

**NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
OCTOBER 18, 2012**

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

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

APPROVAL OF MINUTES: Ruth Urell made a motion to approve Minutes from September 27, 2012 meeting. Linda Hummel-Shea seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: In Karen Pangallo's absence, Ron presented the report. It reflects new approved FY '13 budget. Myron Schirer-Suter made a motion to approve the report. Nancy Tracy seconded the motion, vote was unanimous.

Pat Cirone presented Myron with gift as outgoing secretary/clerk from FY '12.

MANAGERS' REPORT:

Ron Gagnon –

- Audit is under way. Received draft financial reports and audit. Bob Guimond will be in next week for last field visit. Challenging issue this year was trying to reconcile MassLNC grant funds as C/W MARS was the fiscal agent.
- Correction from last month's budget presentation. The figure \$1,146,434 appropriated capital was overstated. That figure is prior to audit adjustment and did not reflect capital funds expended in FY '12. Figure should be \$1,071,303.
- Working Groups are underway and have met or meeting in the couple of weeks.
- Executive Board approved creating a new full time position to provide system server support using funds already existing in the FY '13 and FY '14 budgets. Evergreen system is more time consuming to manage and upgrade servers. Had part time position last year as first line of support, but not going in that direction anymore. Need someone with server Linux experience. The new position will assist the Systems Manager in managing Evergreen servers as well as our mail and web servers. Alan Thibeault asked what the salary level and title will be. Ron stated starting at \$52,000, and job title either server or systems support, most likely systems support. Ruth Urell asked where it is on budget under wages and salary. Ron explained it's line item 65140, Technical Support position.
- Strategic planning process has begun. Our FY '14 Annual Action Plan will be presented for approval at the November Members meeting. It is due December 1st to MBLC. Our long range strategic plan for FY '15-'19 is due to MBLC October 1, 2013. Our current plan expired the end of FY '12, but were given a two year grace period. Will have large meeting in the spring to gather input.

Elizabeth Thomsen –

- Continues to work on reports. Reports Roundtable scheduled next week, and hands on training will be scheduled. Dates to be announced. Doing screencasts for each of the types of reports already covered or that will be part of that session.
- NextReads - notified EBSCO when changed to Evergreen. When followed up they weren't doing a precise search, working better now. Lists are checked before they go out, and will start reposting on our Facebook page. Plan to get that done on a more scheduled basis.
Working with social media - doing Screencast how to post various NOBLE services on Facebook, Pinterest, etc.
Set up each NextReads newsletter with single link that always points to most current version. Also updating special booklists that have done in the past for the upcoming holiday season.

Martha Driscoll –

- Reported Purchase Alerts are back in place and on Staff Information System as of this morning. She will send out an email. List of title holds for pick up at your library, how many copies you own, how many copies system owns. Sorted by format, runs every day.

PRESENTATION OF PROPOSED FY 14 COSTS FOR OVERDRIVE, WEB HOSTING AND PC SUPPORT:

Ron did Powerpoint presentation of proposed budget costs for additional services, highlights below.

OVERDRIVE

- Very successful, use nearly tripled from FY '11 to FY '12.
- Every NOBLE library increased use in FY '12, from 10% to 404% for Merrimack.

Funding:

- FY '12 libraries assessed \$20,000. NOBLE matches \$20,800 for titles, plus \$19,200 server cost from NOBLE budget. Libraries additional contributions.
- FY '13 libraries assessed \$30,000. NOBLE matched \$25,000 for titles, plus \$12,000 for servers from NOBLE budget. Libraries additional contributions.
- FY '14, Executive Board recommends \$40,000 library assessment, plus \$13,400 for titles and \$12,000 server costs from NOBLE budget.

Cost Distribution:

- Executive Board recommends OverDrive cost distribution:
 - Half based on share of FY '12 actual use
 - Half based on FY '13 assessment
 - Half distribution softens annual changes in cost compared to only use.

Alan Thibeault asked where the budget line items are on budget sheet. Ron pointed out page 4 of 6 on budget sheets. He also inquired what were the extra library contributions. Ron didn't have the figure. Paula answered in the \$70,000's, but will double check and email him.

Elisabeth Tully expressed concerns about the philosophy with OverDrive, especially where NOBLE doesn't own titles. If we no longer use OverDrive's service then we lose titles. She would like to be open to other possibilities for FY '14. Ron explained the state is looking at a Colorado type model, would be a separate system not integrated with OverDrive, and problem is not many publishers.

Patti Rogers felt \$100,000 from FY '12 was a lot of money to invest in titles we do not own and wondered if putting the extra \$10,000 increase is necessary and where did the funds come from. Ron explained the use and demand is there. The funds came partly from surplus, and some from money saved on technology.

Pat Cirone added it was discussed at Executive Board to allocate a small portion of the surplus to OverDrive, most went to capital. At Beverly use is up and it's among all demographics. The discussion at Executive Board was attempting to meet the needs in change in use and demand. Myron Schirer-Suter stated their usage is up 180%, so have to meet patron demand.

Alan said as collection gets bigger may need to assess title purchases. Elizabeth Thomsen pointed out she does collaborate with Collection Management Group on decisions made about going into other formats, etc. In terms of doing the selection she doesn't need to be the sole title selector and is open to developing a collection management policy to expand or go into other formats. She can look into look other models.

Pat stated can be open to other vendors, but by adding the extra \$10,000 it helps meet the growing demand. Can not rely on the extra contributions by libraries, may only have budget line to rely on.

WEB HOSTING

- Optional service used by 14 out of 17 public libraries, and 4 of 10 academics.
- No increase in cost since started in 1997.
- Original cost provided for server costs.
- Approved increase for FY '14 from \$120 to \$300

ONSITE PC SUPPORT

- Optional service used by 13 of 17 public libraries, and 2 of 10 academics.
- Funds cover personnel, one full time and one part-time (two days a week), and Symantec Antivirus software for licenses for PC's covered under the program. NOBLE budget contributes \$24,000 to support the program.
- Early years had surplus, using surplus to fund 2nd day for part-timer for few years.
- Second day necessary due to increased workload – more public PC's, and increased use of PC management such as EnvisionWare.
- Proposing 5% surcharge on libraries with PC Management software.
- \$244 increase for average participant.

EBSCO

- Contract expires 6/30/13. Expect to get proposal in spring and present to Members, been in discussions with Executive Board. Will look at Gale and other options. EBSCO is owner of netLibrary. Don't know direction or budget figure to present at this time.

VOTE ON FY 14 BUDGET:

- Ruth Urell asked if came to conclusion on OverDrive, do we have to decide now on extra \$10,000 assessment? Also concern on wages, salary increase of over \$100,000 from FY '11 to FY '14. Ron explained budget actually goes down from \$1,387,805 in FY '11 to \$1,361,561 in FY '14. She expressed concerns having to add fulltime staff now and was not anticipating ongoing costs for MassLNC.

Pat Cirone explained it wasn't known going into the grant, but now this is collaboration between three networks. If each network did on their own, then NOBLE staff would have to manage it and very time consuming. Myron Schirer-Suter and Brian Courtemanche added that it was known we had to anticipate ongoing support of Evergreen and staff to manage it. Kathy Lussier is support for NOBLE and other networks; opens tickets, troubleshoots, works with Equinox. Pat also added MassLNC developed to pool three networks resources and open to other networks that want to join.

Patti Rogers added she recalls the discussion from the three models and Coordinator model was the model being persuaded. Pat explained NOBLE wanted coordinator and part code writer, other 2 networks were against it. They both have staff code writers. Linda Shea added weren't looking to increase NOBLE assessments, stay level funded. Funds were reallocated.

Sharon Gilley added having surplus in this economy is commendable. Concerned about salary increases and adding new position, would like to see more details. Brian Courtemanche explained he looks at the \$200,000 that isn't going to Innovative, as money being reallocated to support Evergreen.

Linda Hummel-Shea added at MassLNC meeting, NOBLE was the only network that had a handout of improvements, which is a credit to NOBLE staff. MassLNC group approved those improvements. Elizabeth Thomsen added Jeff Klapes from Electronic Resources Working Group discussed the submitted improvements with the group.

Paula Acquaviva took roll call vote, sheet attached. FY '14 Budget was passed by unanimous vote by libraries present. Carol Gray made a motion to approve the \$10,000 increase in the OverDrive Assessment for FY '14, Rich Allen seconded the motion. Vote passed by unanimous vote.

EVERGREEN UPDATE: CATALOG AND DEVELOPMENT

Due to meeting running late, tabled to next month.

OTHER BUSINESS

Pat Cirone brought up two items:

- 1) Situation that arose by her Children's Head Librarian where children come in with different adults and different cards to use. They are having a meeting to discuss how to handle these situations;
- 2) Suggested have library directors meet on regular basis to discuss library issues, not necessarily NOBLE related. Can meet whenever people prefer, stay after on Members meeting, or meet at libraries at end of day. Idea was welcomed by other library directors.

ADJOURNMENT:

Myron Schier-Suter made a motion to adjourn, Linda Walsh seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Nancy Ryan
Secretary

NOBLE MEMBERS OF THE CORPORATION MEETING
AT NOBLE
OCTOBER 18, 2012

LIBRARY

Beverly

[Signature]

Bunker Hill CC

Danvers

Ann Ylbeck

Endicott College

Brian Courtmanche

Everett

Gloucester

Carol Gray

Gordon College

Wynne Silva-Sator

Lynn

Theresa Hurley

Lynnfield

Marblehead

Patti Rogers

Melrose

[Signature]
[Signature]

Merrimack College

Middlesex CC

Montserrat

Northern Essex CC

Linda Shea

North Shore CC

John Kozic

Peabody

Phillips Andover

Elizabeth Jolly

Reading

Patt Ull

Revere

Salem

Nancy Tracy

Salem State University

Glen Magnett

Saugus

Stoneham

Swampscott

Alex Hwean

Wakefield

Maria A. Kelly

Winthrop

NO one

MBLC

NOBLE, Inc.

Mayko Dinscoll

Ronald A. Hayes

Dr. B. B.

MEMBERS OF THE CORPORATION MEETING
 VOTE FOR APPROVAL OF FY '14 BUDGET
 OCTOBER 18, 2012

MEMBER LIBRARY	VOTING REPRESENTATIVE	YES	NO	ABSTAIN	NOT PRESENT
Beverly -	Patricia Cirone	X			
	Anna Langstaff (A)				
	Laurie Formichella (A)				
Bunker Hill -	Vivica Pierre				X
	Andrew McCarthy (A)				
Danvers -	Alan Thibeault	X			
	Suzanne MacLeod (A)				
	JoAnne Powell (A)				
Endicott -	Brian Courtemanche	X			
	Betty Roland (A)				
	Audrey Koke (A)				
	Bridget Cunio (A)				
Everett -	Deborah Abraham				X
	Ellen VandaLinda (A)				
Gloucester -	Carol Gray	X			
	Helen Freedman (A)				
Gordon -	Myron Schirer-Suter	X			
	Randy Gowman (A)				
Lynn -	Theresa Hurley	X			
	Lisa Bourque (A)				
	Paula Joyal (A)				
Lynnfield -	Nancy Ryan				X
	Laurel Toole (A)				
Marblehead -	Patricia Rogers	X			
	Ann Connolly (A)				
	Chris Evans (A)				
Melrose -	Linda Walsh	X			
	Diane Wall (A)				
Merrimack -	Kathryn Geoffrion Scannell	X			
	Lyena Chavez (A)				
	Christina Condon (A)				
Middlesex CC -	Mary Ann Niles				X
	Ellen Royalty (A)				
	Laura Horgan (A)				
North Shore CC -	Karen Pangallo				
	John Koza (A)	X			
	Bill Meunier (A)				
Northern Essex CC -	Linda Shea	X			
	Gail Stuart (A)				
	Mike Hearn (A)				

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MEMBER LIBRARY	VOTING REPRESENTATIVE	YES	NO	ABSTAIN	NOT PRESENT
Peabody -	Martha Holden				X
	Gerri Guyote (A)				
	Michael Wick (A)				
Phillips -	Elisabeth Tully	X			
	Jeffrey Marzluft (A)				
Reading -	Ruth Urell	X			
	Dorota Socha (A)				
	Lorraine Barry (A)				
Revere -	John Cronin				X
	Lona Frongillo (A)				
	Mark Ferrante (A)				
Salem -	Nancy Tracy	X			
	Alison Barry (A)				
Salem State -	Susan Cirillo				
	Glenn Macnutt (A)	X			
Saugus -	Diane Wallace				X
	Mary O'Connell (A)				
	Bethany Templeton Klem (A)				
Stoneham -	Mary Todd				X
	May Forkin (A)				
Swampscott -	Alyce Deveau	X			
	Susan Conner (A)				
Wakefield -	Sharon Gilley	X			
	Becky Rohr (A)				
	Catherine McDonald (A)				
Winthrop -	Ann Gutting				
	Richard Allen (A)	X			
*A = Denotes Alternate					