

**NOBLE Executive Board Meeting
October 9, 2019 @ NOBLE**

Present: Brian Courtemanche, Martha Driscoll, Ron Gagnon, Linda Gardner, Kathryn Geoffrion-Scannell, Amy Lannon, Patricia Rogers, Myron Schirer-Suter, Elizabeth Thomsen, Diane Wallace

1. Call to Order/Welcome

The Meeting was called to order by President Kathryn Geoffrion-Scannell at 2:05 pm.

2. Approval of Minutes

Minutes for September 11, 2019 were presented.

Motion to approve by Diane, second by Linda, all in favor.

3. Treasurer's Report

Distributed. Audit in progress. No questions for the treasurer.

4. Executive Directors Report

MBLC Funding – On September 24th the network administrators met with Paul Kissman of the MBLC to hear about subsidy funding for the current fiscal year. These are preliminary numbers, near but slightly greater than projected in FY21 budget documents.

	MBLC	Budget	Last Year
Telecommunications:	\$37,607	\$37,000	\$34,950
Resource Sharing:	\$164,032	\$155,000	\$146,535
Infrastructure:	\$22,796	not a budget item	\$16,384

The new program discussed was providing funding to the networks to supplement OverDrive collections. The exact distribution of these funds is further down the road, to be proposed at the November Commissioners' meeting and voted at the December Commissioners' meeting. Our share is likely to be between \$19,000 and \$24,000. It was made clear that should there be a downturn in funding in subsequent years, this would be the first place to cut.

Not all the 9506 funding is allocated at this point. Should funds be left over, they would be distributed to the networks in a combination of the resource sharing and OverDrive programs.

We do not need to alter the figures that were presented last week, as there could be additional funding as late as the spring. We can just deal with any needed adjustments as part of our fall budget process next year.

Working Groups – All of the Working Groups are now in operation.

Roundtables – Our Roundtable schedule has also begun, thus far we have had Tech Services, Circulation and WordPress over the past few weeks. Coming up are Social Media & Marketing, Readers' Advisory and Reference. We also have smaller G Suite and List Maker sessions scheduled and a larger Census session, of which libraries may be playing a bigger role in providing online access and Q&A.

EBSCO Day – NOBLE Day at EBSCO is tomorrow, we have 47 librarians signed up to participate.

Projects – Continuing to work on the cataloging backlog and network security projects. Elizabeth’s team is getting a file of records ready for outsourcing to Backstage Library Works and refining the sorting of temp records. Martha’s team has had two conference calls with Cisco and New Era reps. on setting up trials and options.

Comcast Upgrade – After many delays, and no advance notice, our Comcast upgrade from 75 to 150 Mbps has gone into effect over the past few days. We have yet to get any reports of any speed over 100, so we will need to investigate further. Five libraries with older modems will be getting replacements.

5. Executive Board Resignation: Melissa Robinson

Board recommended several candidates from various sized public and academic libraries. Since Melissa was from a public library, Kathryn will review current public libraries and contact several directors to see who might be interested in serving.

6. FY21 Budget for Overdrive

Proposal to recommend FY21 Overdrive budget of \$233,200 and that Overdrive allocations formula be updated to include use of Overdrive Advantage.

Motion to approve FY21 Overdrive budget and allocation formula by Linda, second by Amy, all in favor

7. “How to get a library card” web page requirement

MBLC now requiring that consortia have information about how individuals can get library cards within the system. Board reviewed proposed wording and further discussed how individual libraries can support this MBLC initiative.

Motion to approve proposed language for NOBLE web page by Linda, second by Myron, all in favor.

8. Network Transfer Policy

The Resources Sharing Work Group has proposed a comprehensive new policy that combines several older policies. Diane recommended change from “one day” to “two day” to mark items missing, making it easier and less stressful for members to comply. Amy suggested changing bullet points to numbers or letters to make it easier to use.

Motion to accept the Network Transfer Policy as amended by Myron, second by Brian, all in favor.

Motion to delete 3 previous policies [Uniform Loan Period for Network Transfers](#) policy, the [Non-NOBLE Library Request Policy](#) and the [Book Group](#)

Request Policy upon full membership approval of the new Network Transfer Policy by Amy, second by Linda, all in favor.

9. Mass LNC Funds

Mass LNC is finally winding down and due to timing of this FY19 transition, NOBLE expects to receive \$29,959.56 back. Ron recommends this refund be moved into capital.

Motion to move to refunded Mass LNC funds into capital by Diane, second by Linda, all in favor.

10. Remaining Server Project Funds

The server project came in under budget by \$1350. Ron recommends this be transferred into capital.

Motion to move remaining server project funds to capital by Diane, second by Linda, all in favor.

11. Adjournment: 3:25 pm

Amy Lannon