

North of Boston Library Exchange  
Executive Board Meeting Minutes  
April 4, 2012 at NOBLE offices

**Present:** Pat Cirone, Brian Courtemanche, Ron Gagnon, Carol Gray, Martha Holden, Karen Pangallo, Nancy Ryan, Myron Schirer-Suter, Elizabeth Thomsen

**Call to Order:** Meeting was called to order at 1:16 p.m. by Pat Cirone.

**Minutes:** Motion to approve minutes from the March 7, 2012 meeting by Carol Gray, seconded by Karen Pangallo. Approved.

Motion to approve minutes from the September 9, 2011 meeting by Martha Holden, seconded Gray. Approved.

Motion to approve minutes from the November 9, 2011 meeting by Pangallo, seconded Gray. Approved.

**Treasurer's Report :** Pangallo presented the Treasurer's Report. Motion to approve by Holden, seconded by Gray. Approved.

**Bank CD:** The 14-month CD at Salem Five matures April 17. The current balance is \$532,644.84 with an APY of 1.35%

NOBLE's money market account at Beverly Cooperative bank currently pays 1%. This is significantly higher than most one-year CDs, which range from .3% to .5% (Salem Five, North Shore Bank, East Boston SB). Two to three year CDs pay 1%. Beverly Coop would do .75% for us for a one-year CD.

The Executive Director recommends transferring the funds that have been in the CD to the money market account. The transfer would increase our money market balance from \$1.3 million to almost \$1.9 million. The full amount would be insured through a combination of federal and state programs.

We also have about \$120,000 in mutual funds. We formerly had funds spread across two one-year CDs offset six months for liquidity, plus a smaller money market account, but for a couple of years the money market interest has beat the one-year CDs.

Myron Schirer-Suter moved to transfer the funds from the Salem Five CD to the Beverly Coop money market account, seconded by Holden. Approved.

#### **Executive Director's Report:**

**Millennium Downtime:** The Millennium system was down for three days, March 10-12, due to a power outage and hardware issues. The power outage went beyond the backup time of the power system and caused an orderly shutdown of the Innovative system. The backup time on the power system is reduced at present since we are also covering the Evergreen servers in addition to the Innovative servers.

Once power was restored, the Innovative server did not come back up due to a hardware issue with the motherboard, the system's main board. We maintain a full hardware maintenance contract directly with Oracle (who purchased Sun), but our Innovative servers are a full six years old, and spare parts are

less common now. The Innovative system has not had a complete cold shut down in a few years, due to the power system backup.

The first replacement motherboard was faulty so another had to be secured from Hartford and installed.

After installation and system diagnostics, the system still would not boot up. After much diagnosis and work by Innovative it was determined to be a problem with the files on the disk drives. To preserve data, all data is stored on two places on the system drives, called RAID, and the problem was within that function.

The system is protected by a series of two separate power systems, one for the computer room as a whole and a separate smaller one for the main server, so power fluctuations are not the cause. Starting up the system when power was restored stressed the old parts.

Funds that would have replaced our Innovative server were better invested in our Evergreen server which will be our main server starting next month.

The Evergreen “server” is actually a collection of 18 servers with built in redundancy, so another prolonged outage is extremely unlikely after the switch to Evergreen.

**EBSCO Down:** EBSCO was down on Tuesday, March 27. An upgrade to their administrative interface took down the database interface as well access as for all customers.

**OCLN RFI:** The Old Colony Library Network has issued a RFI for a new library system. They are projecting an RFP in the fall of 2013, awarding the contract in December, 2013, with a go-live in the summer of 2014. They are interested in both open source and proprietary responses, and MassLNC will be following up to offer assistance and insight. Equinox is expected to respond for Evergreen.

**Training Room Upgrade:** The upgrade to our Training Room projection equipment has been completed. Two initial difficulties, a wand that wouldn't hold a charge and the glare on the old white board have been resolved. The wand was swapped out by the vendor and we purchased a new white board with a surface suitable for short-throw projectors, which George and Tom installed. The white board swap out added another \$500+ to the project. The Training Rooms is being rearranged back to classroom style for final training.

**Vacation:** Ron will be taking a few days off starting Friday into early next week, but will be home and checking e-mail.

**Evergreen Conference:** Elizabeth and Michele Morgan will be attending the Evergreen International Conference in Indianapolis April 25-28. Elizabeth will be part of a panel, What is a mature consortium to do?: Collaboration and collegiality among three distinct organizations, with Kathy Lussier, MassLNC, Larry Rungren, MVLC and Tim Spindler, CW MARS. Kathy Lussier is also speaking as part of a panel of project managers, and solo on batch loading enhancements funded by MassLNC, so our project will be getting plenty of notice at the conference.

**Formula Revision:** The Formula Revision Committee has recommended removing the \$30,000 addition to the 75% equal portion that would have been used as a rebate to libraries that would suffer more than a 5% increase from the present formula, which was approved by the Executive Board at the March meeting.

Holden moved to update the new formula, seconded by Pangallo. Approved.

Alan Thibeault, the formula committee chair, will present the new formula at the next members meeting.

**Age Hold Protection:** Small libraries with speedier cataloging processes can experience the short-term problem of their materials filling holds for patrons of other libraries, before their own patrons have a chance to use them. As a result, there is a desire to “turn up the dial” on age hold protection and keep materials local for longer periods.

In Millennium, local holds are given priority, but that is not the case with Evergreen. NOBLE can define the parameters of age hold protection. Age hold protection of 2 weeks, 1 month, or 3 months matches the existing policy for display items. Some members also want the option of a 6 month age hold protection to protect their material from traveling to fill holds.

In discussion of the issue, there was a consensus that there needed to be a balance between protecting the local collection while not discouraging resource sharing.

Pangallo moved to limit age hold protection to 3 months, Holden seconded. Approved.

**Evergreen:** Evergreen 2.2 beta has been released. We will start with this version as it has been released, with the exception of bug fixes.

Martha continues with test loads of data. Everything has been loaded except fines and holds.

The second phase of training is underway.

Use of the acquisitions module will likely be rough at first. There isn't a large user community to test EDI. Acquisitions presents development opportunities.

NOBLE is using GoToMeeting for Evergreen training.

Wakefield has created an Evergreen brochure which can be customized by other NOBLE libraries.

**Other items:**

NOBLE and MVLC have approved the MassLNC proposal. The MassLNC Board will have 2 representatives plus the Executive Director of each network.

Holden nominated Brian Courtemanche to represent NOBLE on the MassLNC Board, seconded by Pangallo. Approved.

Holden nominated Pat Cirone to represent NOBLE on the MassLNC Board, seconded by Schirer-Suter.  
Approved.

C/W MARS will also be transitioning to Evergreen over the Memorial Day weekend.

Gray moved to adjourn at 4:02, seconded by Schirer-Suter. Approved.

Submitted by,

Myron Schirer-Suter  
Secretary