

North of Boston Library Exchange
Executive Board Meeting Minutes
September 9, 2011 at NOBLE offices

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

Call to Order:

Meeting was called to order at 1:10 p.m. by Pat Cirone.

FY13 Budget

This will be a year of transition with the biggest change in NOBLE expenses in decades. Unfortunately many of the details, both financial or operational are still up in the air, but we have to plan to support whatever the final configuration will be.

The two-year MassLNC grant would expire at the end of September, but has been extended through June 30, 2012. The grant covered software development and a full-time coordinator. The extension gives us more time to spend the development funds, but does not extend the coordinator. The coordinator's salary is being extended with funds contributed to the project for migration provided by the three networks.

As a requirement of the grant funding and for the continued good of the project, the three MassLNC networks are developing a business plan. The plan is in development, but there is not clear indication of the final form. Options include:

- No MassLNC – the three networks working together without any additional formal structure
- A part or full-time coordinator
- A part or full-time coordinator with a part or full-time technical support person
- A coordinator with part or full-time development person (programmer)
- A coordinator with both development and technical support hours.

All these options include costs, even without a MassLNC presence, because network staff time would be needed at the project level or the project would devolve into the current situation of networks working independently with no real connection, losing any economies of scale.

The importance of the role of the coordinator has become clear as the project has progressed. Much time is needed to work with network staffs to reach a consensus of what we want the software to do and how; developing and posting an RFP; answering potential vendor questions; reviewing responses; contracting; testing the software; having tweaks made in the product; and working with other Evergreen users around the world to share costs. Aside from participating in developing specs and testing, most of

the work is not now in the NOBLE workflow. But these functions are needed. As we hope additional networks will be interested in following our lead, assisting their planning will also be an important role.

As the terms of the grant and MBLC directive, we must have an opportunity to discuss the options at a Members Meeting. By June 30, 2012 a membership vote is required from each network to approve the final business plan.

The cost scenarios are further complicated by the need and cost of support from Equinox. Conceivably a more robust and dependable MassLNC technical support could pay for itself by allowing the networks to reduce the need, frequency, and cost of support from Equinox in subsequent years, helping to pay for itself while also being more focused on our needs.

Agreement among the networks concerning funding of a future MassLNC remains elusive making a determination of NOBLE's true cost impossible.

The \$200,000 formerly annually dedicated to Innovative will be replaced by:

\$42,300 for Equinox support

\$50,000 for MassLNC support

\$35,000 to MassLNC Evergreen development

This should be a worst-case, most expensive scenario. The various proposed MassLNC options under consideration range from a cost of zero to \$80,000 for NOBLE. The contribution for development range from \$25,000 to \$35,000. Equinox support may well be lower in FY13, depending on our experience in FY12 and the final configuration of MassLNC. Even at this worst-case scenario level, there is a savings of \$72,000 from our current expenditures.

If there is no centralized MassLNC support, some of the MassLNC funds may need to be repurposed for additional NOBLE staffing.

Another large change is due to the telecommunications project. Gross telecommunication costs will be reduced from \$291,794 to \$101,000. These savings are effectively reduced by the loss of \$77,000 in E-rate subsidies and the expected significant reduction in MBLC subsidies.

Much of the \$117,338 savings will be distributed in proportion so as not to raise assessments the libraries for the year.

Rent for the NOBLE offices has increased due to the lease renewal.

Doug Rendell moved to approval the budget as proposed. Seconded by Martha Holden.

The board commended Ron Gagnon for his work on the budget.

Evergreen

We will not come up on the new catalog. If we come up on Evergreen with the new catalog, we will be one of the first adopters and there will not have been a period of proving. We are very uneasy with that

scenario and are opting to come up on the older catalog and then update when the new catalog is better established.

C/W MARS is again delaying their Evergreen implementation and will be coming online at the same time we do.

COLA

The Bureau of Labor Statistics lists the Consumer Price Index increase for the Boston area at 3.4% for the year. A 3% COLA raise for NOBLE salaries was proposed. Brian Courtemanche moved to increase NOBLE salaries by 3% beginning September 2011. Seconded by Holden. Approved.

Bank

As discussed last month, the sale of Danversbank to People's United Bank brings substantial changes. State chartered banks in Massachusetts insure deposits with no limits. People's United is not a Massachusetts chartered bank, so the FDIC insurance limits of \$250,000 will apply.

Proposals from North Shore Bank, Salem Five, Beverly Cooperative Bank, and the East Boston Savings Bank were considered. The Executive Director recommend accepting the proposal from Beverly Cooperative Bank and moving NOBLE's bank accounts to Beverly Cooperative Bank.

Motion to accept the recommendation was made by Myron Schirer-Suter and seconded by Cirone. Approved.

Rendell moved to adjourn the meeting, seconded by Karen Pangallo. Approved.

Submitted by,

Myron Schirer-Suter
Secretary

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