

**North of Boston Library Exchange  
Executive Board Meeting Minutes  
August 29, 2012**

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

**Call to Order:** Meeting was called to order at 2:10 pm by Pat Cirone.

**Minutes:** Motion to approve minutes from December 9, 2011 meeting made by Pangallo and seconded by Courtemanche.

Motion to approve minutes from February 8, 2012 meeting made by Hummel-Shea and seconded by Courtemanche.

Motion to approve minutes from April 4, 2012 meeting made by Ryan and seconded by Courtemanche.

**Treasurer's Report:** Pangallo presented the Treasurer's Report. Motion to approve by Gray. Seconded by Schirer-Suter. This report does not include certain June or July invoices. Those over expended line items were done so previous to June 30, 2012.

**Executive Director's Report:**

**E-rate Approved:** Our FY2013 E-rate request was approved in full. We will be receiving a \$1,320 credit against our voice services, approximately the same as last year.

**Revere Director:** Retired Winthrop Director John Cronin has been appointed interim director at Revere Public Library.

**OverDrive:** According to statistics provided by Elizabeth Thomsen, the number of checkouts in January-December in 2011 was 42,127. The number of checkouts in January-June in 2012 were 42,690. We are well on our way to doubling the 2011 checkouts.

**Virtual Catalog:** AutoGraphics has been chosen to replace SIRSI as the new statewide virtual catalog system. Ron Gagnon, Pat Cirone and Jeff Klapes participated in the selection process in the spring that involved four proposals and four demos. The other proposals were from Relais, Innovative and Equinox. It is hoped that the first wave of networks and standalone colleges can begin the transition in the fall with the second wave (of which NOBLE is part) will happen in the spring.

**MBLC Telecomm and Resource Sharing Funds:** We filed our request with MBLC for FY2013 funding based on last year's funding and statistics. The finding is formula-driven and will be divided among the network. Ron does not anticipate any major change. These funds will be applied to FY2014.

**Approval of FY2013 Meeting Schedule:** The following schedule for Executive Board Meetings for FY2013 was approved.

September 12, 2012  
October 10  
November 7  
December 12  
January 9, 2013  
February 6  
March 13  
April 3  
May 8  
June 12

The motion was made by Pangallo and seconded by Hummel-Shea.

**Consideration of non-agenda items at Members Meetings:** Carol Gray asked whether time could be set aside during Members Meetings for the Directors to share current issues. Ron pointed out that some issues, e.g. course reserves, would be of interest to the academic but not the public libraries. The conclusion was that a separate meeting held early or late in the day would be most satisfactory rather than adding time to the members meeting.

**Consideration of Small Library Assessment and Request for Membership from Nahant:** After considerable discussion, a motion was made by Ryan and seconded by Pangallo to create a separate membership category:

- Must have a collection of 60,000 items or less
- Must have 500 or less students or active borrowers with a municipal population of 6,000 or less
- Will have a vote on NOBLE committees or Members Meeting
- Membership fee will be \$20,000 plus the cost of any consortium-wide electronic products
- The fee will be pro-rated as of the date the contract is signed
- There will be no initiation or start-up fee
- The membership fee will be reviewed annually to reflect changes in collection size, circulation, etc.
- MBLC-funded Small Library in Network (SLIN) is \$2500. NOBLE will keep these monies the first year and put them toward start-up and telecomm costs (MBLC funds this \$2500 annually from their budget line item 9506 for municipalities with a population of 10,000 or less. It is not considered start-up funding and is distributed only when the MBLC budget allows).

**Authorization of FY2013 Working Groups:** Presently we have three Working Groups: ERDWG, Collection Management Team and the Formula Committee. The Formula Committee has completed its work.

A motion was made by Hummel-Shea and seconded by Ryan to reinstate ERDWG and the Collection Management Team for FY2013 and add a third Working Group called Resource Sharing Group. This group will be charged with reviewing the NOBLE policies that govern network transfers, borrowers' card policy and bills and notices, for example, and recommend revisions based on the migration from Ill to Evergreen.

The Executive Board has the authority to reinstate Working Groups and the President of NOBLE appoints the members.

**Consideration of FY2013 Salary Cost-Of-Living Adjustment:** At budget time, 3% is set aside for a COLA. The Consumer Price Index (CPI) for 2012 is 0.8%. A motion was made by Hummel-Shea and seconded by Gray to adjust the salaries by 1%.

**Evergreen Update:** Ron Gagnon stated that NOBLE responses to working out Evergreen problems have been less rapid: they lost their part time tech support person in June and select staff has been on vacation. Holds remains very complex with a lot of energy devoted to working on the problems. A great deal of work has been done by ERDWG on the catalog over the summer. There is a problem with stemming that, hopefully, can be resolved without reindexing. Jeff Klapes and Nancy George have been appointed to the Development Committee which reports to the MassLNC Executive Board (Pat Cirone, Brian Courtemanche and Ron Gagnon are members). This Committee is charged reviewing Evergreen problems and prioritizing what must be corrected. A round of NOBLE trainings has begun: Ps & Qs sessions and a variety of GoToTrainings.

**Adjournment:** A motion was made by Courtemanche and seconded by Gray to adjourn at 3:45 pm.

Submitted by,

Nancy D. Ryan  
Secretary