

NOBLE Executive Board Meeting

October 12th, 2010

Present: Myron Shirer-Suter; Martha Holden; Doug Rendell; Lorraine Jackson; Brian Courtemanche; Ron Gagnon; Pat Cirone; Linda Hummel-Shea; Karen Pangallo; Dennis Kelley

Call to Order – Martha Holden

Meeting was called to order at 2:08 p.m.

Approval of September Minutes – Martha Holden

Motion to approve: Karen

Seconded: Myron

All approved.

Treasurer's Report – Doug Rendell

[FY2011 budget expenditure as of 9/30/10 was distributed to attending Executive Board members]

Doug says that Bob Guimond has finished his review of the fiscal year 2010 financial statements and Federal returns; everything appears to be in proper order.

Motion to Approve: Dennis

Seconded: Lorraine

All approved.

Executive Director's Report – October, 2010 - Ron Gagnon

Budget and MBLC Subsidies – NOBLE's subsidies from the MBLC for the current fiscal year are almost \$19,000 higher than projected in compiling the FY2012 budget. This year's funds are held over until next year. In light of uncertainties from the coming election, candidates and referenda, and possible mid-year 9C cuts, that is a good thing, as we may not receive it all.

One cost has risen since last month's budget discussions for our annual audit: the federal funds to be expended this year for the telecommunications equipment and the Evergreen server from MBLC LSTA funds require a more stringent audit. Also, new regulations for the IRS Form 990 require some additional time every year, which Bob Guimond underestimated for the current year's cap. Next year's audit is projected to cost \$1,000 more than the current audit, rising from a cap of \$5,700 to \$6,700. We had budgeted \$6,000, but on the scale of next year's budget evolution, that is the least of our problems.

No follow-up questions from members.

Autosort – Ron attended the Automated Sorting Committee meeting last week, and Pat participated via phone. Two types of proposals were solicited – automated sorting and manual sorting – both to include delivery statewide by a single contractor. The new contract is to start for July 1st, 2011.

There were eight responses to the first model and five responses to the second model. Based on scoring of the responses done earlier by members of the committee, the three vendors from each category were selected for further details, and if satisfactory, for presentations in early December.

The automated sorting system expects to connect to the networks to determine the item's destination – no slips are to be attached. SIP2 software is required for connectivity, which NOBLE does not have on the Innovative system but will have on the Evergreen system. An automated sorting solution is the first priority, and various vendors have proposed various degrees of automation, from complete automated sorting to hybrid, sort-to-light technology. Either approach requires barcodes on the front of items.

Consortium Meeting – Ocean State Libraries, the public library network for Rhode Island, is coordinating a consortia lunch meeting on October 22nd in Warwick; Elizabeth, Martha and Ron will be attending. This fall would have been the year for Innovative's public library consortium meeting, but a combination of late announcement and funding issues caused the semi-annual meeting to be canceled.

MassLNC RFQs – Testing continues to prioritize identified needs. Cataloging workflow has been identified as a priority since King County invested in circulation client; RFP posting today. It is expected to be costly.

MassLNC is committed to a partnership with four other Evergreen sites (Bibliomation in Connecticut; Project Conifer in Ontario, Canada; Sage Library System in Oregon; and Kirtland Community College in Michigan) to implement end-of-semester and hard due dates, contributing \$6,500 of a \$32,000 project. MassLNC is also contracting for \$1,500 to streamline collecting of fines at check-in. MassLNC is holding off on smaller items until cataloging improvement costs are known.

Evergreen Introduction – Meeting is set for Gordon College Science Center auditorium on October 26th, 2010, from 10 a.m. to 1 p.m.

Virtual Catalog – Due to new server and weekend power work, the Mass Virtual Catalog will be down on 10/13/10 from 4 p.m. until 10/14/10 at approximately 1 p.m.

Long-term viability of the current virtual catalog product, URSA, remains a question, both for status quo use and in connection with Evergreen. Sirsi/Dynix has ceased development on a new version of URSA and any work on the current version – through Martha – was part of a conference call with the company on devising a simple interface for Evergreen that would work with the existing version of URSA.

A separate company – Relais, in Canada – is developing an URSA-like program. Relais offered an online conference last spring and a live demo of their product just two weeks ago. This could be a successor to URSA yet it is costly and the interface is cumbersome. Equinox is developing an open source solution for libraries in Ohio which is probably still a couple of years away from being implemented.

Lease Update – Not very much new news to report. Martha Holden viewed the space under consideration at 5 Cherry Hill Drive after last month’s Members meeting. A space distribution plan has been finalized. NOBLE is still waiting on a detailed cost breakdown that has been promised by the office park landlord. Ron has sent a copy of NOBLE’s proposed floor plan to the vice-president of the real estate management agency. [Ron distributed the proposed floor plan for the building at 5 Cherry Hill Drive to attending Executive Board members].

Intern – Student intern Preston Holden is to start this upcoming Thursday at 15 hours per week. Thank you to North Shore Community College for this arrangement.

FY2012 PC Support Budget – Ron Gagnon

NOBLE is asking for a \$5.00 increase per PC increase for FY2012. Rationale:

Reading Public Library is currently opted out of the program, which puts impacts distributed costs.

NOBLE is looking at budget deficits in the PC Support line over FY2011/2012 if we don’t increase assessments. Increasing the cost by \$5.00 per machine will lessen, but not eliminate, the deficit.

[a PC Support Budget spreadsheet was distributed to Executive Board members in attendance]

Even non-paying, non-participating members can ask pc support questions and get answers from NOBLE technical support staff.

Motion to approve: Brian

Second: Pat

All approved.

Associate Membership Costs for FY2012 – Ron Gagnon

Inquiries have been received from a couple of potential members. Ron has provided information and costs:

Brooks School – qualifies for full membership rate, not associate membership rate.

Marian Court – qualifies for associate membership rate.

NOBLE has not charged Montserrat College of Art for EBSCO database access over the last few years, due to Montserrat’s difficult financial situation. Montserrat had been considering dropping out of NOBLE to save money. NOBLE adjusted its policies to keep Montserrat in NOBLE. Montserrat is now in improved financial condition. Sylvia Welsh is the new librarian at Montserrat. Montserrat is exploring additional EBSCO databases. Looking ahead to next fiscal year, NOBLE recommends that we reinstate EBSCO fees to Montserrat, instead of NOBLE picking up this cost.

Motion to for NOBLE to reinstate EBSCO fees to Montserrat in FY2012: Brian

Second: Linda

All approved.

Ron will contact Montserrat Library with the news.

Zion Bible College – no new word from them on potential NOBLE membership, information provided in the summer.

Date Change for April Members Meeting – Ron Gagnon

May 5th, 2011 – 10 a.m. is the new date for the April Members Meeting, so as not to conflict with Massachusetts Library Association annual conference.

Motion to Adjourn: Brian

Seconded: Lorraine Jackson

All approved.

Adjournment: meeting adjourned at 3:21 p.m.

Respectfully submitted,

Brian Courtemanche, Clerk