

NOBLE Executive Board Meeting Minutes Hybrid May 7, 2025

Present: Kathy Lussier, Brian Courtemanche, Jonathan Nichols, Allison Babin, Catherine McDonald, Myron Schirer-Suter, Rachel Overbeck, Anna Sarneso, Theresa Hurley, and Abby Porter

1. Call to Order

Brian called the meeting to order at 2:07 pm.

2. Approval of Minutes

- **4/9/25 Executive Board Meeting**
- **4/29/25 Special Executive Board Meeting**

Catherine made a motion to approve the minutes from April 9, 2025 and April 29, 2025, seconded by Allison. The motion passed unanimously.

3. Treasurer's Report

Myron reported that all is proceeding as expected.

4. Executive Director's Report

Kathy reviewed the Director's Report, which included the following:

- News about member libraries, including the ribbon cutting for the Melrose Public Library and budget updates for Lynnfield and Stoneham.
- An update on the Gordon-Conwell migration, which has been delayed slightly.
- The ergonomics project has been completed.
- Beverly, Swampscott, and Winthrop will be the pilot libraries for the E-rate/filtering project.
- An update on the Aspen project, which is proceeding well.
- NOBLE is looking for a new vendor for Network Monitoring.
- A consultant has been hired to assist with the rollout of Salesforce, which will take place in September.
- NOBLE Director Roundtables will continue with a central discussion topic.
- NOBLE Staff will attend the Evergreen Conference and MLA.
- Kathy reviewed her activities as co-chair of the MLA Legislative Committee.
- ECDI is working on an action plan.

5. Public Libraries in Non-Certified Municipalities

Rachel moved to vote to recommend to membership that NOBLE adopt the Public Libraries in Non-Certified Municipalities policy, Option B, with a restriction on OverDrive Access, seconded by Jonathan.

There was discussion and a recommendation to add clarifying language about the electronic resources.

Rachel made the motion to accept the amended language, seconded by Anna. The motion passed unanimously.

Rachel moved to vote to recommend to membership that NOBLE adopt the Public Libraries in Non-Certified Municipalities policy, amended Option B, with a restriction on OverDrive Access, seconded by Jonathan. The motion passed unanimously.

6. EBSCO Renewal

Myron moved to recommend to the membership that NOBLE renew our current package of EBSCO services, with five academic libraries added to the Bibliograph subscription, for FY26 through FY28 with annual cost increases of 2%, periodical databases to be paid through a shared assessment and other services paid through the NOBLE budget, contingent on a vote to recommend renewal of Bibliograph from the Electronic Resources and Database Working Group, seconded by Jonathan. The motion passed unanimously.

7. Revisions to Member Services Agreement

This item was tabled until the next meeting to allow for additional review. A Special Executive Board meeting will be scheduled soon.

8. Authorization for FY26 Working Groups

Theresa made a motion to authorize the FY 26 Working Groups, Catherine seconded. The motion passed unanimously.

9. Policy Review

- **Conflict of Interest Policy**
- **Whistleblower Policy**

Kathy reviewed the Conflict of Interest Policy and the Whistleblower policy and felt they needed no changes.

Jonathan moved to reaffirm these policies, seconded by Theresa. The motion passed unanimously.

10. Vote to authorize return of \$1,692.48 to capital fund - ergonomics project

Catherine moved to transfer \$1,692.48 from Furniture and Equipment Upgrade Project to Capital, seconded by Abby. The motion passed unanimously.

11. New Business

Catherine and Kathy will be looking to appoint At-Large members to the Executive Board.

12. Adjournment

Jonathan moved to adjourn. All in favor.

Meeting adjourned at 3:36.

Respectfully submitted,

Abby Porter
Clerk