

NOBLE Executive Board Meeting Minutes - Remote April 15, 2026

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

1. Call to Order - Catherine called the meeting to order at 2:03PM.

2. Approval of Minutes for March 11, 2026

Anna made the motion to approve the minutes from March 11, 2026, seconded by Jonathan. The motion passed unanimously.

3. Treasurer's Report

Myron reports there is nothing out of the ordinary. Kathy will be reviewing the budget closely as the end of the fiscal year approaches.

4. Nominating Committee

Catherine shared that she, Allison, and Theresa served on this Committee. The committee met and agreed to nominate Anna Sarneso as Clerk and Jonathan Nichols as Treasurer.

5. Electronic Resources & Databases Working Group

Kathy reports that ERDWG voted to make some changes to Aspen, which have already gone into effect:

- Font recommended by Perkins School for the Blind, in a larger size
- Changed the way language filtering works so that now if you pick two languages it will AND them together, showing bilingual materials
- Changed the order of fields in the records themselves so Novelist info appears lower
- Discussion about the aggressive development schedule (monthly) of Aspen. (Aspen does not separate bug and feature releases.) Trying to pin down how best to work with this
- Discussed MBLC grant for cataloging materials in non-English languages

6. Resource Sharing Working Group

The group recommended that the Executive Board reaffirm the [Claims Returned Policy](#) with no changes.

Theresa makes a motion to reaffirm the Claims Returned Policy, Jonathan seconds. The motion passed unanimously.

Borrower's Card Record Retention Policy has a small revision, eliminating a clause regarding address.

Jonathan makes a motion to recommend that Members approve the revision to the Borrower's Card Retention Policy, as amended, Brian seconds. The motion passed unanimously.

Outstanding Policy Review/Forthcoming Recommendations:

- Theresa reported on the discussions held around the overdue billing policy. Right now the policy requires that bills are sent via postal mail and some libraries are only sending via email. Kathy is going to review this and suggests revising the policy to allow for email bills, provided there is an email address in the patron record. This will be tabled for now.
- Kathy explained that there are three patrons who have more than 500 holds (most of which are suspended) on physical items, which will not appear in Aspen. Resource Sharing Working Group recommends to the board to institute a limit of 500 physical item holds per patron. Libraries for two of the three patrons have contacted NOBLE for support; one has 1500 holds. NOBLE will work with libraries to explain to the patrons that items can be added to a list instead, and they will not lose preexisting holds.

7. Collection Management Working Group

Catherine reports that the meeting was cancelled, so there is no report.

8. Marketing Working Group

Jonathan reports there weren't enough people for a quorum at the meeting, so it became a working meeting to develop a trifold brochure for libraries to hand out about NOBLE services (e.g. Digital Heritage, fine-free, etc.), a fine-free promotion, and marketing templates.

9. Executive Director's Report

Kathy presented her report:

- eRENEW is planned to launch a week from today.
- Development projects:
 - Kathy is looking for small development to get the Loral book jacket images integrated into the staff catalog.
 - Trying to get EBSCO ebooks into the catalog the way libraries want them.
 - Looking into Aspen development to handle Stripe credit card transactions that prevents the system from charging a credit card before clearing the bill in Evergreen.
 - Elizabeth and Kathy discussing the best way to identify and prioritize development needs across platforms (Aspen, Evergreen, mobile app).
- The City of Salem has issued its bid for automated network library services. Paula is working on the response.
- Paige Eaton started on 3/30 as the Member Services Support Associate position.
- Nahant Public Library's data has been loaded into the NOBLE training system. Supposed to go live in mid-June. Their training begins two weeks from today.
- NOBLE Library Expo 10am-2pm on Thursday, May 28, with a focus on Aspen.
- ECDI is half-way through its development process for this fiscal year. ECDI has also been talking about trying to handle development projects in-house.

- Evergreen Conference: Elizabeth, Michele, Chris, and Kathy attended. A lot of discussions around how the new membership model is generating funds and how to use them. Keynote speaker was Heidi Daniel, Executive Director of King County Library System, focusing on AI and how knowledge is restructuring itself. AI was a frequent topic at the conference. Kathy was officially elected to the Evergreen Project Board for a three year term.

10. Nomination to fill Treasurer vacancy

Catherine nominated Jonathan Nichols to begin serving as NOBLE Treasurer on May 16 through June 30.

Brian made the motion to nominate Jonathan Nichols to serve as NOBLE Treasurer for the remainder of the current term, seconded by Myron. The motion passed unanimously.

11. NOBLE Reserve Funds and the Contingency Plan

Kathy made a few changes based on the feedback from the last meeting.

Theresa makes a motion to recommend that Members approve the recommended purposes and target levels for NOBLE reserve funds, Anna seconds. The motion passed unanimously.

Brian makes a motion to recommend that Members adopt the NOBLE Contingency Plan, Jonathan seconds. The motion passed unanimously.

12. New Business

Catherine and Beebe's Assistant Director Meaghan had a great visit to Nahant Public Library.

13. Adjournment

Myron moved to adjourn. All in favor.

Meeting adjourned at 2:55PM.

Respectfully submitted,

Allison Babin
Clerk