

Executive Board Meeting

January 13, 2010

Present: Ron Gagnon, Lorraine Jackson, Myron Schirer-Suter, Brian Courtemanche, Dennis Kelley, Linda Hummel-Shea, Pat Cirone, Karen Pangallo, Doug Rendell

Call to Order – Pat Cirone

Meeting was called to order at 2 p.m.

Approval of Minutes – Ron Gagnon

Motion to approve: Dennis

Seconded: Karen

All approved.

Treasurer's Report – Doug Rendell

We are on track.

Rental of this property up on May of 2011. Nothing solid yet from landlord. Ron says that there is rental property available at Cherry Hill Park. NOBLE has been in its current property since May 1994.

Motion to Approve: Karen

Seconded: Lorraine

All approved.

Executive Director's Report – Ron Gagnon

ALA Midwinter – Elizabeth and Ron will be attending ALA Midwinter in Boston. Several NOBLE staff members have free exhibits passes and will be attending as well.

MassLNC – As reported in e-mail, the MassLNC open source grant project of C/W MARS, MVLC and NOBLE hired Kathy Lussier as project coordinator. The term of the position is just under two years and is grant-funded. Kathy has served for many years as Assistant Administrator for Technology with the Southeast Region. She will start on February 1st and will be based at C/W MARS.

Ron will meet with representatives from Bibliomation, South Carolina, Equinox and possibly others at ALA on Saturday; the topic will be Evergreen enhancements. NOBLE staff will have a view of King County's staff client enhancements on January 27th.

NOBLE continues discussions with its working groups. System Review Working Group has been considering the owning library's rules vs. the loaning library's rules for circulation and has come out in

favor of the current owning library's rules. This will be a point of difference in the three Massachusetts systems, since MVLC still uses loaning library rules. Not a significant problem, as it is more important to have consistent data points. NOBLE will take this recommendation to a larger audience as part of the package. Also discussed was the honoring of delinquencies, cost of billed items and overdues/bills.

ERDWG will be issuing a survey on priorities for catalog improvements.

E-Rate – NOBLE filed Form 470 for voice services and Form 471 for data services for FY2011. Data discount should be up a percentage to 54% for public library data lines.

Autosort – the Automated Sorting task force is meeting on Friday and Tuesday at the MBLC to hear brief presentations from interested vendors. Ron will attend the Friday session all day and plans to proceed to the ALA exhibit opening.

Employee Sick Time – Five NOBLE employees took no sick leave in 2009 (Ron, Elizabeth, Christine, Michele and Paula) and Martha only took a single day. By NOBLE's personnel policy, those with no days can receive three additional vacation days or days of pay. Those with only one sick day claimed may receive two days vacation or pay. All employees have decided to take the money.

Intern – no takers (yet) to the internship position posted in early December at Endicott College.

Google Books Settlement – NOBLE joined the International Coalition of Library Consortia, "an informal, self-organized group whose active participants comprise (as of November 2009) more than 200 library consortia from around the world. The Coalition serves participating organizations by facilitating discussion among consortia on issues of common interest." Membership in ICOLC is required to benefit from the Google Books Settlement.

Telecomm Equipment Grant Project – Ron

Ron distributed a 2010-2011 Data Lines cost overview spreadsheet.

Ron says that a letter of intent from NOBLE to MBLC has been sent with the intent to keep telecom options open and apply for a grant that would be due the early days of March.

Objectives 2011: with expiration of private dedicated lines, switch traffic to regular internet. Meeting with Atrion after last Network Administrator's meeting. We need new routers. NOBLE would contribute \$1,000 per site. Some savings at academic libraries. Bottom line = significant savings with this grant project. We must meet next month to look over the grant text, approve it, and forward it to the Members Meeting.

OverDrive E-books and NMRLS Funds – Ron

Ron says that there are two main issues:

1. Acceptance of NMRLS funds.
2. Expansion to e-books in OverDrive.

NMRLS funds:

On December 23rd, NOBLE received an offer of funds from NMRLS regional administrator Greg Pronevitz:

“Several years ago Essex County Cooperating Libraries presented a gift of \$7,387.14 to NMRLS for use to promote resource sharing. Last week the NMRLS Executive Board voted to distribute this money to be used for Overdrive collection development on behalf of our members with MVLC and NOBLE on a pro-rata basis based on the number of NMRLS members in each network. The discussion centered around using these funds to purchase additional content for the network collections that would be available to all of your network’s members.

Network web sites indicate the following numbers of NMRLS members:

MVLC 35 NMRLS member libraries

NOBLE 26 NMRLS member libraries

61 NMRLS member libraries total

This would result in about \$121.00 per library.

Would your network be able to use these funds to purchase additional content that would be used for resource sharing among your members?”

Expansion to e-books in OverDrive:

Prior to the NMRLS offer, Elizabeth and Ron had been discussing the need to add new and popular titles in e-book format to our OverDrive collection. The e-book market finally seems to be taking off with a collection of new, recently released hardware: dedicated readers such as the Sony Reader, Kindle, etc. in addition to apps for iPhones, Droids, etc. Finding the funds to accomplish a starting collection without watering down the audiobook collection was a problem.

E-books on OverDrive would focus on new, bestselling adult and young adult titles. Classics in the public domain can be found free and nearly free on the Internet, so it would not be worthwhile to purchase these through OverDrive. NOBLE would also steer away from books that would become quickly dated, such as travel guides and PC software books.

The approximately \$3,146 would provide just under 200 titles, based on average pricing for the most popular e-books provided by OverDrive.

Ron recommends that Executive Board votes to accept and acknowledge the NMRLS funds, and the sum be put to starting a NOBLE OverDrive e-book collection.

Lorraine says that to properly launch this program, NOBLE needs to add additional funds.

Ron asked for a motion to accept the money from NMRLS:

Karen – yes; Myron – second. All approved.

Motion to purchase Overdrive e-books with the NMRLS funds? Karen - yes. Seconded by Doug. All approved.

Consolidation of E-mail Lists – Ron

Ron distributed a handout detailing responses to the idea of e-mail list consolidation. Responses were:

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“I think it’s helpful to see the emails going out to the different departments. Gives people another perspective to their job. “

“I get a lot of duplicate emails on the same topic. So much of what we do now is merged, anyway.”

“Might you have, say, three lists – one that is comprehensive (as you’re recommending), one for tech services, one for public services. I will be ok with one list, but lots of people may not be interested getting all of that email.”

“Maybe we could reduce the number, but one e-mail group would clog my mailbox with things I don’t need to read”

“I’m actually okay with things the way they are, but I don’t see that it would hurt to make the change, and if other people would find it an improvement, then fine by me.”

“This is a qualified ‘no,’ in that, while I think consolidation is a very good idea in the larger sense (and would be good for the largely unused lists), I’m not a fan of the idea of having to wade through tons of information that doesn’t apply to me. I already receive a large number of emails that I just end up deleting after a quick scan. Digests are a help, but I’m not confident that I would diligently go sifting for the ‘bits of gold’ that do actually apply to me. I know that there is a compromise here somewhere, but not knowing exactly what sort of info goes out to lists to which I don’t already subscribe, it’s tough to give more exact suggestions. Hope this helps.”

“Hallelujah! I would love to be able to eliminate the duplication, and also to have a daily digest approach.”

“I subscribe to many of the e-mail lists, so it would probably reduce the number of my emails. If the subject line is very clear about the content, then staff members would not have to open mail that is clearly not in their interest area.”

“There is so much overlap and forwarding of the various email list postings to other staff members it would be simpler to just have one list”

“I say ‘Yes’ provisionally, however, not knowing how many messages are generated per day across all lists. I suspect that the amount is manageable, though.”

“Creating a standard prefix in the subject line may make it easier for people to screen and understand content of their e-mails. For example, technical related emails would be prefixed with ‘Tech’ – followed by the subject. (Tech – Windows 7 Upgrade). ‘Circ-’ for circulation related emails, etc.”

“For many reasons, most of which you expressed, this makes perfect sense. Good luck.”

“Actually my vote is a maybe. Is there another way to combine like groups? 20 discussion groups in one seems like too much.”

“Yes, if it saves time & money. Most topics are of interest to most members. The only other suggestion would be to have perhaps 3 or 4 groups, that might blossom into the current situation that is needing to be re-evaluated. I would rather have info about a lot of things than little or no info. Thanks.”

“For myself, I would vote for an e-mail digest.”

“I like the digest idea.”

“While I understand the need to coordinate efforts, merging groups will create a lot more e-mail and eliminate the streamline, topic-specific material that most of us are only interested in viewing.”

“I think it’s a great idea, mainly because I’m on most of them already, and it would be easier to manage my own content, as well as making sure our staff is getting the news they should. It would also make it easier for those messages where you’re not sure which lists to post to because the topic covers multiple areas.”

“The idea is spurred, no doubt, by the lack of activity on the existing groups. Perhaps a single group with tags on the messages (e.g. ILL, NEXTREADS) signifying the general subject category of postings.”

“I think that some groups are much more relevant to one particular topic of discussion and an important topic could get ignored by someone who is tired of seeing the e-mail messages. On the other hand, if it was very clear in the subject heading what the topic was about it might work.”

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Proposal generated in Executive Board conversation: combine the lists into one NOBLE list. Directors’ list and E-Board List and Working Group lists would still be separate.

Update on Expansion of NMRLS ILL Contract for FY2011 – Ron

As discussed in the November 2009 meeting, Andover is no longer interested in the ILL business. NMRLS approached NOBLE to see if NOBLE would do it. NOBLE will do it. A proposal has been sent to the NMRLS board. Ron will be at the Jan 21st NMRLS board meeting. Regions may merge but existing contracts will be honored. Ron feels that it is likely that NMRLS will accept the NOBLE proposal.

Flexible Spending Account Remainder – Ron

This year, vastly under-spent. Use it or lose it. Ron is asking that unspent funds be redistributed back to participating members.

Motion moved by Myron; seconded by Lorraine.

All approved. A one-time deal.

Review of State Funding Situation – Ron

Nothing new and definite to report.

A discussion of the use of security cameras in libraries.

Pat – Mass Answers has been discontinued. Would NOBLE libraries want to continue Mass Answers for about \$7,000? Pat is gathering information on number of patron questions, types of patron questions, etc.

Doug – this was discussed at Peabody – Peabody might be able to support 2 hours of participation per week.

Adjournment

Motion to adjourn: Dennis

Seconded: Karen

All approved.