

## **NOBLE Executive Board Meeting via zoom**

**August 12, 2020**

Present: Ron Gagnon, Diane Wallace, Myron Schirer-Suter, Amy Lannon, Elizabeth Thomsen, Theresa Hurley, Nicole Langley, Linda Gardener, Patricia Rogers, Tara Mansfield

### **1. Call to Order/Welcome**

The Meeting was called to order Diane Wallace. Welcome new members to the executive board, Nicole Langley (Stoneham) and Tara Mansfield (Salem).

### **2. Approval of Minutes**

### **3. Treasurer's Report**

End of the year, not final. Came in under budget

### **4. Executive Director's Report**

- **Work From Home-** Most of NOBLE staff continue to work from home. Paula and Ron continue to go in regular hours. Staff meetings continue weekly via zoom. This will not change significantly until the pandemic subsides.
- **Zoom Meetings-** In the 5 months of the pandemic, NOBLE hosted 232 Zoom meetings and training sessions with a total participation of 2,449. NOBLE has added a second host to allow two meeting simultaneously.
- **Resource sharing-** Thirteen of the 17 public libraries have restored full resource sharing. One academic, Gordon, is also participating. Endicott expected to join soon. NOBLE has not restarted COMCAT yet. There are tentative plans for September or October. COMCAT is only effective when more than one or two networks join in. Ron will be attending a meeting in August and will provide updates.
- **New Era Security-** NOBLE has signed a contract with New Era, the telecom system vendor, to do quarterly security vulnerability testing on the servers, Additional emergency tests can also be run in case of a suspected problem. This is a preventative maintenance plan to assure that our data and servers are secure, using the standard Quaysys platform. The cost for the year is \$6,200. Ron explained that they have not had any issues and had been working towards this for a while and with a new account rep, it is moving forward.
- **MBLC Funding-** MBLC funding is still unknown and as of now the legislature has only passed a three-month budget so there is no indication of how the full year will go. This will affect NOBLE's FY22 budget planning.
- **Michele and Evergreen Release 3.6-** Technical Support Analyst, Michele Morgan is one of the four-person 3.6 Release Team for the October release. This is an effort to expand the pool of Evergreen community people with release management experience. This is also helpful for NOBLE. 3.6 will contain the new Course Materials Module, now an integral part of Evergreen rather than a bolted-on piece of third-party software. NOBLE contributed funds to the development for this module, which will better handle electronic resources. We expect to load this release shortly after the new year. Brian noted that Endicott will be using primarily all electronic course reserves and usage may seem light. Ron noted that electronic course reserves will be addressed in new Course Material Module. Elizabeth commented that the module will be generally helpful and might be utilized for other services like summer reading.
- **Release 3.4-** Martha upgraded Evergreen to Release 3.4 late Sunday. Initially libraries experienced some problems, due to settings in their Chrome browsers. Functionality improvements include updates and additions to the MARC Import/Export interface and a prototype of a new staff catalog interface. Both are part of the move to Angular. Improvements to patron registration and service are also included. To maintain our Release 3.6 plans, we will need to upgrade to Release 3.5 sometime this fall
- **FOLIO DEMO-** Elizabeth, Martha and Ron had a custom three-hour demonstration of the new FOLIO open source library system done by two of the leaders in EBSCO's FOLIO development on July 9th. While FOLIO's focus is still academic libraries, they are looking to expand that to the public libraries as

well. This product is typically hosted. EBSCO provides hosting services, for an unspecified fee, hosted in the Amazon Web Services cloud. NOBLE has been following development of FOLIO for a while now and the Zoom conference was helpful in light of missing spring updates and demos at ALA. The fact that FOLIO is designed for remote hosting may become more in the future. It has come a long way and is being more widely implemented though it is definitely still in its infancy. There is no FOLIO catalog, however, the expectation is that the libraries will be using a discovery service, particularly EBSCO's. FOLIO is compatible with the open source VuFind catalog interface developed and maintained by Villanova University. We will keep an eye on the development.

- **ARIS Stats Posted** - All of the ARIS statistics needed for public libraries were posted in mid-July. Diane said she noticed some discrepancies in her ARIS number and asked NOBLE to take a look at that.

**5. Approve FY21 Meeting Schedule-** For the meeting schedule, we are sticking with the usual second Wednesday for Executive Board followed by the third Thursday for Members, except as noted.

**The proposed FY21 meeting schedule is**

September, executive 9th, Members 17th

October, Executive 7th, Member 15th

November, Executive 10th, Members 19th- note the 10th is a Tuesday instead of the usual Wednesday, which is Veterans' Day

December, Executive 9th

January, Executive 13th

February, Executive 10th

March, Executive 10th, Members 18th

April, Executive 14th

May, Executive 12th, Members-if there is a possibility of an in-person yacht club lunch in Marblehead, we would need to go with June 10th. If the in-person meeting is not feasible, we would meet via Zoom.

Motion made by Myron, seconded by Theresa, all in favor

**6. Approve OverDrive Magazine Renewal and Changes**

For FY21 OverDrive expenditures, NOBLE is proposing to retain expenditures as in FY20, as the NOBLE total remains the same at \$233,200. The only change is in the number and quality of the titles in the OverDrive magazine collection. NOBLE is proposing to keep the cost at \$30,000, but changing the mix of titles as some new titles have become available. Propose adding the following:

- New Yorker
- Wired
- Economist
- Rolling Stone
- Foreign Affairs
- Bon Appetit
- Billboard

And eliminating 21 lesser-used titles. Also, the popular O Magazine will be removed because it will cease publication in December. The number of titles will go from 75 titles to 61 titles dropping lesser used and adding new available titles. There is no changes in cost. Amy made a motion to approve the changes, seconded by Diane. All in favor.

**7. Authorize Working Groups for FY21-**Ron recommends reauthorizing two of last year's three working groups-Electronic Resources and Databases Working Group and Resource Sharing Working Group. For this year, Ron proposes not having a Collection Management Working Group. It has been difficult to get members for the group and currently there are few pressing action items to be considered by this group compared to the others. However, NOBLE's Collection Management Policy mandates a group. Ron proposes that the Executive Board plus Elizabeth be appointed to comprise this group to meet the letter of the law. Motion made by Linda, seconded by Myron. All in favor.

8. **Approve Capital Fund Transfer-** Ron recommends that we appropriate \$5,000 as part of our share of development costs with CW MARS to develop a next generation applications programming interface (API) for Evergreen to interface with the credit card payment platform Stripe which we have been using for a few years. The interface that we had been using is no longer supported, and a stopgap patch was written but is not sustainable for the long term. This is a security issue for NOBLE and our credit card users, and is a question on our cyberliability insurance. This would bring us up to the more stringent European standards. It is an \$11,000 project which we would undertake with CW MARS. This appropriation is the cheapest way out considering the time and trouble if there was any issue, and the increased cost of liability insurance. Currently, NOBLE has \$6,461 in the Evergreen development line item for FY21 but it is preferred to retain that for other smaller projects. The target date is December 31, 2020 for the work to be done by Equinox. Motion made by Theresa, seconded by Amy, all in favor.

The meeting was adjourned at 3:12pm.

Respectfully submitted.

Theresa Hurley