NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
NOVEMBER 18, 2010

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

CALL TO ORDER: Martha Holden called the meeting to order at 10:00.

APPROVAL OF MINUTES: Glenn Macnutt made a motion to approve Minutes from October 21, 2010 meeting. Mark Ferrante seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: Doug Rendell stated some audit adjustments were made last month as noted on report. Pat Cirone made a motion to approve report. Linda Hummel-Shea seconded the motion, vote was unanimous.

MANAGERS' REPORT:
Ron Gagnon –
- *Evergreen Introduction* session at Gordon College was well attended. Ron thanked Gordon College for hosting. Shae Tetterton went back to NOBLE after for consulting with NOBLE staff.
- Lease Update – our current lease expires May 31, 2011. Initially our office space and the space next door were going to be leased to another company, but that fell through. Our space is now available. Came to a verbal agreement to remain in our current space and renew for five years. Rent cost is within our budget.
- Telecomm Project Update - looking to replace routers in our public libraries, and use commercial Internet access and institutional Internet for academics. Sent out RPF, two proposals came in. Both vendors have worked with libraries in the past. Ron and Martha will review. This will be a spring project, current contract with Paetec expires 6/30/11. Also been in contact with Comcast to bring fiber into our building.
- Attended *Legislative Committee Meeting* On November 5th. Mark Falzone, founder and leader of library legislative caucus, not re-elected. Looking for someone new. MBLC sent out Legislative Agenda. Option for local template to use for local funding needs.
- *MLA Annual Conference* is April 26th-29th in Danvers. This conflicts with Evergreen Users Group Conference in Georgia, which NOBLE staff will be attending.
- March 28th is Library Legislative Day.
- *Snapshot Day* is an event being promoted for Massachusetts libraries to participate in. It is a day in the life of your library, where you take pictures and upload to Flickr. Date TBA.
- Legislative Breakfasts are being asked to be hosted by networks since the regions no longer exist.
- Data line e-rate was approved for $77,524 and our voice e-rate approved for $1,411.
- Statewide Virtual Catalog, which is housed and supported under contract by Fenway Libraries Online, had its 10 year old server replaced with a newer one donated by MVLC. At a Governance Committee meeting the decision was made to plan an RFP-type process to replace the existing Sirsi/Dynix software using LSTA funds. Sirsi/Dynix is no longer upgrading the software, and support is expected to end at some point.

Elizabeth Thomsen –
- Reported on training:
  - November 4th held *Looking at Data* session. Reviewed what current system does and what want Evergreen to do. Going to do some training on reports.
  - Nov 30th *Image Management*. Discussion will be on copyright issues, using Flickr, technical issues.
- OverDrive launched new version of mobile web site. It recognizes the device you are inquiring with and will only give item returns that are available for your device. More devices will be added. iPhone and iPad apps will be released in January. Many manufacturers are making devices, but some of the off brand devices may not work with OverDrive.
  - Purchased more eBooks. Sent message to directors detailing benefits of specific levels of contribution in light of collection's needs.

Martha Driscoll –
- Reported Beverly library purchased wireless print client for their LPT: One. Cost is $48 per client license. Patron comes in and they download a temporary print client to their laptop.
- Continues to work on Evergreen.

FY2012 ANNUAL ACTION PLAN VOTE:
Martha Holden stated the Annual Action Plan is due to MBLC by Dec. 1st, last phase of strategic plan.
- Ron reported the Annual Action Plan is required by MBLC to receive LSTA grant funding. The Action Plan was emailed to directors for review prior to this meeting. Reviewed the major projects and highlights for FY 2012:
  - Telecomm network upgrade
  - New lease
  - Evergreen system middle of FY 2012
  - Mass. Library System is expected to have automated sorting in FY 12.

Martha Holden opened floor for questions, none. Martha asked for motion. Karen Pangallo moved the FY 2012 Annual Action Plan be approved as presented. Lorraine Jackson seconded the motion. The motion passed by unanimous vote.

TIMETABLE FOR STRATEGIC PLAN REVISION:
- Ron explained our current 5 Year Strategic Plan runs through FY 2012, therefore MBLC would require a new one be approved by October 1, 2011. MBLC allows a two year grace period to file a new plan from when it expires, Ron confirmed this with Paul Kissman. Due to Evergreen project and Telecomm upgrade there are uncertainties. Ron recommended to Executive Board to take the two year grace period and submit new plan by October 1, 2013, instead of October 1, 2011.

EVERGREEN PROJECT UPDATE:
Ron Gagnon –
- Continue to work together with MVLC and C/W MARS to prioritize. As required by MBLC posted RFP on MassLNC web site. So far just Equinox responded.
- RFPs for cataloging enhancements, circulation enhancements and an RFQ for terminal interface for Evergreen so that it can be compatible with the statewide Virtual Catalog were sent out.
- Invested money into development: end of semester hard due dates, one click method for accessing a patron's bill record from the check-in screen for overdue items, and to develop warning prompts that will appear whenever staff closes a data-entry screen after there has been modification to data on the screen. Reviewed timetable:
  May 30, 2011: MVLC live Evergreen
                   C/W MARS academics libraries live
  June 30, 2011: NOBLE servers installed and initial full data migration complete
  September-December 2011: NOBLE training of library staff
  October 2011 – C/W MARS public libraries live
  January 2012 – NOBLE live on Evergreen

Martha Driscoll –
- Installed Evergreen beta 2.0 test system. Working on organizational units; top level is consortia, then member library, and branches. Loading data into organizational system to see how it works. Initially considering setting up department level, i.e. adult, YA, but ran into difficulties so was decided not to implement on the test system.

Linda asked if it is possible to search college and public separate. Elizabeth explained in theory no, but is on list to do and set up scope with public and academic. It's an area of development to create groupings not based on hierarchy. Elizabeth explained Evergreen department level thinks it's a separate building and

wants to put things in transit. The other two networks don't have intentions to use department level. Need a base hierarchy set up to get data in test system to see what works and how it looks.

Overhead presentation of hierarchy set up and other screens on the Evergreen System.
- Copy locations editor screen – has 3 functions.
  - Demonstrated samples of locations in library, very library specific. Showed what catalog search page looks like, working on locations.
  - Jeffrey Marzluft asked about course reserve locations. Acquisitions and serials are being developed. Course reserves is complicated and being developed. This is an area of development and determining libraries needs.
- Statistical category editor screen. Allows library to add statistics categories they want to track.

Elizabeth Thomsen –
Discussed authorization and training.
- Currently on Innovative libraries are given authorizations as requested, so there is no consistency throughout the system. Ideally would like to setup default authorization categories in the Evergreen system that can be used system wide. This way it is known what person or position has authorizations to do what functions, certain privileges will go with authorizations.
- Need structure and order so library staff gets the correct training for the appropriate authorization level. This would allow managers to be able to see which staff in their library has what authorizations. To accomplish this NOBLE is looking at using Moodle, a Learning Management System.

Patron records and patron self registration were discussed. Martha Holden asked if libraries should be looking at old data that have fines to an item very old. Martha Driscoll replied it would be helpful. Michele has reports she can send out.

Jeffrey Marzluft asked how the working relationship with the other networks is going. Elizabeth and Ron stated it is going well. Ron stated Kathy Lussier, the project administrator, is doing a good job of keeping the project moving forward.

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

Respectfully submitted,

Brian Courtemanche
Secretary