

North of Boston Library Exchange
Executive Board Meeting Minutes
August 10, 2011 at NOBLE offices

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

Call to Order:

Meeting was called to order at 1:27 p.m. by Pat Cirone.

Approval of April 6th, 2011 Executive Board Meeting Minutes.

Motion to approve 4/6/11 minutes: Linda Hummel-Shea. Seconded: Karen Pangallo. Approved.

Doug Rendell presented the Treasurer's Report. Rendell noted the figures are not final and will be adjusted after the auditor report is complete.

Motion to approve by Rendell, second by Hummel-Shea. Approved.

Executive Directors Report

Telecommunication Project -The beginning of the telecommunication project was delayed due to internal Comcast issues. Once those issues were rectified, installations were rescheduled for June and completed on time by Atrion at the public libraries and the VPN encryption clients were provided to the academic libraries to use with their campus networks. Some tweaks were needed, but the conversion was successful and on time.

The Paetec contract for private data lines ended on June 30.

Marblehead had problems frequently dropping the connection momentarily. Initially Comcast denied responsibility. After much time and constant pressure, Comcast pulled a new line into the library from four poles down on Saturday of the July 4 weekend. That resolved the issue and is has been fine since then.

Some libraries are experiencing slowness, primarily Salem, Melrose, and Everett. Prioritization of NOBLE traffic has been put in place and some further Comcast hardware issues were identified. We await a quote to upgrade the speed/throughput of these library connections.

E-rate Approval – In late June, our complete E-rate request was approved. NOBLE expects to receive \$1,320 for FY12. We did not apply for E-rate on the data lines this year because we would not be eligible due to the switch to Comcast Internet lines from private data lines. Costs are much lower, \$75 versus \$500 a month average at the public libraries, which more than offsets the loss of E-rate funding. Due to the change, we only applied for support of the voice lines, landlines, and cell phones. As part of this

year's E-rate process, we moved from AT&T to Verizon Wireless under the state contract for a slightly better rate and better coverage, especially in New Hampshire.

We also expect a higher percentage of MBLC funding this year (on a much lower total amount). MBLC funding will be announced in late September.

Tech Expo – The All Evergreen Tech Expo is scheduled for September 14. Two sessions of each program is planned, one in the morning and a repeat in the afternoon. The repetition is to accommodate the expected crowds and librarians schedules. We are asking for registration to gauge numbers and for crowd control, so we don't have more people showing up than we can comfortably accommodate.

HVAC - The record-breaking heat this summer caused the computer room HVAC until to fail a few times. Fortunately the problem was rectified by manually resetting the compressors, including once at midnight. A service call did not reveal any system issues, and there have been no further problems once the heat broke.

OverDrive – Last month Elizabeth attended Digipalooza, the OverDrive biennial conference. Enhancements were announced that are aimed at making the use of various devices easier. The big topic of discussion was Kindle compatibility. No date was announced, but the scuttlebutt points to a September release.

We expect a large increase in usage when the Kindle enhancement comes online and then again at Christmas, when e-readers will undoubtedly be popular gifts. Fortunately, we have recently had significant contributions to build the collection. Elizabeth has been working to front-load fiscal year spending anticipating the Kindle access to OverDrive.

July OverDrive statistics were 2-1/2 times the circulation of last July and 18.6% higher than June, our previous highest month. Even though we have spent record amounts (for us), and more than doubled our budget to bolster the collection to support summer reading programs; expanded the tech book collection: the percentage of items available for checkout has remained about the same.

Meetings

Executive Board Meetings

September 9 – at 1:00 pm

October 12 – 2:00 pm

November 9 – 2:00 pm

December 14 – 2:00 pm

January 11 – 2:00 pm

February 8 – 2:00 pm

March 7 – 2:00 pm

April 4 -2:00 pm

May 2 – 2:00 pm
May 30 – 2:00 pm

Members Meetings

September 22 – 10:00 am
October 20 – 10:00 am
November 17 – 10:00 am
February 16 – 10:00 am
April 12 – 10:00 am
June 7 – 10:00 am

Hummel-Shea moved to accept the meeting schedule for the year. Seconded by Martha Holden. Approved.

Working Groups

Our Working Groups expire at the end of the fiscal year. They are ad hoc committees and each year we approve the Working Groups and the President appoints the members.

Committees for the year:

Collection Management
Electronic Resources and Database Working Group (ERDWG)
Library Assessments Formulation Committee

Pat Cirone brought the list of committees as a motion. Second by Pangallo. Approved.

Bank Move

For some time NOBLE's bank accounts have been with Danvers Bank, a bank chartered in Massachusetts. Massachusetts chartered banks fully insure all deposits, not the \$250,000 maximum guaranteed by the FDIC. Danvers Bank has been acquired by Peoples United. As a bank not chartered in Massachusetts, deposits with Peoples United will only be insured to \$250,000. Since NOBLE's account exceed \$250,000, this creates some problems.

In February we moved \$500,000 to a CD with Salem Five to obtain a better interest rate.

We have been considering 3 options:

North Shore Bank
Salem Five
Beverly Cooperative Bank

East Boston Savings Bank is opening a branch in Danvers Square. We have decided to wait for a proposal from East Boston. East Boston indicates they will have a grant program for local non-profits.

Capital Transfer

In February had approved spending \$20,000 out of capital for bridge staff funding. Due to a slower start and fewer hours, we were able to cover that within the existing budget and did not spend the \$20,000.

Hummel-Shea moved to move the \$20,000 to capital. Cirone seconded the motion. Approved

Library Thing

We have been using Library Thing for catalog enhancements: tags and similar titles.

We are having serious issues with their catalog enhancements. The similar titles function is returning questionable titles that are red flag issues for NOBLE that puts the organization at risk. For example for Danica McKellar's book, *Kiss my math : showing pre-algebra who's boss*, a book on the KKK was listed as similar title. Other many other examples have been potentially offensive. We have been in contact with Library Thing, but the problem persists.

To date the local press has not picked up on the story, but it could be disastrous if they did. An Arizona newspaper did pick it up, but fortunately only referred to us as a "Boston-area library exchange". The article listed similar titles for Sarah Palin's biography, *Going rogue*, e.g. *The legend of Sleepy Hollow*, *The Iliad*, and *The Odyssey*.

To avoid potential problems, we will not be renewing our Library Thing catalog enhancement subscriptions. The broader concept remains valid and we will look for a replacement after the Evergreen conversion.

Evergreen update

Capital funds remain to be spent for the conversion and can be used for upgrades to Evergreen. A RFP has been prepared listing enhancements to Evergreen staff client that MassLNC is looking to fund, e.g. record downloading and matching, a scopes-like feature that would allow searching of children's collection or other subgroups across NOBLE, and authentication from the OPAC to the EZproxy or OverDrive.

NOBLE Evergreen workload is good. C/W MARS has delayed converting their academic libraries to Evergreen due to data migration issues. They are now scheduled to come online at the same time as the public libraries. C/W MARS has already discontinued their maintenance contract with III.

Each NOBLE library has appointed 3 trainers who will be training their libraries for the new system.

The MBLC wants a business plan from MassLNC, outlining the path forward after the initial conversion to Evergreen, including how to bring other networks on board. Possibilities include no MassLNC, with the support of Evergreen moved to the networks, MassLNC as an organization with a full or part-time tech-support person or coordinator or both, or purchasing support from Equinox. The final plan will probably be a combination including aspects of all the options. MassLNC is working on a plan and how to fund the plan and a proposed budget.

Serials, Course Reserves, and Acquisitions will not be covered at the Tech Expo. Separate sessions covering these areas will be held.

Myron Schirer-Suter moved to close the meeting at 3:10. Second by Holden. Approved.

Submitted by,

Myron Schirer-Suter
Secretary