

**NOBLE Executive Board Meeting
June 6, 2018 @ NOBLE**

Present: Ron Gagnon, Linda C. W. Gardener, Elizabeth Thomsen, Diane Wallace, Martha Driscoll, Brian Courtemanche, Amy Lannon, and Theresa Hurley. Kathryn Geoffrion-Scannell arrived at 2:25, Patti Rogers arrived at 2:28 pm.

1. Call to Order/Welcome

The Meeting was called to order by President Linda C.W. Gardener at 2:04 pm.

2. Approval of Minutes Minutes for February 14, 2018 were presented. Amy moved to approve, second by Theresa, all in favor.

3. Treasurer's Report

Myron is out. Ron reports that 88% of the current budget has been expended to date so we're on target to finish within budget. Amy asked about any overruns from the move, but Ron will report thoroughly at a later date. A current CD of \$510,600 at Beverly Bank is maturing soon. It's been paying 1.41%. Another CD of \$257,600 is paying 1.98% and matures in June 2019. A money market account holds \$842,000, plus investment accounts with Fidelity and Vanguard. Ron suggests that we transfer the maturing CD to a 19-month term at 2.57%. We have \$750,000 contingency fund available, and a capital account with \$950,000 available as well.

Amy motions to make the transfer, Diane seconded, approved by all.

Our CPA will begin the process of the audit for the new fiscal year. We haven't received any Federal funds so that changes the accounting process, which reduces the cost to us.

4. Executive Director's Report

We made it!! The move is complete. The city of Salem handles the public bid process for automated library services, on behalf of all the Noble libraries, biennially. The bids were opened this morning. No notification yet. Evergreen 3.0 will be loaded on July 11, 2018. Bugs have been fixed. Release 3.1 is available, but we will not be loading it yet. In lieu of a Tech Expo this year, Noble will host a morning session of all that's new or upcoming in Noble. Tours will be given of the new offices.

The FY19 state budget passed by the Senate contains a 34% increase for library technology and resource sharing. The House budget contained a 5.6% increase. The difference will be worked out in conference committee, most likely in July. The Governor also proposed a 1% increase. Ron and Elizabeth attended the Annual Evergreen Conference in

Missouri in May. The big topic was the new staff web client. Circulation is considered faster than the old client. There's a group effort to tackle bugs and other large projects. MassLNC has put \$5000 towards cataloging bugs. Strategic planning addressed both current and potential customers. MassLNC continues to be a force in the Evergreen community. Elizabeth presented some of Noble's catalog enhancements at the conference. There's a link to the Evergreen Annual Report but highlights are that 2000 libraries are now using Evergreen. In 2017, 69 new libraries signed on. According to the latest issue of American Libraries, Evergreen is the second most widely-used library management system.

Ron and Elizabeth also attended the MLA conference in Framingham. Elizabeth will be attending ALA in New Orleans later this month. She'll be a panelist at the Evergreen session.

Middlesex CC and North Shore CC migrated to their new system and Noble has heard nothing from them, so it must have been successful. Neither of these libraries will be circulating materials to the public now. The Reading Public Library hosted the first meeting of the Inclusive Libraries Discussion Group that Amy facilitated. There was a nice mix of libraries, librarians from all departments within libraries, and people were offered the chance to talk and get feedback. A survey will be done of Noble members to find timely topics. Each meeting will have a brief lightning talk and also a situation will be presented that people can comment on as to how they'd handle it. All will be invited to discuss.

Noble has received the 2nd half of FY18 MBLC funds. Total is \$70,068.

5. Nominating Committee

The committee consisted of Linda, Kathryn, and Holly Mercer of Lynnfield. Myron has agreed to remain a Treasurer, and Diane has agreed to remain as Clerk. A vote will be taken at the Annual Members Meeting next week.

6. Vote to Participate in Statewide OverDrive Sharing

Does Noble want to extend the Reciprocal Lending Arrangement (RLA) being used by other networks, to our patrons? This will enable patrons to borrow from other networks in Mass. The Executive Committee can decide, or ask membership for a vote. Some issues are that MLS posted an RFP for Ebook vendors for the Commonwealth eBook Collection, and will be changing to OverDrive. They also want to participate in the RLA so they are willing to cover each network's platform costs. Ours is \$12,000. Ron proposes if we sign on that the \$12,000 go back into OverDrive for purchasing titles.

Elizabeth talked about how RLA would work. Noble patrons can visit other collections using their current library card, but the owning network patrons have priority. The Pilot Libraries have been using this with no restrictions and it's worked well. Networks need to agree on policies. Networks are different sizes and collections vary widely. Amy moved to send this to the Members Meeting with a recommendation to participate, Theresa seconded and all

approved.

7. Discussion of OverDrive's Instant Digital Card

OverDrive offers a Libby-based service that allows patrons to sign-up via cell phone. They can get an OverDrive account when verified, not a library card. This creates a file of people that we might approach to come to the library. This is currently live in five large markets in the USA.

8. Vote to Authorize FY19 Working Groups

Ron recommends that we reauthorize the three current Working Groups for FY19. Those groups are Collection Management, Resource Sharing, and Electronic Resources and Database Working Group (ERDWG). Patti motions to reauthorize the groups, Kathryn seconds and all in favor.

9. Move Report

Ron reports that "All's well that ends well."

With one significant exception everything went extremely smoothly. The new site is great and everyone is very happy. All the time that was put into the layout, with the help of Christine managing untold numbers of versions on software on her computer, was well spent, it all seems to have panned out well.

NOBLE staff really stepped up, even more than usual, and went above and beyond to make the move a success and minimize impact on member libraries.

The landlord's staff did everything they were asked, and were extremely responsive. The movers, arranged by the landlord, were quick and experienced. The new refrigerator was delivered Wednesday evening, the AV equipment from Pro AV in the meeting room, and Best Buy in the conference room, were installed on Thursday.

The networking contractor, FTG, was helpful, even though they were breaking in a new account rep. and adjusted their schedule on short notice for the Comcast delay. The sole weak link was our Comcast fiber Internet account rep. Even though we contacted him as soon as we knew a date, and the construction division was out here on March 21st to scope the job, the transfer paperwork was never processed. The landlord worked their contacts from the Comcast construction side about a week before the move and there was no work order in the system. Despite Paula's constant reminding of the rep., the paperwork had not been approved!

We are still working through a few punch list items – speakers in the meeting room, shades are due to be installed tomorrow, installing white boards and our old TV and reconnecting the gas for the generator that was moved here, a small ceiling leak in the meeting room – none that are harming our productivity.

Still awaiting tables for the meeting room and new micro-PCs, which are taking longer than originally expected. Also need to decide on lobby furniture once the moving crates are removed and get a better feel for the space.

Most of the expenditures have come in slightly lower than budgeted. We purchased two new server racks for the server room to replace old telecomm racks which are about 30 years old and did not easily accommodate today's equipment, and which were not on the original list. The new racks installed here also expedited the server move, not needing to disassemble and reassemble racks during the downtime, just move the equipment. I will forward a complete accounting at a later date.

10. Network Consolidation Discussions

The Library Director in Northborough is pushing to have all the networks merge into one network. Christopher Lindquist is once again pushing for network consolidation. Being in CW MARS, the largest (maybe too large) network with 150 libraries, it would have no real effect on his library. He is pushing his campaign with MLS and the MBLC (but not with the networks). I sent you a few relevant documents.

With the exception of Metro-Boston, all of the networks are independent non-profit corporations governed by their boards and members, and not a creature of the Mass. Board of Library Commissioners or the Mass. Library System. Metro-Boston is part of the Boston Public Library. *MBLC Director's Report May 2018* is James Lonergan's report to the Commissioners meeting last month. Pages four through seven contain a follow-up from Lindquist and reactions from Greg Pronevitz and then-CW MARS Executive Director Tim Spindler (who resigned effective the end of May). Minutes of the MBLC meeting are not available, but apparently the Commissioners instructed James to do some due diligence, which included meeting with the network administrators at our meeting on May 18th. In light of the move crunch, and the Hyannis meeting at CLAMS being an all-day commitment, Elizabeth attended in my stead. She can give us more flavor, but James heard pushback to this proposal in no uncertain terms.

netconsolsails is a letter sent by the SAILS Library Network in response to Lindquist's letter to the MBLC. It has been requested to be included in the Commissioners materials for the June meeting on Thursday in Hopkinton.

Many of the other network boards are discussing this in their current meetings. We don't need to take any action on this issue at this time.

11. Other Business

12. Adjournment at 4:30 pm.

Respectfully submitted,

Diane
Wallace Clerk