

**NOBLE  
MEMBERS OF THE CORPORATION MEETING  
AT NOBLE  
FEBRUARY 17, 2011**

**PRESENT:** Twenty 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:** Alan Thibeault made a motion to approve Minutes from November 18, 2010 meeting. Mark Ferrante seconded the motion, passed by unanimous vote.

**TREASURER'S REPORT:** Doug Rendell handed out report. Spending on target at 51%. Ron reported meeting with representative from Salem Five Bank to open a new 14 month CD. NOBLE's CD recently matured at Danversbank and the rate at Salem was better than what Danversbank had to offer. In light of Danversbank being bought out by People's Bank, it is in NOBLE's best interest to diversify investments. Ruth Urell made a motion to approve report. Pat Cirone seconded the motion, vote was unanimous.

Martha Holden announced current treasurer Doug Rendell will be retiring the end of October. She explained there will be a nomination for assistant treasurer to work with Doug until his retirement and finish the remainder of his term.

**MANAGERS' REPORT:**

**Ron Gagnon** –

- Reported on conferences:
  - Elizabeth attended ALA Midwinter.
  - Elizabeth and Michele Morgan will attend Evergreen Users Group Conference end of April, while Ron and Beth Willis will attend MLA conference in Danvers the same week. They will be doing a program on Omeka, the open source software used for NOBLE Digital Heritage.
  - Ron and Elizabeth will be attending ALA end of June.
- Lease was renewed for 5 years. Still resolving a security deposit issue.
- Erate was filed. Will be changing cell phone provider to Verizon Wireless.
- Half of our grant subsidy from MBLC was received for resource sharing and telecommunications. Next years budget from governor looks level.
- Legislative breakfast will be held at Reading Public Library March 11<sup>th</sup>. Ruth Urell reported doing joint with Merrimack Valley Library Consortium libraries. Please call legislators.
- On federal budget there was amendment for this FY to eliminate LSTA library funding. NOBLE (independently and with MassLNC) is using \$500,000 in LSTA funds for upcoming projects.
- NOBLE hired an intern from NSCC last fall, Preston Holden. This worked well and was successful. Looking at URI library science intern to help with Digital Heritage and documentation for Evergreen. Was contacted by NSCC for networking major for this semester.
- Evergreen projected costs are coming in lower then anticipated. Executive Board agreed to reallocate funds from FY 12 budget for additional staff to assist with Technical services and Member services department. The Member Services funds were approved by Executive Board. Details for the technical services support position are still being worked on. \$20,000 was approved from capital funds for the salaries to have the positions funded this FY.
- The Mass Library System is using our training room. Reminded directors the training room is available to libraries for training their staff.
- Represents NOBLE on MLS Delivery Vendor/Automated Sorting group project. Sent out message to NOBLE libraries with update, vendor going to be selected and doing a semi-automated process. MLS will be changing over to new vendor July 1<sup>st</sup>. NOBLE won't be changing to the semi-automated process for over a year. The semi-automated process allows items to be put into delivery without a slip, which requires the sort site connecting to our system. Our current III system doesn't have SIP2 software to allow that, Evergreen does.

**Elizabeth Thomsen –**

- Member of Mass Library Snapshot Day Committee. Snapshot Day is April 13<sup>th</sup>. That day library staff takes pictures at your library and upload to libraries flicker account. If need help setting up flicker account contact Elizabeth, can do a Go To Meeting. Also may have a Flickr Roundtable sometime before the project to go over it.

**Martha Driscoll –**

- Some libraries asked about upgrading wireless access points, recommending a Linksys model. George has installed them at some of libraries.
- Comcast made changes to IP address for DNS access. George and Tom went to libraries and changed on PC's for PC Support libraries.
- Martha and Michele Morgan attended Crystal Reports session. It's a program that can be used with a data source to generate reports. It could potentially be used with Evergreen.

**TELECOMM PROJECT 2011:**

Ron gave an update on the project with Powerpoint presentation, highlights below:

- Reasons for upgrade:
  - Save money, improve throughout.
  - Private data network no longer cost effective. 1.5mbps for \$500/month vs. 22 mbps for \$115/mth with Comcast. More secure.
- Funding:
  - Received LSTA grant \$40,958, NOBLE contribution \$9,422. Grant covers 75% hardware costs and 50% of installation.
- Main changes:
  - Only Internet connection, no private data network.
  - New routers at public library, no NOBLE equipment at academic.
- Public Library Changes:
  - Only upgraded Comcast Internet connection. No Verizon connection.
  - Atrion will monitor Comcast line and install new routers.
  - New routers provide encryption to secure data and are also a firewall.
- Academic Library Changes:
  - No NOBLE line or equipment, use institutions Internet connection.
  - VPN clients provided for staff.
  - May need to work with campus IT to resolve issues.
- Central Site Changes:
  - New Comcast fiber connection, double the bandwidth.
  - New firewall, will interact with academic VPN clients.
  - Public library routers will interact with central site router.
  - No erate.
- Vendor:
  - Selected Atrion after RFP process for network monitoring.
  - Lowering maintenance costs by \$30,000 per year.
- Savings in Telecomm Costs:
  - Currently pay \$251,100 less \$77,500 in e-rate and \$129,100 in MBLC subsidy \$44,500 net
  - New plan: pay \$45,800 less \$27,100 in MBLC subsidy \$18,700 net. Savings \$25,800.
- No E-rate:
  - Internet lines require filtering - CIPA. Membership voted several years ago to not do filtering.
  - Investigated segregating some bandwidth to central servers to collect e-rate. Discussed with Paul Kissman and advised against it. Small benefit not worth the risk. Change approved by Executive Board.

- Timetable & Implementation:
    - Academics after semester. Publics possible May.
    - Schedule to be worked out with Atrion, and dependent on Comcast central site connection.
    - Paetec contract expires June 30<sup>th</sup>.
    - Public library installation by Atrion staff, academics download client onto staff PC's.
  - Simpler LAN:
    - One connection managed through router.
- Martha explained bought new wireless router and 4g wireless modem connection as a fail safe if Comcast network goes down. George is testing at libraries.

### **OVERDRIVE UPDATE:**

Elizabeth Thomsen gave an update. Highlights below:

- OverDrive is continually changing and adding devices that can be used to access OverDrive. She has suggested to OverDrive to offer a subscription service to libraries where OverDrive sends libraries devices beginning of year that are compatible. This will help library staff be familiar with devices patrons are using and not have to purchase all the devices.
- Elizabeth and Michele Morgan attended OverDrive night at Reading. Lorraine Barry did the presentation. Also reps from Barnes & Noble for the Nook and Best Buy with Sony devices.
- OverDrive Roundtable is scheduled in April. Asking attendees to bring any devices they own. All support ePub and DRM, but process is different on each device. Topics will cover devices and how staff can publicize support.
- Ron and Elizabeth putting together fact file to put on OverDrive site.
- Keeping up with patron demand for titles is challenging. More funds are needed to support the demand. Eight libraries have contributed money to general OverDrive fund - Beverly, Danvers, Gloucester, Phillips, Peabody, Reading, Salem, and Wakefield. If want to contribute contact Paula for invoice.
- Helen Freeman stated she was approached by a vendor about music downloads. Ron explained the model isn't really geared for libraries. Gives patrons music for them to download onto their device. It doesn't go into the library's collection and it's not shared by patrons nor does the community benefit. Freegal works like this. OverDrive has a new model for music, but not something NOBLE plans to support or be involved in.
- Statistics are going up - ebooks had surge late December/early January.
- Ruth asked with the OverDrive stats increasing, are any stats going down. Elizabeth explained hasn't affected any other stats. Audiobooks stats going up as well.
- Also would like OverDrive to do specific instructions with screen shots for all devices they support.

### **EVERGREEN PROJECT UPDATE:**

- Ron stated Marshall Breeding, library science professor at Vanderbilt University, does the annual Library Journal article on library systems, reported that over 180 libraries migrated to Evergreen last year more than any other system. The article is available on his website, Library Technology Guide, [www.librarytechnology.org](http://www.librarytechnology.org).
- Elizabeth did Powerpoint presentation. Highlights below:
  - Current release 2.0 was released in January 2011. This is release NOBLE will be coming up on. Includes a lot of King County Library System development and some from Bibliomation, as well as some from MassLNC and patches from MVLC staff.
  - Public catalog: ability to add content from many sources and faceting, showed sample search results. Better separation, less javascript, improve configuration options, usability improvements, mobile catalog.
  - NOBLE plan for the catalog is to work with MassLNC partners on catalog interface. The more it's similar better, keep it simple. Develop plan for enhanced content. Need to plan for future development. A kids catalog is being developed by Bibliomation.
  - Showed screen shots of staff client, patron and checkout screens in circulation, and acquisitions.

- Cataloging improvements in 2.0: authority control, improvements to workflow, serials, and course reserves.
- NOBLE and C/W MARS looking into Syrup, a standalone open source course reserves system, that's currently planning to be integrated into Evergreen.
- Ron reiterated the plan is still to come live next January, last of the three networks, MVLC end of May, C/W MARS academics in July, and publics in October. Working with the working groups on catalog enhancements. Potential enhancement to be considered for FY 2013 budget.
- Martha plans to have data migration done in June. Working with Equinox for specs for hardware server.

**ADJOURNMENT:** Brian Courtemanche made a motion to adjourn, Ruth Urell seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Brian Courtemanche  
Secretary