

**NOBLE Executive Board Meeting  
May 27, 2020 REMOTE**

Present: Brian Courtemanche, Ron Gagnon, Linda Gardener, Deborah Kelsey, Amy Lannon, Patricia Rogers, Myron Schirer-Suter, Elizabeth Thompson, Diane Wallace

**1. Call to Order/Welcome**

The Meeting was called to order by President Diane Wallace at 2:00 pm.

**2. Approval of Minutes**

Minutes for April 3, 2020 were presented.

*Motion to approve by Myron Schirer-Suter, second by Deborah Kelsey, all in favor.*

**3. Treasurer's Report**

Board reviewed the NOBLE budget report through April 30, 2020. No questions for the treasurer.

**4. Executive Director's Report**

*Submitted by Ron Gagnon:*

*General Activity: NOBLE staff are very busy supporting libraries during the covid-19. Members are taking advantage of training and consulting services. In April alone, there were 273 library attendees in seven large group training sessions including 79 participants in a single Advanced Catalog Searching session, 98 participants over five discussion group sessions, and 52 participants in six training and consulting sessions set up for an individual library, for a total of 423 attendees in April.*

*OverDrive: Circulation of the OverDrive collection in April was 71.4% higher than last April. Collection size is up 20% over last April, with increased investment by member libraries in their Advantage collections. NOBLE is using LEA grant funding to build up a backlist of classic and standard titles in fiction and non-fiction, in addition to the shared collection funds provided by all NOBLE libraries. NOBLE staff have participated in promoting the resources through social media, the NOBLE website and on local radio.*

*Evergreen: NOBLE staff working to make sure patrons have access uninterrupted access electronic resources by extending patron expiration dates, assisting with local authentication and developing ability to search Evergreen for ER only.*

*NOBLE is working on next Evergreen release to be installed this summer. Staff will be participating in the Evergreen International Online Conference 2020. Also continuing to invest (\$10,000) in development of course materials module development with Treasure Valley Community College in Oregon.*

*Statistics Dashboard: The Statistics Dashboard now has catalog search statistics by type of search to the monthly data, back to last fiscal year. The statistics reflect searching across all of NOBLE, not individual libraries, and are available from the "Web" tab on the Statistics Dashboard.*

*List-Maker: The List Maker has been improved with Acquisitions data and better ISBN options.*

*Internet Upgrade: Double internet capacity and reduce costs to accommodate the "new normal" and reduce interference with other necessary systems.*

*Library Reopenings: We have been planning for the reopening of our libraries, developing proposed circulation system plans and participating in planning with the Mass. Library System and the Mass. Board of Library Commissioners and participating in statewide meetings. While uniformity has benefits, the Evergreen system can accommodate a wide variety of different practices and opening dates among our libraries.*

*During the closings we have extended due dates (a few times) to prevent incurring overdues or generating notices. Gloucester starting curbside Monday June 1.*

*NECC Withdrawal: We have been working with Northern Essex Community College, providing their data from Evergreen to HELM and providing files of their collections in NOBLE Digital Heritage. They will go live on HELM next week.*

*Public Library Bid: The Salem Public Library and the City of Salem once again conducted the bid process for NOBLE public libraries. The bid opening was on May 8th. We have not yet heard any updates, and SPL Director Tara Mansfield is following up.*

*Optional Services Survey: Paula is in the process of surveying libraries who are interested in optional services such as additional library databases, Wowbrary and PC Support for FY21.*

*Grants: As reported earlier, we were not awarded funding for the Cummings Foundation \$100,000 grant for non-English OverDrive collections. Myron brought a grant opportunity for \$500 which we would use for American Sign*

*Language picture book collection with Constellation Energy which I provided information for.*

*MBLC: The Mass. Board of Library Commissioners is interested in having networks consider participating in the FCC's E-rate program. The hitch for NOBLE is compliance with the Children's Internet Protection Act, which requires filtering. NOBLE voted not to participate in light of the filtering requirement many years ago. The program is also labor intensive and complicated, and subject to audit on short notice. At some point the costs of filtering software was about the same as we would be getting from the program. There are now less intrusive centralized software to manage the filtering, but it is still costly, the recommended package would be more than \$30 per PC per year and must be on all Internet-connected PCs, even staff.*

*MBLC wants to know if consortia would like to reconsider the option. MVLC does take advantage of this by using on only Staff computers, not on the public side.*

After general discussion, public library directors are not in favor of pursuing or further consideration at this time in view of view of cost and ethics of adding filtering software in public libraries.

**5. Vote to Recommend Whistle Blower Policy**

The board reviewed the proposed policy presented by Ron Gagnon. Deborah Kelsey asked for clarification of Reporting Procedure. NOBLE Executive Director is the Compliance Officer, however the Board designates the Board President as the alternative Compliance Officer should the complaint relate to the Executive Director.

*Motion to approve the Whistleblower Policy as amended by Amy Lannon, second by Deborah Kelsey, all in favor.*

**6. Consideration of Capital Transfer to FY21 Budget**

Ron Gagnon asked the Board to consider a capital transfer of \$10,333 to cover additional FY21 costs and eliminate the need to increase member rates for FY21. This transfer will mitigate any changes that might impact member libraries so late in year. Diane Wallace noted libraries are already cutting and good time to see that NOBLLE is working to help us. Amy Lannon noted that it is truly a "rainy day"

moment and that helping now will help us prepare for issues that will take place in FY22.

*Motion to transfer \$10,333 from Capital to cover unexpected costs during this pandemic crisis by Linda Gardener, second by Deborah Kelsey, all in favor.*

**7. Nominating Committee Update**

Diane Wallace presented the FY21 NOBLE Executive Board.

- Treasurer: Myron Schirer-Suter
- Clerk: Theresa Hurley
- Vice President/President Elect: Amy Lannon

*Move to present the slate for approval at the Annual Member Meeting by Linda Gardener, second by Deborah Kelsey, all in favor.*

**8. Other Business**

Myron Schirer-Suter asked how holds are moving forward. Delivery services originally requested library not fill holds. NOBLE is working with Evergreen to minimize transit issues. The Board and NOBLE staff discussed several different scenarios. No action taken, however the topic will be brought up future meetings and trainings.

**Adjournment**