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

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

APPROVAL OF MINUTES: Alan Thibeault made a motion to approve Minutes from April 12, 2012 meeting. Linda Walsh seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: Karen Pangallo reported spending on target. Deb Abraham made a motion to approve the report. Linda Hummel-Shea seconded the motion, vote was unanimous.

MANAGERS' REPORT:
Ron Gagnon –
- **Statewide Virtual Catalog** - replacement process continues, goal is to have new system in place this fall. Attended four system demos on May 1st and 2nd at Minuteman, with Pat Cirone and Jeff Klapes. Ron is on Virtual Catalog Governance. He will be receiving input of reviews from attendees shortly. The four vendors there were Relais, a small three person company, Innovative, Equinox, and Autographics.
  NOBLE is temporarily not participating in the virtual catalog as we switch systems. Martha is working to get that re-established in the next couple of weeks.
- **Conferences** - Elizabeth and Michele Morgan attended the Evergreen International Conference in Indianapolis April 25th-28th.
  Ron attended MLA Annual Conference May 10th. Kathy Lussier did a MassLNC presentation.
- **MLS Focus Group** – Attended focus group for network administrators related to their strategic plan.
- Senate Ways and Means Recommendations for FY13 state budget released.
- **MassLNC Board** - moving from grant funded operations to funding by networks, and part of the process is to have a Board oversee MassLNC. The Board's first meeting is June 15th and will officially take over July 1st. Pat Cirone and Brian Courtemanche are NOBLE reps as well as all three network administrators. The Board will manage the budget and how development is spent. The project coordinator will remain and money is set aside for joint development.

Elizabeth Thomsen –
- **OverDrive** –
  - Recently added PDF format to our collection as some titles are only available in PDF, though most items are moving to epub. New collection, Duke Classics, was added to our collection. It's a subscription collection and is free for a year. There was a promotion for spending certain amount of money in March.
  - Working on order requests from libraries for summer reading titles and other projects.
  - Change coming, possibly this fall, is OverDrive will be moving to cloud based browser.

Martha Driscoll –
Will report on Evergreen later on agenda.

VOTE TO ELECT TREASURER AND CLERK:
Pat Cirone announced Karen Pangallo was nominated to remain as treasurer for 2 year term, and Nancy Ryan nominated as clerk for 1 year term. Deb Abraham made a motion to approve the nominations, Nancy Tracy seconded the motion. Motion passed by unanimous vote.

VOTE TO APPROVE ASSESSMENT FORMULA REVISION:
Pat Cirone opened floor for discussion as formula revision proposal was presented at the April meeting – none. Karen Pangallo made a motion to approve the Assessment Formula, Sharon Gilley seconded the

motion. Motion passed by unanimous vote. Deb Abraham and Linda Hummel-Shea thanked Alan Thibeault and Ron for all their work on the new formula.

EVERGREEN: WE'RE HERE!
NOBLE management reported on Evergreen.
Ron Gagnon –
- Reported NOBLE is live on Evergreen after three years of planning. Still a work in progress, working on migration issues. Working with library staff, Equinox and Kathy Lussier on these issues. Kathy has been at NOBLE office everyday for the past month, and last week and this week she will be there 3 days a week.
- We came up on software release that isn't out on general release, therefore there are still bugs to work out. Among one of the first networks of our size to come up on this release and catalog.
- Data migration was a large undertaking, last time we changed systems didn't have electronic resources, now we do. Over half a million links to the electronic resources had to be created.
- Some data didn't migrate as expected, particularly a few categories of library data that used incorrect templates in Millennium that put call numbers in a different location. There were also some barcode migration issues. NOBLE staff received over 500 emails from library staff with circulation issues.
- Technical services and inputting issues came up.
- Evergreen has the ability to place holds on parts, i.e. request a certain DVD or book volume that is part of a set, instead placing a copy hold. Clean up needs to be done with holds and parts.
- Response time and slowness issues are being investigated. Equinox did system adjustments, but don't know what to expect until actually go live. System tweaking is always necessary. Equinox support been very helpful.
- Encouraging libraries to consider printing their own notices locally, they are available online as PDF file. Saves libraries time by not having to recheck and saves on delivery, and our part-time tech support person is leaving tomorrow so will be short-staffed.
- PR materials are available – bookmarks and brochures were revised. Email or speak to Paula. Word templates also on Evergreen support site for local customization and printing.
- Thanked library staff for being supportive and patient during and after the migration. This level of problems and issues is not unusual in complex implementation as ours.

Nancy Tracy asked if MVLC is experiencing the same slow response time issue. Ron said they have one big block server, we have eighteen separate servers. Because differences in hardware, issues aren't the same.

Deb Abraham asked about buying new PC's, but doesn't want to buy something that doesn't have minimum requirements to run Evergreen. Ron explained Millennium demanded more on processor side, where Evergreen demands more on the RAM side. George reports recommending going to 6 GB RAM. Some of the issues reported seem to be with older PC's with 2 GB RAM and integrated video card, which uses system RAM.

Elizabeth Thomsen -
Patti Rogers asked for clarification responding to 500 emails, asked is development going on same time and how can directors suggest their development priorities. Elizabeth Thomsen explained to assist in gathering development suggestions from library staff, NOBLE signed up for online service called Uservoice where library staff can post development suggestions in ten different forums. Other staff can vote on it. This isn't a vote to approve the development just to prioritize what libraries need. NOBLE staff can download the information, compile it and see what the big development areas are. Then decide if within budget or if other networks want to do it.

Karen Pangallo asked when it will be available. Elizabeth stated finishing set up and should be available on SIS on Monday. There will be link and staff need to set up account with the email.

Ron added there are two levels of funding for development; $75,000 budgeted from MassLNC level and $10,000 in NOBLE budget that may not be funded by MassLNC.

Linda Hummel-Shea asked if ever going back to Conspectus. Elizabeth explained 12 years ago when came up on Innovative had ability to add call number prefixes, it was in marked subfield. Some libraries wanted to do that, some didn't. Elizabeth made a decision to let libraries do what they wanted. When time to migrate data to Evergreen, some libraries had prefixes some didn't. If library didn't have call number prefix on Innovative, then don't have on Evergreen. If library did have call number prefixes on Innovative may have data migration issues, mostly due to bad Millennium templates. Cleaning up data that had prefixes and errors, and libraries that didn't have call number prefixes working on creating them. More efficient to have data consistent and in long run will make easier to go back to doing Conspectus reports. Need to build in current system what could do in Innovative.

Electronic Resources – In Millennium NOBLE invented putting the 856 link, link to electronic resources, in the item record. No issues with OverDrive, but are issues with resources that are licensed only by one institution. No way to put link in item record in Evergreen.
Serials – Don't want to display in library's scope if there isn't an item record or a link in the record. Need to put 856 link in those records.
Localization – Still issues with way localization works, want to show searches of local library at top.
Catalog – Haven't done much with catalog other then basic set up. Evergreen has the ability to tweak relevance rankings. Some fields not displaying that need to be worked on.
Screencasts – Continue to do for staff and now for patrons. Will be posted on YouTube and Facebook.
Syrup – The course reserves module, Beth Willis is working with Kathy Lussier to get it working.

Martha Driscoll –
- Data Migration – During the past ten days 1.2 million bib records, 3 million items, 400,000 patrons, and 200,000 transactions were migrated. The bibs took twice as long as expected, but still finished in time allotted. There were some data issues, but Martha and Michele have experience with SQL, language used for the database, and was able to resolve those issues fairly quickly.
- System slowness – reports came in the second week. Catalog searches were slow, after investigating if certain filters are set during searching results are slow. Reported this Equinox, as well as slowness when open edit item attributes screen and patron edit.
- Support contract with Equinox and they have been very responsive. Vice President was in our system and C/W MARS entire Memorial Day weekend. Set up monitoring software on our servers. Configuration files been tweaked at Equinox.
- Virtual Catalog – working on getting connectivity set up. Jason Stevenson at MVLC wrote code for the interconnect so virtual catalog can log into our system and place holds and create temporary bibs and items. It's installed on our system and working. Programmer from Sirsi Dynix has been testing it and currently trying to get the Z39.50 server up.
- Past two years staff has been working on building and migrating data into the Evergreen system. Staff is very familiar with it so able to resolve problems quicker then when came up on Innovative.

Nancy Tracy said check in and checkout slow when scan patron card and items. Martha will look into it.

Brian Courtemanche asked if Syrup will be up by August. Elizabeth stated expects it to be working then and will keep updated.

Alan Thibeault stated he thought the implementation and past two weeks went very well for this size project. Thanked NOBLE staff for their work.

Elizabeth Thomsen thanked directors and the trainers they choose. The trainers had a lot of responsibility and were very helpful in making the transition.

Linda Hummel-Shea stated she has staff member that works at MVLC and had him come in morning NOBLE came live to help. He said it was so different then when they came up, better prepared with NOBLE.

DISCUSSION OF FINE RULES STANDARDIZATION:
- Ron stated that at February meeting MaryAnn Niles asked for a future discussion on fine rules. She is not at today's meeting so not sure what she wanted to discuss regarding fine rules.
- Elizabeth Thomsen stated it is an issue that has come up over the years about whether or not loan rules and fines should be more consistent amongst libraries.
- Linda Walsh stated she doesn't see how fine rules can be consistent among all libraries. Libraries have different policies and would need to go to trustees and/or town to change and approve. Some libraries have no fines for specific reasons and probably wouldn't want to start changing fines. Standardized loan rules may be more of discussion.
- Patti Rogers asked about setting age hold to initially restrict holds. Ron said there is a policy in place that states libraries can use display for 3 months to limit locally. Discussion about holds continued.
- Elizabeth commented that we want to find balance of local rights vs. greater good. Holds will be looked at and being developed.
- Elizabeth suggested maybe making fine information available to patron so they know when they check out the item. For example, if patron checks out book that comes from different library that charges more patron has argument they didn't know that and would opt to wait.
- Linda Walsh said maybe discussion about honor library fine rules that checkout the item regardless of who owns it. Gerri Guyote asked can Evergreen show fine rules to patrons when put hold on item. Susan Cirillo stated may not be good idea because Salem State doesn't charge fines so patron may not return item or return it timely.
- Karen Pangallo asked if on holds screen can a general message show patron by placing this hold fines could be charged if returned late.
- Elizabeth added another thing to think about is what type of financial tracking directors should have access to. With Evergreen have chance to look at this.
- Sharon Gilley asked, for the record, to help MaryAnn, how many libraries present would entertain the idea of trying to negotiate changing fines and holds. Show of hands, 14 hands raised.

ADJOURNMENT:
Linda Walsh made a motion to adjourn, Sharon Gilley seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Myron Schrer-Suter
Secretary