NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
OCTOBER 21, 2010

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

CALL TO ORDER: Martha Holden called the meeting to order at 10:05.

APPROVAL OF MINUTES: Mark Ferrante made a motion to approve Minutes from September 23, 2010 meeting. Bridget Rawding seconded the motion, which passed by unanimous vote.

TREASURER'S REPORT: Doug Rendell reported audit is complete and Executive Board approved financials and tax returns. Pat Cirone made a motion to approve report. Nancy Ryan seconded the motion, vote was unanimous.

MANAGERS' REPORT:
Ron Gagnon -
- Expected to receive nearly $19,000 more than anticipated for MBLC Resource Sharing & Telecomm Grant. Martha signed contracts. 9C Cuts are possible so that figure could change.
- Statewide Automated Sorting continues, Ron and Pat Cirone on Committee. Projected to have statewide solution by July 1st. Automated sorting will read the barcode on the outside of the item and connect to the network system to determine destination, no slips on items. The connection is proposed to be SIP2 which Innovative does not have, but Evergreen does.
- Work continues on Virtual Catalog incompatibility issue with Evergreen. Sirsi/Dynix, the provider of URSA, the software used, has ceased software development and the current version does not work with Evergreen. Martha Driscoll has been in communicating with the company, in conjunction with the other MassLNC networks and FLO which hosts the Virtual Catalog. Ron and Martha attended a demo by Relais, a Canadian company that is developing an URSA-like program.
  Equinox is developing their own product, Fulfillment.
- Continue to work with landlord on new office space, current lease expires May 31, 2011.
- Ron, Elizabeth and Martha are attending New England Consortia Meeting at Ocean State Library, RI.
- Working groups set up new schedule. Electronic Resources and Database Working Group meeting next week. Collection Management Team meeting three times this year.
- Hired an intern, Preston Holden, computer major at NSCC, to work 15 hours a week to assist staff.
- Issued RFP for Telecomm Grant to upgrade our telecommunication system. MBLC required three bids. Should be receiving by Thanksgiving. Looking to begin project in the spring.
- Membership inquiry from Brooks School in N. Andover, referred by Jeffrey Marzluft, Marian Court, and Zion Bible College in Haverhill.
- April Members Meeting has been changed to May 5th from April date due to conflict with Evergreen National Conference.

Elizabeth Thomsen –
- Stoneham library had Mass Memories Roadshow this past Saturday. Beth Willis attended and assisted staff. Heather Cole from Mass Memories stated it was the largest turn out to date.
- Reported she and Christine went to Everett to attend the library's grand opening of their teen space.
- Upgraded to latest version of Wordpress, as part of server upgrade. Conducted introductory training last week. Next week's *Wordpress Administration*, will focus on themes, plugins, etc.
- November 4th is *Looking at Data*. Will review how to get statistics on current system and how want to get on Evergreen. November 30th is *Image Management*, discussion will be image copyright basics.

Martha Driscoll –
- Completed web mail and email server upgrade. The OS software needed to be upgraded to resolve incompatibility issues with older versions of software on the old server.
- Continues to work on Evergreen.

PC SUPPORT COSTS, FY 2012:
Ron reported Executive Board approved slight increase for PC Support program. Per PC cost will increase from $100 to $105, and server cost from $200 to $210. Base fee remains same at $275. Program is expected to operate in deficit FY '11 and FY '12, but there is surplus from prior years to cover expenses. The increase will lessen the deficit. Many libraries buying new PC's with Windows 7 which has created other software compatibility issues.

FY 2012 BUDGET VOTE:
Martha Holden thanked Ron for his work on presenting a level funded budget. Maryann Niles asked to review a copy of the budget. Debbie Abraham made a motion to approve FY2012 budget, Elisabeth Tully seconded the motion. Brian Courtemanche did roll call vote, copy attached. Budget passed by unanimous vote from all libraries present.

EVERGREEN PROJECT UPDATE:
Ron Gagnon gave a project update, highlights below:
- Reported the three networks meet monthly and the three network administrators and Kathy Lussier, Project Coordinator, have conference call every Monday. Paul Kissman of the MBLC participates in the meetings and the calls. NOBLE is looking to go live January 2012, MVLC May 2011, and C/W MARS two phases; academics in summer 2011 and publics October 2011.
- The project is divided into phases: identifying what we need, putting it out to bid, cost, and partnering with other networks who want to contribute.
- Committed to several software development projects.
  1. MassLNC partnered with Bibliomation of Connecticut; Project Conifer in Ontario, Canada; Sage Library System in Oregon; and Kirtland Community College in Michigan for end of semester and hard due dates. Cost is $32,000, but divided between five networks cost is approximately $6,000.
  2. Contracted for $1,500 to streamline collecting of fines at check in.
- Network staffs had online and in-person training and consulting in August and September by Equinox.
- Cataloging work flow another priority item being worked on.
- On Tuesday, October 26th, there will be a kick off meeting for Evergreen, at Gordon College Science Center Auditorium. Shae Tetterton from Equinox will be presenting the demonstration. The meeting will be video recorded. Registration is not required and there is no limit on number of staff members libraries can send.

Elizabeth Thomsen –
- Reiterated development is a top priority. Goal for development is to streamline and save time at the library end. Infrequent tasks will not be part of the priority development phase.
- King County in Washington came live in September. Implementation went smoothly. They contracted with a non-Equinox web site developer for their catalog design.

Martha Driscoll -
- Test server running on old server, have new server for test system. Going to load with bibliographic items. This will help with data migration, which will begin shortly.
- Working with MassLNC on Virtual Catalog integration. Virtual Catalog interacts with local circ system. It uses an older telnet terminal system, Evergreen does not have telnet. Talked to Sirsi Dynix to work with Evergreen to create telnet connection. This is a major development issue that needs to be resolved prior to coming up on Evergreen. Not sure of expense. Ron stated possibly receive grant money for this in addition to Evergreen grant.

Elizabeth Thomsen

- Explained the Evergreen system has a hierarchy structure. Most Evergreen sites' hierarchies are set up as consortia, library, and branches. We want to go down one more level to departments. Going to implement on test system and see if works. Elisabeth Tully asked if could start at MassLNC level of hierarchy. Elizabeth explained it could, but setting up three separate systems, no advantage at this time and could be added later. Discussion continued on hierarchy and codes.
- Karen Pangallo asked if there is a time frame as to when training will be implemented. Elizabeth explained don't want to start training too soon, prior to decisions being made, because it could change. This fiscal year working on showing system to libraries, but not training on it yet. As system is up and start working through software updates and development progress, will get people involved.
- Lorraine Jackson asked if when MVLC comes live next spring, would they be willing to let NOBLE library staff go to their libraries and see the Evergreen system.
- Lorraine also asked are members on Evergreen required to spend so much money a year. No, Elizabeth explained, some don't contribute and use the system, but then they don't have a say when they may want an enhancement. Ron added can contribute in different ways: money for development, writing code, two MVLC staff wrote code. Elizabeth added important to contribute in some way to have creditability in Evergreen community, important to document and post to Evergreen community.
- Training goal is to bundle permissions into levels with privileges that are attached to those.
- Discussion about inventory control and clearing items that have fines attached for predetermined length of time or missing for predetermined length of time. Also discussion how long to keep items if haven't circulated in certain amount of years. Brian Courtemanche commented have items that have not circulated in 10 years, but don't want to delete because looks good for accreditation to have larger number of items.

ADJOURNMENT: Lorraine Jackson made a motion to adjourn, Brian Courtemanche seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Brian Courtemanche
Secretary