

**NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
FEBRUARY 16, 2012**

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

CALL TO ORDER: Pat Cirone called the meeting to order at 10:05. Introductions were done.

APPROVAL OF MINUTES: Ruth Urell made a motion to approve Minutes from November 17, 2011 meeting. Martha Holden seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: Karen Pangallo reported spending on target. Martha Holden made a motion to approve the report. Ruth Urell seconded the motion, vote was unanimous.

MANAGERS' REPORT:

Ron Gagnon –

- Erate forms submitted. Discount will be approximately \$1,300, since don't file for data lines anymore.
- State issued RFP on January 31st for statewide virtual catalog, proposals due March 6th. Current system URSA, is obsolete, not being updated. State hoping to make decision end of May, with implementation in the fall. Ron is on the board.
- Revere and Winthrop are considering hiring a joint director for both libraries.
- Upgrading training room presentation equipment. Ordered an interactive projector that works similarly to the smart board technology. Cost is just under \$3,700 for equipment and installation.
- Working with Formula Committee to come up with new distribution method among Members. Presentation will be coming. Close to a resolution that will not have large, unfair shifts among Members.

Elizabeth Thomsen –

- Collection Management – Elizabeth asked Karen Pangallo to report. Putting together a roundtable to discuss collections other than in English. This is scheduled for Thursday, April 5th, 10-12 at NOBLE. A survey was sent to directors that was put together by Pete Solomon, please return to him.
- Will report on Evergreen and Overdrive later on agenda.

Martha Driscoll –

- Will report on Evergreen later on agenda.

VOTE TO APPROVE MASSLNC BUSINESS PLAN:

Pat Cirone explained Members will be voting on the recommended MassLNC business model. Three representatives from each consortia were part of the committee. The business plan is required as part of the grant, as well as to use as a model for the future.

Ron did Powerpoint presentation overview of MassLNC. Reviewed project background, collateral benefits and planning required. Highlights below:

- **Four Scenarios**
 - Federated
 - Coordinator only
 - Tech staffing only
 - Coordinator with tech staff
- **Results of Network Meetings**
 - Federated least popular, especially among NOBLE directors
 - Technical also unpopular with NOBLE
 - Coordinator and Tech most popular with NOBLE, unpopular with MVLC due to cost
 - Coordinator most uniformly accepted

- **Planning Committee**
 - Two board members of each network plus executive director, Pat Cirone, Martha Holden and Ron
 - Unbudgeted costs a concern of other networks, NOBLE included costs for FY '13
 - Differing levels of technical expertise also a discussion point
 - Six meetings scheduled, only four needed
 - Cost distribution became a concern, vastly different sized networks, affect on central staff. NOBLE smallest of the three.
- **Result**
 - Coordinator plan selected
 - Funding formula: coordinator salary divided equally, development funds by population
 - NOBLE pays least; C/W MRS pays just over 50% more
 - Board to oversee project: 2 directors plus executive director from each, one vote per network
- **NOBLE Budget**
 - Budgeted \$85,000 in FY '13 for MassLNC: \$50,000 staff and \$35,000 software development
 - Actual cost \$51,377; \$36,377 for staff and \$15,000 development
- **Looking Forward**
 - Hope more technical staff
 - Project continues as it has for past 2 years
 - Coordinator will oversee developing specs for new software, coordinate procurement and testing
 - Coordinator facilitates and keeps networks connected
 - Contact point for Evergreen community and other Massachusetts networks
 - Development can be outsourced or staff
- **Vote Needed**
 - Approved by NOBLE Executive Board last week
 - MBLC requires a vote of all three networks

Ruth Urell asked for clarification of what keeping networks connected entails. Ron explained this is a cooperative effort and keeping planning, development, and communication organized among the networks is vital for it's success. Networks will be busy working with their libraries and staff with the open source implementation.

Kathy Lussier, project coordinator, added it was uniform by all three networks to keep the cooperation going forward.

Pat Cirone added with the economics the way it is, forming cooperative efforts to streamline a potential statewide library system is a step forward. Sharing resources and software system save networks.

Martha Holden added going forward for grants is key.

Ron added Kathy is part of a national IMLS Evergreen grant group and MassLNC received \$30,000 grant to underwrite project going forward.

Patti Rogers asked about development and how it's moving forward. She feels not seeing results and some of the issues not resolved, acquisitions not developed. Ron explained there's a community that development is posted to.

Kathy explained the development will happen among different groups. If it's something that a group feels the need is strong enough, they will sponsor it themselves or bring in other partners that are interested. There is a community where development is posted so it is known what is being worked on.

Ron added commercial systems aren't always as developed as expected. When NOBLE changed to Millennium release one, the cataloging module was not part of Millennium. Evergreen's acquisitions function is their newest function and still being improved and enhanced. With open source we have direct input into the enhancements, whereas you don't have that option with commercial vendors.

Elizabeth added a lot being developed won't be seen on the release come up on, but on following release.

MaryAnn Niles asked if one network wants a development and other two don't, can one network fund on their own. Ron explained yes and that is already happening. NOBLE committed \$2,000 to further enhance book bag development. Other networks funded other development on their own as well.

Ruth asked if paying ongoing software maintenance. Ron explained \$42,000 in budget for maintenance contract for 1st year, subsequent years will be evaluated.

Sharon Gilley asked how we would handle a situation where NOBLE has funds to continue development and other networks do not. Ron explained can partner with other networks worldwide to fund development. Sharon asked if confident other networks will be equitable in funding. Ron stated yes, all three networks have been contributing. Pat Cirone added the other networks are committed to the MassLNC project. The other networks did not include funds in their budget for upcoming FY, therefore they will have to get the funds approved, whereas NOBLE already has approved funds in its FY '13 budget.

Kathy Lussier added each network had budgeted development money, just hadn't budgeted funds for the ongoing costs of the MassLNC plan.

Sharon Gilley asked if having a full time coordinator is warranted with the salary that is commensurate for the position. Ron explained the salary was originally set in the grant and Kathy has two years experience with the project from the beginning. Development and enhancement are very time consuming. Elizabeth reiterated how much work and time is involved in coordinating development and enhancement among the three networks.

Patti Rogers asked about the costs savings he talked about. Ron explained it's cost control, not savings. In a recent fiscal year Innovative was the only vendor to increase their cost and it was 5%. We have to pay it, there's no choice. With Evergreen we have more control over where and what we want to spend.

Pat Cirone reiterated what Ron was saying, open source allows NOBLE more flexibility and control over the costs. If economically NOBLE can not fund any extra development then we have the choice not to.

Myron Schirer-Suter moved to approve the MassLNC Business Plan as presented. Sharon Gilley seconded the motion. Vote was unanimous.

EVERGREEN UPDATE:

Ron Gagnon:

- Getting down to last three months for preparation.
- CW/MARS waiting for next release 2.2 to come up shortly.
- MassLNC has approximately \$17,000 left in development funds in this FY.
- Holds meeting yesterday, discussed policies. Moving to the new system with existing resource sharing policies. This will have to be reviewed with the new Evergreen system.

Elizabeth:

- Held a copy locations session last month. In addition, having small group copy records training on the different fields and setting up templates for inputting items. Templates are one function that can be set up on the training system and moved over to the production server. In March scheduling three

sessions in the meeting room to cover material from the smaller sessions so trainers have same material and information.

- Holds session for trainers was held yesterday. Running on Alpha Release, 2.2, but Alpha 1.
- Jeff Klapes continues to work on screencasts
- Working with Kathy Lussier and MassLNC partners on acquisitions.
- In March training is scheduled on holds that includes network transfers.
- In April Michele Morgan and Elizabeth going to Evergreen Conference.

Martha:

- Continues to work on patron data migration. Last August did patron purge, not doing another one, but wants to purge expired college records. Policy is to purge every five years, but would like to address that. About 600 patrons don't have barcodes, and 700 that have duplicate barcodes, these will not load. Most are expired and are patrons that haven't been around 2-3 years.

EVERGREEN PUBLICITY PLANS:

Pat Cirone discussed coordinating Evergreen publicity for patrons among the libraries.

- One issue that needs to be addressed is that PIN numbers won't transfer over. Need to push to have patrons update their email addresses. If not updated patrons won't be able to use reset PIN when first log onto Evergreen.
- Have flyers or posters in libraries by mid-April, and post on library web sites. Create a generic flyer that libraries can use and customize to their library. This will keep it uniform among libraries.
- Email Pat what newspapers libraries normally send notices to so aren't duplicating advertisement.
- Debbie Abraham suggested putting together a model press release for all libraries to use.
- Brian Courtemanche suggested putting a screensaver on patron PC's.
- Sharon Gilley stated she knows someone who can do press release.
- Ruth Urell suggested Wicked Local and Patch.
- Martha suggested adding a note to Notices.

Elizabeth stated NOBLE staff discussed sending an email to all email addresses in the system, this will reveal the bounced addresses.

OVERDRIVE UPDATE:

Elizabeth reported on OverDrive, highlights below:

- Use continues to increase.
- Penguin withdrew from participating in OverDrive, but we retain all the books we purchased. Penguin has disabled having their books work well in Amazon for Kindle. If a patron checks out a Penguin title and wants to read it on Kindle, they have to retrieve on Amazon and transfer it to the Kindle using USB. This is a problem for Kindle users that use apps.
- Random House announced will continue to participate with Overdrive, but increasing prices effective March 1st. Swampscott contributing \$1,000, so Elizabeth used it to fund Random House.
- Received recent contributions from Melrose, Beverly, Salem, and Stoneham.
- New Help Site was introduced yesterday, help.overdrive.com.
- Began video screen cast for different devices.
- Been visiting libraries doing OverDrive sessions at night for library staff and patrons.

Patti Rogers asked if OverDrive costs are going up. Ron explained signed contract four years ago at which time the platform costs were \$1,600 per month. Ron presented to Executive Board last week, which was approved, 2 year renewal contract for platform cost of \$1,000 per month. This is paid for out of NOBLE's budget.

OPEN FORUM DISCUSSION:

- MaryAnn Niles asked if for next meeting there could be a discussion on how libraries are handling fines.
- Ruth Urell talked about MLA legislative initiatives. Encourage attendance to legislative breakfast. Legislative Day is scheduled April 30th, trying to reschedule for a sooner date. Important to attend and talk to legislators of the importance of libraries.

ADJOURNMENT: Ruth Urell made a motion to adjourn, Nancy Ryan seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Myron Schrer-Suter
Secretary

NOBLE MEMBERS OF THE CORPORATION MEETING
AT NOBLE
FEBRUARY 16, 2012

LIBRARY

Beverly

Bunker Hill CC

Danvers

Endicott College

Everett

Gloucester

Gordon College

Lynn

Lynnfield

Marblehead

Melrose

Merrimack College

Middlesex CC

Montserrat

Northern Essex CC

North Shore CC

Peabody

Phillips Andover

Reading

Revere

Salem

Salem State University

Saugus

Stoneham

Swampscott

Wakefield

Winthrop

NOBLE, Inc.

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April Mazza MBLC

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