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

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

APPROVAL OF MINUTES: Karen Panagallo made a motion to approve Minutes from June 20, 2013 meeting.   Linda Shea seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: Karen Pangallo reported on budget as of 6/30/13. C.P.A. Bob Guimond started his field visits, and audit adjustments will be reflected next month with new FY '14 budget figures. Pat Cirone made a motion to approve the report. Nancy Tracy seconded the motion, vote was unanimous.

MANAGERS' REPORT:
<u>**Ron Gagnon**</u> –
-   Bob Guimond began his field work for FY '13 audit.
-   Work continues on Selection Committee for hiring director of MBLC. First round resulted in recommending two candidates, but one withdrew. Did second round and committee is recommending two more candidates plus the original candidate from first round.
-   Resource Sharing Working Group has been working on the concept of academic vs. public cards. The Group recommended academic cards be used in our public libraries. Executive Board will discuss this in October. Per chairperson, Jacki Strycharz, reasons are network collaboration and reciprocity and a more streamlined, less confusing patron experience.
-   Collection Management is sponsoring meeting on October 3rd on Weeding.
-   Grant subsidies were submitted for MBLC resource sharing and telecommunication grants. Amount will be announced next week.
-   Brian Courtemanche is new Executive Director of MassLNC Board. Karen Pangallo is other NOBLE representative this year; Ron is on the Board as ex officio member.

<u>**Elizabeth Thomsen**</u> –
-   Reviewed fall meeting schedule which is posted on Staff Information System.
-   Suzanne Paterno created a Book List Generator. It pulls together groups of items added to a copy location during a time range, and formats this into the HTML you can add to a page or post on your website. It's a beta version. Working on offline and online beta session called Batches, Buckets, and Booklists.
-   Reported on EBSCO:
    - Setting up new services, NoveList package, A to Z. Martha set up new authentication, patrons log in with barcode and directs you to appropriate library profile, doesn't include using the proxy server. Working on how to proxy Gale databases on A to Z.
    - Elizabeth, Christine and Michele met with EBSCO staff in Ipswich going through NOBLE profile and cleaning up and deleting old files.
    - NoveList Select layout didn't display well, identified problem.
-   Duncan Smith, creator of NoveList, and cofounder Roger Rohweder came to Electronic Resources and Database Working Group meeting, and met with Ron and Elizabeth after to discuss NoveList.
-   Karen Pangallo asked if have time frame when A to Z with LinkSource will be ready. Elizabeth stated it's her top priority.

<u>**Martha Driscoll**</u> –
Will report on Evergreen later on in the agenda. Asked if anyone had any other questions or issues, there were none.

ELECTION OF CLERK:
Brian Courtemanche reported Executive Board nominated Linda Hummel-Shea to fill the vacant position of clerk. He asked for any additional nominations, none. Vote was unanimous to elect Linda Hummel-Shea as clerk.

PRESENTATION OF FY2015 NOBLE BUDGET:
Ron Gagnon sent out budget to directors prior to meeting. Did a PowerPoint presentation, highlights below:

Headlines:
- FY 15 Budget level funded
- Library Assessments change due to new formula
- Incorporated shared EBSCO and OverDrive donations

Level Funded:
- Bottom line same as FY 12, FY 13 and FY 14
- Shifts within budget due to technology moves
- Savings allow for some additions

Changes:
- Operating costs up 2.2%, $33,556
    Eliminated capital contribution, minor increase in reimbursements
    Equals the cost of the NoveList and A to Z additions
- Personnel up 3.5% due to insurance, step raises, cost of living
- Added back record enhancement, reduced NOBLE software development

System Costs and Savings:
- Reinvestment in system: development and staffing.
- Better use of existing investment in collections:
    Catalog enhancement (NoveList Select, reviews, media images)
    A to Z and NoveList
    Worked with ERDWG

Evergreen, Staffing and Service:
- Innovative limited, prescribed access
- Evergreen open, do-it-yourself, with full access to data and software
- More and quicker software updating
- Staffing needed to manage changes and take advantage of data access
- Support from Equinox, MassLNC, community

Evergreen Improvements
- NOBLE staff customizations: revised billing process, report templates, new book list
- NOBLE paid development: Bookbag improvements, items f rom MARC files, thumbnails in catalog records
- MassLNC paid development large and small in all modules, also bug fixes
- MassLNC/MBLC analysis of system throughput
- Share in community developments

Reimbursements Steady:
- More pessimistic estimates for MBLC subsidies and Erate
- MBLC subsidies received in FY 14 used to offset FY 15 Budget; exact amount not known yet, and subject to mid-year 9C cuts
- Erate changes being processed
- Increased surplus from FY 13 put to FY 15 budget

Other Costs:
- Executive Board will review:
    OverDrive Assessment, PC Support, Web Hosting
- EnvisionWare, pass through

New Assessment Formula:
- Incorporates revised assessment formula voted in June 2012
- FY15 assessments will range from a 4.5% increase to a 4.8% decrease
- Second year of three year phase in
- Greater portion divided equally, 75%, with 12.5% for circulation and active borrowers

EBSCO: 3 Year Contract:
- Base Package, A to Z and NoveList:
    No increase FY 14
    2% increase FY 15 & FY 16
- NoveList (catalog and readers advisory) and central A to Z paid from NOBLE budget assessment

Longer View:
- Capital Account: $1.3 million
- Contingency Account: $675,000
- State Funding Picture:
    Much of MBLC uses Federal LSTA funds for grants and databases – Federal budget still uncertain
    State 7000-9506 funding has been steady, other line items more variable
    Need reserve funds to provide for future upgrades

FY 16 Budget Issues:
- Lease ends May 31, 2016
- Evergreen servers will be five years old
    Hardware end of useful life
    Maintenance expires (purchased in advance)
- Will place demand on reserve funds (and staff)
- Need hosting solution that minimizes downtime (move and ongoing) – outsource
- Ease location to access for training and staff

Ron explained budget was discussed and unanimously approved by Executive Board on September 11th.
Presented today to Membership and will be voted on at October 17th Members meeting.

Asked for questions. Pat Cirone asked what was rationale for cutting back on NOBLE software
development. Ron explained last year funding was low and feels at this point doesn't foresee the need for
large budget item. Can always be revisited during budget process next year.

EVERGREEN UPDATE:
Ron reported the following:
- Work on development continued over the summer. NOBLE paid for few small development projects.
  MassLN Board voted to allocate 10% of MassLNC development to fixing long standing bugs that
  effect many of MassLNC libraries and network.
- OmniTI has been contracted to evaluate Evergreen software. Project just beginning, got delayed.
  Should hear back late fall.

Elizabeth reported the following:
- New formats were introduced. Before there was a single list of distinct boxes, in Evergreen have
  more flexibility. Putting in new formats showed some issues about our data. Suzanne was able to
  create a tool to go look for issues.
- MassLNC has been trying to figure out an approach to mobile. Had MassLNC Mobile Summit to
  decide as an organization what would be best option. Current catalog works well down to tablet size.
  Three options to approach mobile:
    1) Outsource app, i.e. boopsie. MassLNC not structured to do that
    2) Separate mobile skin from catalog, had this on Innovative
    3) Responsive mobile version of the catalog, Evergreen community is moving towards this approach.
        It was discussed how much of the catalog should be available, stripped down version or full
        catalog. It was decided all features should be available no matter what mobile device using.

Kathy Lussier is attending the Evergreen Hack-A-Way this week. This is a meeting of developers working together on development. Kathy is working with developers to get the mobile catalog going.

Alan Thibeault asked what would be required for an app based solution. Elizabeth explained it requires a contract with an outside vendor, or a commitment within Evergreen community to develop and maintain it. Difficult to get all three networks to agree on one vendor that can handle all possible mobile devices and updating.

Patti Rogers thanked staff for committing to get the mobile catalog up and running. It shows our patrons that the libraries understand what patrons needs are and how much they use mobile device. Elizabeth states if Kathy and developers don't come up with a solution in time frame we want, then may need to consider doing a separate mobile skin.

- On MassLNC's idea site we were underrepresented . There was a split between NOBLE and MassLNC idea site where people were posting ideas and input, so to have everything on one site Elizabeth decided to close NOBLE's idea site. She set it up before MassLNC had an idea site. Strongly encourages NOBLE library staff to go to MassLNC idea site and give input.

Martha reported the following:
- When Release 2.3 was loaded last spring there were memory leak issues that slowed PC's. Over the summer Georgia Pines contracted with Equinox to work on the issue.
- Cloning process, which is what is used to copy a patron record when registration family members, creates a link between the records. Policy is not to link patrons together with family members, therefore unlinked patrons. Contacted Equinox about this and the fix was installed this morning.
- Awaiting delivery for new Dell server for Syrup, it was on the training server so want to have it on own server.

OVERDRIVE AND EBOOK UPDATE:
Elizabeth reported the following:
- OverDrive Read, OverDrive's browser or cloud based reading program. Go to site and book will open up in your browser or you can download it into your account. Almost all books are available on OverDrive read. When download book you are saving it into your browser, can go back to browser and read and can return book from there, as opposed to return it from app you downloaded it to. While show this at OverDrive Roundtable.
- Mass eBook Project is a pilot project to provide eBook borrowing to users throughout the Commonwealth through a single user-friendly platform offering a broad selection of titles. Five NOBLE libraries, Beverly, Middlesex, Phillips Academy, Salem State, and Wakefield, are participating in the project. Three vendors were chosen, EBL, BiblioLabs, and Baker & Taylor. Pat reported launch date is now sometime in October, with 6 month pilot from date of launch. NOBLE was invited to send one representative to the meeting since the Network has to do validation.

NEW BUSINESS:
Diane Wallace mentioned she received information on the Community Innovation Challenge Grant program. There is $4 million available for grant funds.   Pat Cirone asked if she could send the link.
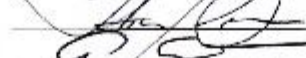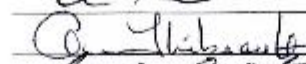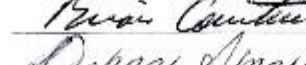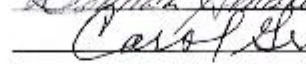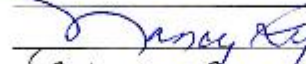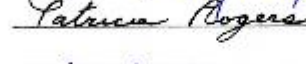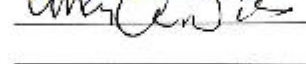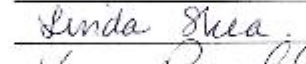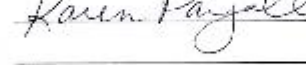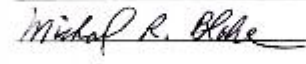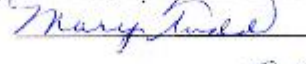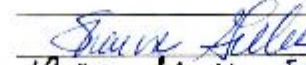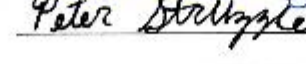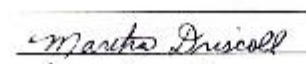
ADJOURNMENT:
Nancy Tracy made a motion to adjourn, Carol Gray seconded the motion. Meeting adjourned at 12:15.

Respectfully submitted,

Linda Hummel-Shea
Secretary

NOBLE MEMBERS OF THE CORPORATION MEETING
AT NOBLE
SEPTEMBER 19, 2013

LIBRARY

Library	Signature
Beverly	*[signature]*
Bunker Hill CC	
Danvers	*[signature]*
Endicott College	*[signature]* Brian Courtemanche
Everett	*[signature]* Daphne Aharan
/Gloucester	Carol Gray
Gordon College	
Lynn	
Lynnfield	*[signature]* Nancy Ryan
Marblehead	Patricia Rogers
/Melrose	
Merrimack College	*[signature]*
/Middlesex CC	*[signature]*
Montserrat	
Northern Essex CC	Linda Shea
North Shore CC	Karen Payolla
Peabody	
Phillips Andover	Michael R. Blake
Reading	
Revere	Kevin Sheehan
Salem	Nancy Grady
Salem State University	*[signature]*
/Saugus	*[signature]*
Stoneham	Mary Todd
Swampscott	
Wakefield	Sharon Geller
Winthrop	Peter Struzziero
MBLC	
NOBLE, Inc.	Martha Driscoll
	D. B. Tum
	Ronald A. Hogan