NOBLE
MEMBERS OF THE CORPORATION MEETING
AT NOBLE
NOVEMBER 21, 2013

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

CALL TO ORDER: Brian Courtemanche called the meeting to order at 10:00. Brian presented Nancy Ryan with a gift for her past duties as secretary/clerk of NOBLE. Introductions were done.

APPROVAL OF MINUTES: Ruth Urell made a motion to approve Minutes from October 17, 2013 meeting. Linda Walsh seconded the motion, passed by unanimous vote.

TREASURER'S REPORT: Karen Pangallo reported on budget as of 10/31/13. Alan Thibeault made a motion to approve the report. Gerri Guyote seconded the motion, vote was unanimous.

MANAGERS' REPORT:
Ron Gagnon –
- NOBLE libraries have met the 75% barcode requirement to implement sort-to-light. Martha has been in touch with Optima on technical issues to prepare for implementation.
- Ron and Ruth Urell have been asked to be on committee for the third found for the MBLC director search. Interviews will be held late March. Search was reopened due to top candidate declining the offer and the State wanted a new search.
- Filing LSTA grant for updating our telecommunication equipment; switches at library and central site router. The equipment is going end of life, which means no longer eligible for updates or patches. Letter of Intent will be for approximately $100-$120k. MBLC will cover 60% of equipment costs and up to 40% of implementation costs, remaining costs will be funded from our capital funds. Letter of Intent is due December 5th, final grant due April 11th. The grant requires a Membership vote, and will be on the February meeting agenda.
- Ron and Elizabeth attended NELA Conference in October. Went to Salem State's session on mobile apps, the college will be hosting a session in January at the library.
- Held several Welcome to NOBLE sessions for new library staff at Phillips, Peabody, Winthrop, and North Shore, one for Gordon coming up. Contact Ron if want set up meeting.
- Elizabeth will on vacation for two weeks immediately after meeting.

Elizabeth Thomsen –
- Reported on Roundtables held, discussions were on what changes are coming. Encourages NOBLE library staff to use MassLNC Ideas Site. Jeff Klapes and Nancy George participated on MassLNC Development Committee. Kathy Lussier is considering having Committees meet twice a year to look at development, i.e. acquisitions.
- OverDrive Roundtable – a lot of the discussion was about OverDrive Read, which is the cloud based reading program where you read in browser. It's been out for about a year and doesn't need apps, etc. Easier for patrons to use.
- Social Media Roundtable – talked about all the social media sites available and which ones libraries are using.
- Staff Information System – working on redesign and theme. Still have to work on calendar training. Ron's Executive Director and NOBLE Newswatch incorporated now.
- Enhancements are being looked at in preparing for upcoming Release 2.4, some highlights below:
    1) Acquisitions: Christine was shown screencasts by acquisition developers. A meeting will be scheduled in March to go over acquisitions functions for existing libraries and libraries not using it, development is funded by NOBLE. A feature acquisitions will have is libraries not using it will able to download a cart from a vendor and upload it to the system.
    2) Authority records, non-roman text able to display and indexed.
    3) Looking at setting up headings for genre settings.
    4) Doing 658, curriculum based material. More numeric search types.

5) Stemming allows your searches to find many returns, but not necessarily the topic you want. Want ability to turn it off, but not getting support from MassLNC partners or Evergreen community. In upcoming release will have more ability, including turning off stemming. Able to turn it off in the training system, but it didn't do what wanted.

- Change to way NoveList Select will display.

Martha Driscoll –

- Working with Optima in setting up sort to light, gave them configuration information. Waiting to hear back.
- In January going to schedule a PC Reservation and LPT:One Roundtable with George and Tom.
- There's new malware called Cryptolocker appearing. It comes in email with an attachment. It locks all files; docs, spreadsheet, pictures, with 2000bit encryption and cannot be unencrypted. Also can attach to devices that are connected to a computer. Advise staff to not click on attachments and back up files regularly. Malwarebytes has a program that can protect your computer.

VOTE TO APPROVE FY15 ACTION PLAN:
The Action Plans are required for LSTA grants from MBLC. Prior to this meeting Ron emailed to directors a FY 13 Annual Action Plan report, the report reviewed goals accomplished. Also emailed was the FY 2015 Action Plan, he reviewed highlights below:

- Lease will be up, do we stay at current office space or move somewhere smaller.
- Evergreen server will be 5 years old. Have to look at options; house servers offsite or outsource a system that's hosted and managed somewhere else.

Linda Shea made motion to approve the FY 15 Action Plan, Peter Struzziero seconded the motion. Motion passed by unanimous vote.

Ruth Urell commented she thought plan is will written with clear and understandable goals.

VOTE TO APPROVE REVISED BORROWERS CARD POLICY:
Ron gave background on the policy and highlighted reasons why the revision is needed:
1) Reflect that academic cards are now accepted in public libraries.
2) Out-of-state public/community borrowers may receive a different level of service, at the local library's option.
3) Changed Millennium terminology to Evergreen terminology.
4) Merged formerly free-standing Problem Patron Address, Teachers Cards and Institutional Card policies into the one Borrowers Card Policy.

Linda Walsh made a motion to approve the revised Borrowers Card Policy, Ruth Urell seconded the motion. Motion passed by unanimous vote.

VOTE TO RESCIND PROBLEM ADDRESSES, INSTITUTIONAL CARD AND TEACHERS CARD POLICIES:
These were three separate policies that covered prior issues, and were incorporated into the new Borrowers Card Policy just passed.

Ruth Urell made a motion to rescind the three policies stated above, Nancy Tracy seconded the motion. The motion passed by unanimous vote.

EVERGREEN UPDATE:
Ron reported the following:
- A point he meant to mention during the annual action report item is the MBLC sent out their annual report and there was a full page of the MassLNC Project.

- Evergreen work has been focusing on Release 2.4, which plan to load in January. The release has significant enhancements in the public catalog and the staff client, some funded by MassLNC, some by NOBLE.
- Beyond 2.4, MassLNC is going forward in participating with the web based client prototype. Equinox will be developing it.

Elizabeth reported Suzanne Paterno has been working on data related tools; i.e. the booklist generator.

Martha reported:
- Continues to work on the memory leak issue. Evergreen Community released some patches which were installed, but still seeing crashes.
- Opac timeout is still happening when in client and have a tab open and search the catalog, but still timing out of catalog.
- Did test load of 2.4 on training system to see how long it will take to upgrade on production server. Took 40 hours to reindex. Reindexing can run in parallel, hoping to get load time down to 6 hours. If doesn't take too long will possible do in early January, if does take long time will do Martin Luther King weekend.

NEW BUSINESS:
- Ruth Urell is looking at automated materials handling with check in.
- Andrew McCarthy stated Bunker Hill has moved their library website to the college website. Their current site will be taken down from NOBLE shortly.
- Susan Cirillo stated the new Salem State library dedication was delayed and hopefully will be in the spring.

ADJOURNMENT:
Karen Pangallo made a motion to adjourn, Nancy Tracy seconded the motion. Meeting adjourned at 12:00.

Respectfully submitted,

Linda Shea
Secretary