

**NOBLE
MEMBERS OF THE CORPORATION MEETING
AT READING PUBLIC LIBRARY
NOVEMBER 17, 2016**

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

CALL TO ORDER: Alan Thibeault called the meeting to order at 10:05. Alan welcomed Amy Lannon, new director at Reading Public Library.

APPROVAL OF MINUTES: Brian Courtemanche made a motion to approve Minutes from the October 20, 2016 meeting; Kathryn Geoffrion-Scannell seconded the motion. Motion passed unanimously.

TREASURER'S REPORT: In Myron Schirer-Suter's absence Ron Gagnon presented the report. Report reflects audit adjustments. The federal and state tax returns have been filed. Copies of the financial reports were sent to MBLC.

MANAGERS' REPORT:

Ron Gagnon –

- Continue to investigate CMS and bibanalytics for academics, looking into a group purchase.
- Ron and Elizabeth attended the Mass Library System Annual meeting at Holy Cross. Their new strategic plan was approved.
- The local Legislative Breakfast will be held December 16th at Peabody Institute Library, Martha Holden will be hosting.
- March 7th is MLA Legislative Day at the State House.
- Stemming from a conversation with Mary Rose Quinn, we supplied MBLC with information taken from our libraries for our most traveled books, CD's, and DVD's. MBLC will calculate the miles traveled and use it to promote funding for resource sharing. Two out of the three most traveled items are owned by Stoneham.
- Ron and Elizabeth attended Deb Abraham's retirement reception at the Shute. Stacy DeBole asked Ron to speak. Deb was past president and clerk, and served on Executive Board for ten years.
- Member update - last fiscal year two changes to NOBLE membership was approved. One was a new membership category to facilitate smaller libraries at a reduced cost. This was prompted by Nahant's inquiry into NOBLE membership. Ron followed up and they decided to stay with MassCat, which costs about \$5,000 a year. Also approved was a full membership for Lasell College in Newton. They did not get their budget approved in time to give notice to Minuteman. They are still hopeful for FY 19 and including it in their budget due in January.
- Value of NOBLE – will be updating the figures in the document soon.

Elizabeth Thomsen –

- Roundtables – reviewed meetings held. OverDrive, Circ, Tech Services.
- Beth Willis and Elizabeth attended webinars; OverDrive Admin and linked data from EBSCO.
- Tuesday went to Melrose for staff day training session on the catalog. This is the same material as hands on training at NOBLE. On December 1st, doing a presentation session at NOBLE. Reminded directors that she can come to your library and train staff.
- On January 25th there will be a NoveList session, and will do supplement hands on training.
- Attended a Wikipedia Editathon at Phillips Andover. It focused on Abbot Academy Alumni Writers. Abbott Academy was a women's school that merged into Phillips Andover in 1973.
- In January the Collection Management Working Group will host a meeting that will be presentations from real life librarians on the new version of the Cool Tools we have.

Linda Gardener added she was at the training session and having Elizabeth come to their library was very valuable and helpful to her staff.

Martha Driscoll –

- Had four UPS battery failures in the computer room the last couple of weeks, a power module is being replaced on Monday.
- George and Tom have been setting up EnvisionWare MobilePrint service at a couple of libraries.
- Working with Peabody library on an email issue where staff not able to send from NOBLE to their municipality.
- Working on patron loading for colleges, 170 files loaded since July.

VOTE TO APPROVE FY 18 ACTION PLAN:

Ron Gagnon -

The FY 18 Action Plan was emailed to directors prior to this meeting for their review. The annual Action Plan is for NOBLE management purposes, as well as a requirement by MBLC for LSTA grant funding. Ron reviewed some plan highlights below:

Goal 1. Training and Facilitation Center

F. Participate in planning, presenting and attending the restored annual MassLNC conference.

G. Conduct a program or series of programs in support of software facilitating the collection and analysis of electronic resources.

Goal 2. Leading with Technology

A. Implement Web based staff client

B. Develop and update NOBLE priorities in Evergreen development.

C. Work with Electronic Resources and Database Working Group to implement improved access to multi-format and multi-edition titles in the catalog.

E. Work with MassLNC to integrate and/or revamp course reserves.

F. Work with PalS to develop, test and implement patron batch edit functionality.

G. Investigate methods to streamline patron batch loading.

H. Investigate ways to implement citation management functionality in the NOBLE catalog.

Kevin asked the difference between F & G, patron edit vs batch loading. Elizabeth explained F. brings together a group of patrons that needs to have something changed about them; G. probably will be most useful for the academics, since they tend to deal with patrons as a group, i.e. at the end of a semester. Occasionally publics may need to do make a global change, it's a utility tool for NOBLE.

Goal 3. Streamline and simplify user access policies.

A. Work with Resource Sharing Working Group to revise and update the Network Transfer guidelines.

Goal 4. Improve Access to Data

B. Provide catalog usage statistics in the statistics dashboard.

D. Investigate and implement software to manage electronic resources and compile and analyze usage.

H. Streamline secure access to the Staff Information System via improved authentication methods.

Goal 5. Coordinate and Promote e-content

A. Implement OverDrive API.

C. Investigate better integration with academic authentication sources to facilitate use of electronic resources.

D. Investigate and implement an enhancement to NoveList Select.

Goal 6. Provide Continuity of Knowledge and Service

A. Maintain currency of Evergreen software by implementing new features of Release 3.0.

C. Integrate audio and video into Digital Heritage website.

F. Review NOBLE funding in light of state, college and municipal library funding trends.

Goal 7. Advocate for Members

D. Represent NOBLE to potential member libraries to enhance the cooperation and resource sharing potential of NOBLE.

Ron pointed out some of these objectives may happen sooner, some later. Hard to predict with technology how quick things happen.

Kathryn Geoffrion-Scannell made a motion to approve FY 18 Action Plan, Martha Holden seconded the motion. Motion passed unanimously.

VOTE TO APPROVE REVISED BOOK GROUP REQUEST POLICY AND DELETE SPECIAL REQUEST POLICY:

Ron reported the Resource Sharing Working Group reviewed the Book Group Card Policy. Ron reviewed the Policy revisions which were emailed to directors prior to the meeting for review. The policy needed

revisions as it was passed about 10 years ago and made references to Millennium processes. The Special Request Policy, which is recommended to be deleted, has elements that are incorporated into the new Book Group Request policy. Both recommendations were approved by Executive Board.

Martha Holden made a motion to approve the revised Book Group Request Policy; Linda Gardener seconded the motion. Motion passed by unanimously.

Diane Wallace made a motion to delete the Special Request Policy; Kathryn Geoffrion-Scannell seconded the motion. Motion passed unanimously.

FLOATING AND DEPOSIT COLLECTION FUNCTIONALITY IN EVERGREEN:

Elizabeth Thomsen -

Floating is a feature that was an extra cost in Millennium, available in Evergreen. It allows you to set up a situation where a group of items can belong to a floating group. It will change the circulating element of the item record to be a different location. Libraries can take an item and let it float at another library. Or a group of libraries can purchase some items and float between them. Wakefield and Beverly have done this. Plan relies on an agreement between the libraries. It is not required that libraries use the floating functionality, just want libraries to be aware of the option.

Martha Holden asked if have many copies of an item and want to let another library keep the item because they don't have a copy, is that an option. Elizabeth explained it's not in the software, but you can keep the circulation at the other library.

Elizabeth stated can set up a test on the training system.
Ron added the system knows where the item is.

EVERGREEN UPDATE:

Ron Gagnon reported Kathy Lussier has been named release manager for next Evergreen release in March. Responsible for getting the enhancement and testing in on time, involves some technical work. Kathy's main goal is the web client, to integrate, oversee and test it.

Elizabeth Thomsen passed around a handout Evergreen Changes Coming Soon, reviewed below:

NOBLE Indexing Changes –

- Publisher
- Normalization
- Synonym List

Release 2.10 -

Acquisitions

- Paid Invoices
- Paid Line Items
- Download Import Failures
- Import Parts
- Purchase Order View

Index and Catalog

- Fixed Fields
- Form/Genre
- Checkout History
- Electronic Resources
- Long Fields

Notices

- New User Welcome Notice

Release 2.11 –

- Activity Metric
- E-mail Checkout Receipts

- Availability Statuses
- SIP Location Field
- Canceled Transit Status
- “Are You Sure...? For Payments”

NOBLE staff met with CW/MARS and Kathy Lussier about record loading to look at different approaches. Load many electronic records from many resources, not purely academic problem, publics have many as well. Difficult to get into the system, have to break them up into small batches, and don't want the loading to interfere with circulation. Discussed software changes that are needed.

MassLNC Ideas Site – discussed at ERDWG why not many people use the site. People find it hard to navigate, many ideas in there. Looking at ways to rewrite it and find easier ways to highlight topics to get more participation.

Evergreen For the Future Focus Groups – these are discussion groups on emerging trends, direction want Evergreen to go. Two will be held at CW/MARS and two at NOBLE. One is scheduled at NOBLE on December 6th, 2-4 pm, and the other will be held at a library, date and time to be announced shortly. There will also be online webinar versions for other MassLNC development partners. Links will be sent out this afternoon.

Martha Driscoll -

The Evergreen upgrade will be in two phases. Hardware was purchased, and will be put in place the first week of January. This will require freezing the current system so can take a backup of the database and migrate it to the new hardware. The database will be frozen at 5:00 pm one evening, with read only access to Evergreen, can search, but no holds can be placed. Load database into new system, run re-indexing overnight, that's when the synonym list and apostrophe indexing gets fixed. Sometime next afternoon system will go live. Postgres database software will be upgraded as well.

Will do upgrade to 2.10 and 2.11 the following week. Don't know dates of down time yet, information will be sent when known.

Dashboard Update – Martha showed new section added under Circulation tab in the Statistics Dashboard, called Circulation By Age. The new section is broken down by adult, young adult, children's material, and within each section it is broken down by ARIS format.

Martha pointed out the stats are based on data in the system, there are some DOB's in the 1040s, 1060s, so some database cleanup will need to be done. Ran statistics back to July 1st, so the fiscal year stats will be available. Martha added if there are any other statistics would like to see, let staff know.

Ron pointed out this change was added on the request of Patti Rogers.

Sharon Gilley asked under heading can you add “Materials” after Adult. Martha sated yes and will have Suzanne change that this afternoon

OVERDRIVE UPDATE: Elizabeth Thomsen

OverDrive rolled out a new version of their website. NOBLE went live on the new site on November 14th. Elizabeth did a presentation on the new version of the OverDrive site, highlights of changes below:

- It is easier to tell what format something is and if it's available or not.
- We have more control over the main page of the site, and can create and feature seasonal titles, read-alikes and other recommended backlist titles that are likely to be available.
- Browsing Improvements
- Improvements to placing and retrieving holds
- Recommendations for your library
- Changes to the renewal process

Will send out a list of questions patrons are asking about the new site.

Kathryn Geoffrion-Scannell pointed out you can't limit a search by publisher anymore. Elizabeth stated they did remove the publisher search in the advanced search.

NEW BUSINESS: None

ADJOURNMENT:

Diane Wallace made a motion to adjourn. The meeting adjourned at 11:40.

Respectfully Submitted,

Diane Wallace
Secretary

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LIBRARY

Beverly	
Bunker Hill CC	
Danvers	<i>Paula J. J. J.</i>
Endicott College	<i>Christy Lynn [unclear]</i>
Everett	<i>Donna [unclear]</i>
Gloucester	<i>Deborah Kelzer</i>
Gordon College	<i>Randall M. Gourman</i>
Lynn	
Lynnfield	
Marblehead	
Melrose	<i>Lucy Gardner</i>
Merrimack College	<i>Al [unclear]</i>
Middlesex CC	
Montserrat	
Northern Essex CC	<i>M. Acum</i>
North Shore CC	
Peabody	<i>Maitha Hold</i>
Phillips Andover	
Reading	<i>Amy [unclear]</i>
Revere	<i>Lavin [unclear]</i>
Salem	<i>Tara Mansfield</i>
Salem State University	
Saugus	<i>Tom [unclear]</i>
Stoneham	<i>Neel [unclear]</i>
Swampscott	
Wakefield	<i>Shirley [unclear]</i>
Winthrop	<i>Don [unclear]</i>
MBLC	
NOBLE, Inc.	<i>Elizabeth [unclear]</i> <i>Martha [unclear]</i> <i>Pamela [unclear]</i>