

**NOBLE  
MEMBERS OF THE CORPORATION MEETING  
AT NOBLE  
APRIL 16, 2009**

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

**CALL TO ORDER:** Linda Hummel-Shea called the meeting to order at 10:00. She introduced Greg Pronevitz from NMRLS and Jackie White, director of Topsfield Public Library and chair of NMRLS Delivery Committee. Introductions were done.

**APPROVAL OF MINUTES:** Glenn Macnutt made a motion to approve Minutes from February 12, 2009 meeting. Dennis Kelley seconded the motion, which passed by unanimous vote.

**DELIVERY DISCUSSION:**

- Jackie White discussed how to make delivery a more efficient process. Reported on analysis of state study to minimize packaging, which NMRLS wants libraries to move towards for efficiency.
  - New routing labels slides in front cover.
  - For CD's and DVD's suggested using hard flex packing and not stiff plastic that can crack. Use if original package damaged. NRMLS looking into group purchase and will send samples to libraries. She believes cost \$.81 each for group of 25. MVLC libraries were asked to stop using bubble wrap for CD's and DVD's.
  - For books just put label with elastic band and put in delivery.The main idea is to minimize the process and packaging. Delivery Committee is making an outline.
  - Brian Courtemanche expressed concerns of theft and inventory control of newer DVD's if not in sealed envelopes. Jackie explained Eastern Connection has surveillance cameras and has been proactive. Greg added if library suspects anything missing to contact Lucy at NMRLS immediately.
  - Patti Rogers asked in regard to the efficiency studies whether there are funds to address these areas.
    - Jackie stated not at that point yet, first trying to change the process that can be done without expenses incurred.
  - Lorraine Jackson asked if still doing in transit reports and what would be an acceptable loss in a year. It would be helpful to know what would be acceptable to have as lost items in a year compared to other libraries. Martha Driscoll said monthly in transit reports are done. Lorraine requested to know what's in transit for the past year.
- Greg Pronevitz reported on the following:
  - NMRLS Update** – Fewer complaints on delivery. Contract expires June 2010. Recent survey on delivery showed mis-sorts less than 1% of items received. Ron provided a report of the percent of media vs. book items being shipped, 55%-60% from networks on books. Compared to March 2008 3% less items shipped in delivery.
  - Contingency Planning** – Governor's House budget predicting cut on July 1<sup>st</sup>. If NMRLS budget gets drastically cut wants to have a plan in place. Formed Focus Groups, and NMRLS Board discussed not in best interest to eliminate a material type over another. They suggested cutting back on items that were purchased less than a year ago, then 2 years etc.
    - Wants to have plan in place to cut back on delivery in case of emergency. Helen Freeman asked if discussed reducing the amount of delivery days. Greg stated yes, but delivery still has to sort and deliver same amount of items, therefore no reduction in cost. Dennis stated would rather see cuts elsewhere and not delivery, it's a very important service. Lorraine agreed that delivery service is very good and rely on it. Discussion continued.
  - Statewide Committee** - NMRLS is hosting website for Statewide Delivery Committee, [www.nmrls.org/msdc](http://www.nmrls.org/msdc). There you can view Statewide Delivery Consultants report on automated sorting. Recommended placing barcodes on the front of the items. This is to move forward to automated sorting. Three working groups were formed to focus on recommended areas: Labeling, Efficiency/Ergonomics and Automation.
  - State Committee also recommending switching to thermal printers. Discussed revising the labeling system for the state. Greg asked if would be helpful to have an "H" or and "R" on label so library knows if a hold or return.

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

**MANAGERS' REPORT:**

**Ron Gagnon –**

- Reported on Legislative Day and distributed a handout on House Ways and Means Committee announced budget. State aid to public libraries, line item 9501, proposed cut 41%.
- EBSCO is remaining level funded for FY '10, forgoing the contractual 5% increase. Discount pricing for Literary Reference Center was sent out.
- State Automated Sorting Working Group formed.
- Working with Greg on NMRLS ILL Center contract.
- Sent out updated Value of NOBLE.
- City of Salem is doing public library annual bid, bid opening is April 22<sup>nd</sup>.

**Elizabeth Thomsen –**

- Attended Computers in Libraries Conference, attended sessions on open source.
- Attending MLA, doing two presentations: updated version of *World Is Not Flat*, a 3D information system. The other is on *Evolving world of digital story telling*. Also a panelist on top technology trends.
- On May 21<sup>st</sup> the Collection Management Team is sponsoring a *Web 2.0* session at Endicott College. Dr. Chrystal Porter, Assistant Dean of the School of Sports Science & Fitness Studies is the featured presenter. Brian Courtemanche coordinated this session. Sign up is on Staff Information System.
- Working with Electronic Resources Working Group on Library Thing. The group suggested to not turn on "related editions" function due to technical issues. Similar books function is being edited. Will send out information to reference list and do survey for feedback.
- NOBLE has Facebook page, it's aimed at public, not staff. Content is information from NOBLE web.
- Tech Expo is June 2<sup>nd</sup>.
- Reported OverDrive usage is increasing. There were 715 checkouts in March in 26 libraries. Since implementation just under 3,000 checkouts. Collection continues to grow with 561 titles, 633 copies. Have 243 MP3 titles, and 290 WMA titles.
- OverDrive Roundtable recently held. Discussed the technical support and other ways to promote.
- NextReads introducing two new lists – New York Times Bestseller, fiction and non-fiction.
- Using "GoTo Meeting" software with libraries and has been successful. It is a web conferencing tool allowing a meeting online.

Ron added Beth Willis attended Digital Commonwealth Meeting, and Scott Kehoe from NMRLS will be participating in NOBLE's Tech Expo.

**Martha Driscoll –**

- Reported seven more libraries have Comcast connection installed. Public PCs utilize Comcast line relieving congestion on NOBLE network. Setup and planning needs to be done ahead if have PC Reservation and LPT1. There have been issues with shared printer, but ideally keep separate.
- Hold cancellation notices are now posted on Staff Information System for staff to see and print out and no longer printed and send out.
- Pat asked if PC Reservation can run on less expensive PC's. Martha stated yes.

**OPEN SOURCE GRANT UPDATE:**

Ron reported on the Open Source Grant, which was submitted first week of March. Copy of the grant is on Staff Information System, <http://www.noblenet.org/sis/agenda/GrantOpenSource10.pdf>

The grant is a two year project with C/W MARS and MVLC. Below are highlights of the discussion:

- The two main open source systems investigating are Evergreen and Koha. Evergreen supported by Equinox, Koha supported by Liblime.

- The first six months will be to investigate and compare available Open Source systems, with plan to implement summer 2011.
- Reviewed project timeline from fall 2009 through fall 2011.
- Main outcomes for project success:
  - Improve service, improve library efficiency, and reduce system and telecommunications costs.
- The grant request is for \$412,000 in LSTA funds from MBLC. Of the funds, \$162,000 is budgeted for a project coordinator, including salary and benefits, and \$250,000 for software development and migration. No cash contribution from participating networks, but will be local contribution of network staff time which for all 3 networks will total almost \$500,000.
- Martha Driscoll discussed the Evergreen and Koha demos held recently at NOBLE.
  - Both systems are configurable.
  - Evergreen client server based, more complex. Koha browser based, less complicated. Either can host hardware, which could cut down costs.
  - Question arose who is responsible for fixing minor bugs, which is being looked into.
  - Underlying database configuration is different between the two systems.
  - Evergreen was designed for a statewide multi-processor environment. Koha started smaller, but has scalability.
  - Evergreen very traditional ILS system, not new with bells and whistles. Development strategy emphasized getting system up and running over a large geographical area. Koha more modern with social features, etc.
  - Koha running at NOBLE, Evergreen running at MVLC, to review and test.
  - Requested a list of improvements and features from each vendor that are being developed. When a development or function is installed in open source system all libraries get it. The cost is to the network requesting the change, but can get other networks to co-sponsor and share the cost.
- Elizabeth Thomsen added Koha is an older system developed for smaller libraries about 10 years ago. It's more widely used and more modern, social improvements have been implemented. Evergreen is newer and larger.
- Ron stated more information is coming. Large kick off meeting in North Andover.

**STATEWIDE PLANNING DAY UPDATE:**

- Linda Hummel-Shea reported she, Ron, Elizabeth, Doug Rendell, Martha Holden, Pat Cirone, and Brian Courtemanche attended the meeting at Holy Cross. There was discussion about statewide integrated library system.

**GATES BROADBAND PROGRAM:**

- Ron gave a handout on Pilot Opportunity Online Broadband Grants sponsored by Gates Foundation. Elizabeth and he will be attending meeting on April 30<sup>th</sup> and May 1<sup>st</sup>. The grant program is being piloted in seven states to help improve and sustain high-level Internet access in libraries. If pilot program is successful hopes are to help libraries in all 50 states. Broadband not related to poverty levels. This is a way to promote better Internet access for libraries. Encourage libraries to participate.

**ADJOURNMENT:**

Dennis Kelley made a motion to adjourn, Lorraine Jackson seconded the motion. Meeting adjourned at 12:20.

Respectfully submitted,

Karen Pangallo  
Secretary