

**NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
APRIL 12, 2012**

PRESENT: Twenty 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 February 16, 2012 meeting. Martha Holden seconded the motion, passed by unanimous vote.

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

MANAGERS' REPORT:

Ron Gagnon –

- Millennium was down March 10th-12th due to power outage at NOBLE. The outage went beyond the backup time of our UPS and caused the system to shut down. When power was restored the Innovative server did not come back up due to hardware issue with the motherboard. The server is six years old and parts are less available. After the motherboard was replaced, still an issue with the files on the disk drives. Costs were covered by our maintenance contract.
- EBSCO was down Tuesday March 27th. A planned upgrade to EBSCOadmin caused unforeseen problems to the database interface.
- Virtual Catalog issued an RFP beginning of the year to replace the aging system. System demos are being held on May 1st and 2nd at Minuteman to evaluate four systems. NOBLE allowed three attendees, Ron attending. If interested email Ron, requires full day commitment on both days. Looking to have new system in place in the fall. The current Virtual Catalog is compatible with Evergreen.
- Old Colony Library Network has sent out an RFI for new library system, with RFP anticipated in fall 2013. Looking at proprietary and open source systems. Equinox expected to bid.
- Training room presentation equipment was upgraded. Replaced ten year old ceiling mounted projector with short throw projector that has Smart Board-type technology. As a result needed to purchase new whiteboard with matte finish to avoid hot spot and glare. Training room was reconfigured back to classroom layout in preparation for Evergreen training.
- Elizabeth and Michele Morgan will be attending Evergreen International Conference in Indianapolis. Reps from all three MassLNC networks are attending, as well as Kathy Lussier who will be speaking.
- Innovative maintenance has been canceled as of June 30, 2012.
- House Ways and Means issued FY '13 budget recommendation that is level funded for networks, public libraries, and regions. 9% increase to Board's administration and 7% increase to Watertown services for vision impaired. Ruth Urell added although level funded still at budget levels of the 90's.

Elizabeth Thomsen –

- OverDrive funds depleted. Received funds for Russian titles from Swampscott. Two articles in New York Times about eBooks; one about "Be Prepared to Wait" and the "Anti-trust" suit. If would like to donate funds contact Elizabeth with what titles want to fund and Paula will send invoice.
- Mass Library Snapshot day is today.

Martha Driscoll –

Will report on Evergreen later on in the agenda.

ASSESSMENT FORMULA REVISION PRESENTATION:

Alan Thibeault, chair of Formula Revision Committee, thanked committee members for their hard work, and especially Ron for the work he did on putting together the models and spreadsheets as a result of the meetings. Committee began meeting July 2011. Highlights of Alan's PowerPoint presentation:

Committee Mission

- Create a new membership assessment formula which is fair and logical, doesn't discourage new membership, and doesn't price out current members.

Challenges

- Replicating the results of an irrelevant formula
 - Present formula is 68% equal distribution, 32% simultaneous users
- Finding mutually acceptable factors/metrics
 - Fairness and Weighting
- Avoiding large costs swings
 - How much is too much
 - Costs swing both ways (plus and minus)
 - Retention of current members
- Amount/weight of equal distribution:
 - Simultaneous Users creates an irrelevant, possible unstable formula; one that is not a true indicators of usage/stress.
 - Each member calculates it differently
 - Easily changed without warning
 - Could impact other libraries to cover any hard-to-predict reductions

The Work

- Committee met 6 times in 9 months, in addition to many emails and independent work
- Examined various factors and scenarios that resulted in more than 50 "models"

Factors Considered

*Equal Distribution *FTE Staffing *Salaries *Active Cardholders *Circulation *ILL in/out
*Library Budget *Poverty Levels *Population *Holdings *Municipal Budget *Open Hours
*Unbundling

Several models were presented that showed large swings in membership costs.

Conclusion

- Opted for high equal distribution to stabilize year to year costs.
- Used factors that were not easily manipulated, could be independently verified, provided a credible reflection of stress on NOBLE's resources, and proved to provide the smallest price swings.
- The formula includes:
 - 75% Equal Distribution
 - 12.5% Library's share of total NOBLE Circulation (3 year average)
 - 12.5% Number of Active Users (Cardholders)
 - Phased in over a 3 year period (FY 2014, FY 2015, FY 2016 – 1/3 of total increase each year)
 - Assumes level budget for those 3 years; will adjust should budget increase or decrease
 - By FY 2017, phase-in complete and assessment based solely on size of NOBLE budget and formula above
- Presented chart with percent increases by fiscal year
- Executive Board was presented the new formula in March and voted to approve it in April 2012 after minor modification.

Ron explained this proposed distribution affects the budget will be discussing in the fall for FY '14, no changes for FY '13. The formula is presented today, vote at next meeting in June for approval.

EVERGREEN: IT'S SHOW TIME

Elizabeth Thomsen did presentation on development sponsored by MassLNC that is in Release 2.2, Beta1.

Catalog Enhancements

- Localization
- Flexible Scopes
- Flexible Library Selector Display

Staff Client

- Per Screen Column Layout
- Double-click to Open Record
- Line Numbers
- Customizable Toolbars
- Automatic Reloads
- Return to Search Results from MARC Record View
- New Tab Button
- Record Matching and Overlay in Acquisitions
- Last Date of Authentication
- Remove Unused Fields

Spoke briefly about all the time and work that Kathy Lussier has put into development. Later this month, beginning after the Evergreen Conference, Kathy will be working at NOBLE three days a week until we go live.

More challenging areas

- NOBLE will come up with holds configured same way as CW/MARS and MVLC.
- Acquisitions have been challenging. It is the newest part of the system and not many other Evergreen users are using it yet. Christine Morgan continues to work on it.
- Serials is also relatively new and unused in the Evergreen community, Christine working on this as well. Beth Willis is working on Course Reserves.
- Continue to work on connection issues for NOBLE cataloging and OCLC member libraries.

Training –

- Began using Go To Meeting for training. Michele Morgan did training for Holds using Go To Meeting. Sending out information to libraries for tips for use during Go To Meetings. The meetings are being recorded for libraries to use.
- Jeff Klapes continues to do Screencasts.
- Will be scheduling training after come up on Evergreen. *P's & Q's* sessions for the trainers to come back and discuss issues that have come up. Elizabeth will visit libraries for training during summer for interested libraries.

Kathryn asked when C/W MARS is coming up. Elizabeth stated they are saying maybe May 29th, but they said they would give their members 30 days notice and as of today they haven't done that.

Mary Todd asked will updates continue. Martha Driscoll reported she has been loading new releases on training and production servers to stay current. She also reported the following:

- Data migration, on third full migration of data to the production system.

- Cleaning up data, this is in preparation of May 18th when load bib and items data. This will take approximately three days. Bib and item database closes May 18th. On May 25th 6:00 pm Millennium goes down, remaining data closes to load into Evergreen.
- Migrating data from training system for libraries that set up hours, etc. to load into production system.
- Setting up SIP server.
- Set up load balancer. Have four sets of servers on the production system.
- Database replication needs to be set up so have back up at all times. Queries will run on it so not to slow down system.
- PIN can't migrate over. Emails were sent out to 36,000 patrons with information about PIN reset. This also gave bounced emails.
- Migrated fines into the production system. Displayed on projector what it looks like. These are fines that came from Millennium, but not for overdue materials. Charges for items that were returned in Millennium and there was as outstanding fine. If you don't want fines migrated or if want to migrate fines over certain amount let Martha know.

Brian Courtemanche asked about proxy server and if should be notifying vendors. Martha said no need to. Rich Allen asked when is last date can do new create list projects. Martha said as rule of thumb don't do any after May 1st.

Ron spoke about Evergreen PR materials that NOBLE is having printed for libraries to give out to patrons prior to migration.

Patti Rogers asked if there will be time for library staff to stabilize before going to more training. Elizabeth explained giving the libraries options over the summer for training if they choose to – she will visit libraries, and *P's & Q's* sessions are two options libraries can take advantage of. Also will schedule more Go To Meetings.

NEW BUSINESS:

- Deborah Abraham reported Board of Alderman voted to approve the bond for the renovations of Shute Branch. This is a \$4 million project.
- Ron reported Salem Public Library will be doing the annual bid.

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

Respectfully submitted,

Myron Schrer-Suter
Secretary

NOBLE MEMBERS OF THE CORPORATION MEETING
AT NOBLE
APRIL 12 2012

LIBRARY

Beverly

[Handwritten signature]

Bunker Hill CC

Danvers

Cheryl Yubeault

Endicott College

Brianne Conant

Everett

Dorothy Strickland

Gloucester

Gordon College

Wynne Schum - Bates

Lynn

Lynnfield

Nancy Ryan

Marblehead

Patricia Rogers

Melrose

Linda Walsh

Merrimack College

KA Mehl

Middlesex CC

Montserrat

Northern Essex CC

North Shore CC

Karen Pangallo

Peabody

Margie Holden

Phillips Andover

Jill Malt

Reading

Ruth Hull

Revere

Salem

Nancy Tracy

Salem State University

Susan E. Cirillo

Saugus

Mary O'Sonnell

Stoneham

Mary Ryan

Swampscott

Alyce Heenan

Wakefield

Steven A. Kelly

Winthrop

RO Allen

NOBLE, Inc.

Elizabeth Thom

Marta Driscoll

Ronald A. Geyner

Panda Capriola