<sup>th</sup> doing a session on Web 2.0 for Boston Regional Library System.
- Will be doing two presentations at MLA in May.

- Handed out three sample reports on OverDrive. Ideally this style of report would be accessible in our next system for directors. It's simple to set up like a Word document.
  - 1) Library Statistics
  - 2) Circulation Activity by Branch, will be posted on Staff Information System.
  - 3) Title By Checkout, shows most popular titles checked out.

Ordering titles in frequent small orders and adding gradually to catalog. Any suggestions from staff send to Elizabeth. Lorraine asked if at some point can we get statistics on a monthly basis. Elizabeth explained can't go in Millennium, but can add to monthly statistics Martha does.

#### **Martha Driscoll –**

- Working on streamlining the notice process since ILL Assistant resigned. Setup hourly schedule by email to patrons for holds. Notice schedule and bill format can be adjusted. For overdue notices can print all patrons titles on one sheet.
- Working on Comcast connection installed at Melrose. Moved their public PC's over to Comcast, freeing NOBLE Internet bandwidth for staff. Still resolving issues on NOBLE side of network and working with Atrion with installation. Going to rollout Comcast as an option for all libraries with bandwidth issues.
- Ron added reviewing Bluesocket wireless security device. They are older technology and going end of life next year. Moving to Comcast is more affordable option then replacing the device. Will follow up with libraries with those devices.

#### **SERVER GRANT VOTE:**

- Linda Hummel-Shea explained NOBLE needs a new server whether stay with Innovative or go to Open Source integrated system.
- Ron continued the discussion with the following points:
  - Server will be 4½ years old by time grant funds are awarded. The recommended life span is 3-5 years for a server. With software more sophisticated, faster servers are needed to run the programs.
  - Ron received quotes from Innovative and Continental Resources, who is a Sun vendor. Continental Resources is less expensive than Innovative. Continental Resources also offer educational discounting. Innovative can't offer educational discounts because they are not authorized Sun vendor.
  - Innovative's cost is \$17,000 to migrate the data to a new server. Grant request is \$56,060. Reimbursement is up to 75% of hardware costs and 50% of installation costs. NOBLE's contribution will be \$35,152. Grant form is missing evaluation page, which will be added. Since grant is due March 3<sup>rd</sup> Members vote is needed at today's meeting.
- Linda added that Executive Board supports the grant. Linda Hummel-Shea asked for motion to approve submission of the server grant to Mass. Board of Library Commissioners. Myron Schirer-Suter made a motion to submit the server grant, Karen Pangallo seconded the motion. The motion passed by unanimous vote.

#### **OPEN SOURCE INVESTIGATION GRANT VOTE:**

- Linda Hummel-Shea explained this grant is to investigate the Open Source project further as a group with CW/MARS and MVLC.
- Ron is working with CW/MARS and MVLC. Passed around a handout on the proposed motion and discussed points and highlights of the project and grant:
  - This is two year project with pilot implementation at the end. Will investigate feasibility and want flexible system. An alternative plan needs to be investigated and want to streamline and lower costs.
  - Four Innovative systems in Massachusetts, but all set up differently. Ideally having compatible data and similar system with other networks would benefit library staff and patrons.
  - Look at support model also. Open Source provides more support and have users that could offer support. Different model of system set up and support.
- Grant being coordinated by CW/MARS. Each network is working on and submitting sections for the grant. Ron doesn't have the final grant. Concept at this stage is to provide support and input while

the investigation goes forward working out details and gathering information. No funds are being expended at this point.

- The grant is applying for funds from MBLC to investigate the project further. This grant is under the "Open Program", unlike the server grant which is "Network Connections and Servers". Waiting to hear back from MBLC for what support documentation from libraries they need.
- Proposed motion and vote is what the MBLC will require from networks. Glenn Macnutt asked if any consequences in the next year to NOBLE as far as needing more staff to work on this. Ron stated not at this investigation stage. Elizabeth added if investigating Open Source system then staff time won't be used to utilize investigate current system options further and would invest time into researching new system.
- Nadine Mitchell asked who responsible for support. Koha, supported by Liblime. Evergreen software developed for Georgia Pines library is supported by Equinox. Elizabeth added there is competition with Open Source, unlike Innovative can only go to Innovative. Ron added Innovative system not consortia friendly and no further developments for consortia. Functionality and support are an issue.
- Maryann Niles asked if have grant amount. Ron stated Joan at CW/MARS is coordinating that part of the grant documents. Typically Open Program grants are fully funded because they are considered exploratory.

The following motion is brought forth to the Membership for a vote:

"The member libraries of NOBLE vote to support submitting an Open Source Investigation grant to the Mass. Board of Library Commissioners in conjunction with CW/MARS and the Merrimack Valley Library Consortium in the current LSTA grant ground.

The project will investigate the feasibility of implementing a consortium-friendly open source library system in Massachusetts. The grant will provide support to explore and test open source systems, analyzing what functionality might be gained or lost compared to current systems and explore different models for software enhancements and support in collaboration with the other networks.

A decade has passed since the implementation of our current system, and the changes in the integrated library system marketplace, especially the rise of multi-library open source systems, and advances in technology and users' expectations, make it advisable to review the options available to us.

By this vote, the libraries of NOBLE recognize and support NOBLE staff time being given to the work of exploration and testing in the project, and librarians in NOBLE libraries will provide support to the project by providing input on desired optimum functionality, reviewing and testing software as appropriate and helping to identify the optimum system for NOBLE libraries through working groups and independently so that NOBLE and the cooperating networks can arrive at a system that improves service to users and best meets our needs."

Martha Holden moved to accept the motion to participate in the Open Source Grant project. Karen Pangallo seconded the motion. The vote passed by unanimous vote.

#### **COURTESY NOTICES, E-MAIL REMINDERS:**

- Linda Hummel-Shea stated Executive Board supports sending out courtesy notices for items coming due.
- Ron first discussed this in 2006, but not approved at that time. Idea is to send email to patrons that items are due in few days. MVLC, CLAMS, Metro Boston networks use this feature. Patrons like reminders and it's a way to also double check patron emails. Reduces paper and speeds process. No cost or extra work involved with library staff. Martha sets up in system. There is no opt in or opt out.

- The Minuteman Library Network has come up with a way for patrons to filter out reminder messages since they have a distinct subject line and MLN has shared that information on their web site.
- Dennis Kelley asked how many days notice will be given. Martha stated it is configurable and doesn't have to be same network wide.
- Myron Schirer-Suter asked if it is reducing the amount of notices sent out, Ron stated yes.
- Maryann Niles asked if everyone in system with email would get notice -- yes. Bounced notices can go back to Martha, but library won't know so patron would eventually get paper notice.
- Linda Hummel-Shea asked what time frame would be used. Martha explained could be by library loan rule or set same across the network. Also library would need to decide where bounces go and if want library staff fixing them.
- Martha stated could be implemented in 1-2 days. She will work with Michele to go through loan rules.
- Carol Gray expressed concern that would decrease fines revenue. Deb Abraham stated she supports it, but some patrons have told her they have been canceling their internet connections.

Linda Hummel-Shea asked for a motion. Dennis Kelley made a motion to implement patron courtesy notices e-mail reminders. Sharon Gilley seconded the motion. Motion carried by unanimous vote.

**EFFECT OF STATE BUDGET CUTS ON NOBLE AND LIBRARIES:**

- Ron stated NOBLE financially stable at this point. Contributed \$60,000 in this years budget to capital which would potentially cover costs if lose library. Winthrop has committed to fund their NOBLE assessment through this FY. Saugus another potential loss, between both libraries could lose approximately \$100,000.
- Ron explained MBLC grant funds received this year is applied to next FY, therefore stable for this FY and FY 2010. FY 2011 budget work will begin late summer and fall. Distributed a hand out with MBLC funding since FY 2001. There's a 14% cut from FY 09 to FY 10 for line Resource Sharing line item. Legislative day is coming up and directors are encouraged to contact legislators.
- Pat Cirone added Legislative Breakfast is March 6<sup>th</sup> at Beverly PL.
- Directors reported on their library budget status.

**ADJOURNMENT:**

Mary Todd made a motion to adjourn, Debbie Abraham seconded the motion. Meeting adjourned at 12:25.

Respectfully submitted,

Karen Pangallo  
Secretary