

NOBLE Executive Board Meeting

March 16th, 2011

Present: Ron Gagnon, Pat Cirone, Myron Schirer-Suter, Doug Rendell, Linda Hummel-Shea, Karen Pangallo, Martha Holden, Brian Courtemanche

Call to Order/Welcome

Pat Cirone called the meeting to order at 2 p.m. (Martha running late to meeting so Pat opened the meeting for us).

Approval of Minutes

Minutes of the Feb. 9th 2011 Executive Board meeting were reviewed. There was a correction in the spelling of Myron Schirer-Suter's name, then the minutes of the 2.9.11 meeting were approved (motion to approve: Karen Pangallo. Second: Doug Rendell. All approved).

Treasurer's Report – Doug Rendell

Doug distributed the the FY Budget Expenditure as of 2.28.11.

Executive Director's Report – Ron Gagnon

Security Deposit and Lease – With the help of a brief note from attorney Rod Hoffman, NOBLE did receive confirmation from the landlord that the landlord is still holding NOBLE's security deposit of \$3,303.50.

Ways and Means Testimony – Cindy Roach, the new legislative person at the MBLC, reached out to Larry Rungren and Ron Gagnon to testify in support of line 7000-9506 at the MBLC's hearing before the Joint Ways and Means Committee on February 28th 2011 at Holy Family Hospital in Methuen. Larry was on vacation, and Ron did testify, following Rob Maier (accompanied by Mary Rose Quinn of the Board), Kim Charlson of Perkins, MLA President Jackie Rafferty, and Krista MacLeod, chair of the Legislative Committee. The meeting was well-attended by legislators on the Committee and the day included several other departments, such as Workforce Development and the Commission on the Status of Women.

Legislative Breakfast – This has been postponed until October 28th, 2011 due to scheduling conflicts with two Massachusetts Municipal Association legislative breakfasts in Chelmsford and Peabody on our originally scheduled day. There is a desire to move the breakfasts and activity earlier in the legislative season – our breakfast will be the test case. It will still be held at Reading. Reading legislators are inviting their colleagues to attend.

E-rate Filed - \$1,320 expected for voice land lines (fax, alarm and dial-in, seven lines) and two cell phones. As approved last month, NOBLE is not applying for data lines due to the change to commodity Internet lines.

Meeting Cycle for Evergreen – NOBLE will be rolling out Evergreen screens and concepts in March and April 2011 at "Get Them What They Want" holds session, Circulation, and Tech Services meetings and Acquisitions and Serials sessions. Sessions thus far have been well-attended, with nearly 40 people at each meeting.

Telecomm Project – NOBLE signed the contract last month. The first payment is due and there is a planning call coming soon. Testing of the wireless modem will be done this Thursday, March 17th.

Salem Five Grant – NOBLE applied for a \$4,000 grant from the Salem Five Foundation for summer reading e-books and downloadable audiobooks.

E-book Limitations – There has been a fair amount of publicity around Harper-Collins' decision to limit e-book licenses to only 26 circulations. Some networks have taken a stand, boycotting Harper-Collins (but only e-books, not print books). Ron and Elizabeth feel that NOBLE needs to see what the ultimate pricing schedule is for the new restrictions, that will dictate a direction. Harper-Collins is still better than publishers not selling to libraries at all, though the limitation is not a favorable trend, more of a lease than a purchase. However, NOBLE currently leases some audiobooks as well as purchases them. Ultimately NOBLE should continue to spend its funds where the best value can be found. Depending on how the licensing issue plays out, it may or may not be with Harper-Collins.

9506 Funds – The second half of NOBLE's MBLC subsidies should be received in April 2011.

MLS at June Members Meeting – Greg Pronevitz and Catherine Utt, MLS Business Manager, will join our NOBLE Members Meeting in June 2011 to speak on the delivery changes coming up in July 2011. There will be a new statewide vendor handling delivery, who will implement the semi-automated sort-to-light model.

Part-Time Tech Support Position – Ron Gagnon

Ron distributed the job description for this position as well as the NOBLE salary table. The goal of the position is to take care of basic tech issues and triage more complicated matters, handing those more complicated matters over to more experienced staff when warranted. NOBLE is looking to hire one worker at 18 hours, and then a second position would follow in the next fiscal year at 12 hours (total of 30 hours per week). Neither part-time position carries benefits.

Motion to approve Part-Time Technical Support position: Pat Cirone. Seconded: Karen Pangallo. All approved.

Consideration of New Assessment Formula – Ron Gagnon

Ron distributed "A New Assessment Formula for NOBLE" handout to E-Board members. The old assessment formula relied on a count based on the number of simultaneous staff users on the automated system. This count will not apply to the Evergreen system, thus the need for a new formula. Ron – via the handout – presented a number of alternate assessment proposals to E-Board members for consideration. After lengthy discussion, E-Board decided to postpone a new assessment formula and keep the present formula in place, so that member libraries would not experience a sudden change in their assessment invoice. Pat Cirone made the motion to keep the current assessment formula in place until an adequate new formula can be devised. The motion was seconded by Karen Pangallo and was unanimously approved.

Old Holds Cleanup – Ron Gagnon

Cleaning out old holds from the automated system will help ease the transition from Millennium to Evergreen. Presently there are 1,183 holds in the system, some dating back years. E-Board advised that all NOBLE library directors be contacted and mandated to clean out their library's old holds before the system migration to Evergreen.

Evergreen Update – Ron Gagnon

Ron proposes transferring up to \$45,000 from NOBLE capital for the Evergreen servers as part of the LSTA grant match.

Motion to approve: Linda Hummel-Shea. Seconded by Pat Cirone. All approved.

From Ron -

The biggest MassLNC development focus has been cataloging improvements, and those are beginning to come in. Improvements include manual data entry workflow as well as batch loading and label printing.

Improvements have also been made to volume structure to allow holds on individual volumes of a multi-volume set, and modifications to the call number structure to provide for separate indices for LC, Dewey and other call number structures.

NOBLE is monitoring catalog improvements coming in the wake of developments in King County. King County's catalog improvements relied too much on Javascript, where the work is done by the browser instead of the server. Browsers vary and Internet Explorer was especially problematic – a significant issue for a library system whose territory includes Microsoft's headquarters. The catalog software is being rewritten so that more of the work is done by the server. The new catalog will be ready for NOBLE's implementation, but not MVLC's implementation. MVLC will go with the current catalog for their start, with fewer features.

MassLNC's conference call on the catalog revealed great commonality on how the catalog should be configured, which is great.

Martha and C/W Mars staff have been working with the Syrup course reserves software. This is separate from Evergreen but developed by the University of Windsor in Canada – an Evergreen site – and can interface with Evergreen.

NOBLE is studying and planning for data migration. Evergreen has a different database structure than Millennium, a more modern structure, which is a good thing yet complicates moving data. NOBLE staff met with C/W Mars staff last week to compare notes.

NOBLE received a quote from Dell under the Massachusetts state contract for server needs. The bottom line is comparable to what upgrading the Millennium server would have cost, though the Millennium project included Innovative data migration services and installation which the Dell quote does not. The equipment list is spec'd out by Equinox. NOBLE hopes to get permission from MBLC for grant funding change and equipment ordered in the next few weeks. NOBLE plans to have a dress rehearsal for data migration this summer.

Other announcements:

Pat invited everyone to the Spear Post in Beverly on Saturday night, March 19th to celebrate Beverly's new bookmobile.

Martha announced that Peabody's new library opened last week, and that the official grand opening will take place on April 27th.

Motion to adjourn meeting by Myron Schirer-Suter. Seconded by Pat Cirone. All approved.

Meeting adjourned at 3:40 p.m.

Brian Courtemanche

Clerk