

## **NOBLE Executive Board Minutes – May 8, 2013**

Attending: Myron Shirer-Suter, Karen Pangallo, Pat Cirone, Linda Hummel-Shea, Martha Holden, Brian Courtemanche, Ron Gagnon, Elizabeth Thomsen, Martha Driscoll.

Meeting called to order by President Pat Cirone at 2:08 p.m.

Motion to approve minutes by Karen Pangallo. Second by Myron Shirer-Suter. Minutes approved as corrected.

Karen Pangallo gave the treasurer's report. Motion by Brian Courtemanche to approve the treasurer's report. Second by Martha Holden. Motion approved.

Ron gave his Executive Director's report as distributed:

**House Budget** -- the House, through consolidated amendments, allocated an additional \$200,000 to the library technology and resource sharing line item. This brings the total allocation to \$2,129,238. It has been flat at \$1.9 million for several years. Of that amount, \$1,575,000 has gone to telecommunications and resource sharing, mostly to the networks. Still dependent on Senate action to follow.

**MBLC Director Search** -- I've been serving on the director search committee for the MBLC and after three days of interviews at the BPL we are recommending two to the Commissioners. Hopefully they are comfortable with one of them, and our work will be done. If not, may consider using headhunter.

**Insurance** – Reviewed our insurance policies with our agent yesterday. Overall an 18% increase, not unique to NOBLE, industry-wide issue. Reviewing also in light of technology changes, less telecomm equipment, making sure office PCs are covered as data processing and not just office equipment (better remedial coverage), changing cost of equipment, etc. Getting quotes on increasing EDP coverage while reducing office coverage and increasing deductible from \$1,000 to \$5,000. Also reviewing bonding coverage in light of increased bank accounts.

**Router Downtime** – One of three fans on our main router here at NOBLE failed over the weekend. Atrion's monitoring noted this failure early Sunday morning, and continued to monitor the internal temperature of the unit and it wasn't a problem. Initially we were told it was hot swappable, no downtime, but all three fans come as a unit, and when the technician arrived we learned otherwise, to our surprise. Fortunately the swap was quick. The unit was installed in April, 2005, and is end of life in 2016 so it will become a grant project in the near future.

**Long Overdue and Bill Policy.** A background document and the minutes from Resource Sharing Working Group were distributed ahead of time explaining how overdues and billing worked on Millennium and the proposed changes to Evergreen. The Resource Sharing Working Group is in favor of the proposal in the document. Ron distributed a report of how many patrons who used their card in the last year have email in their record. Publics were around 95 % and academics closer to 99%. Ron also distributed a report prepared by Michele Morgan which

shows each library's notice schedule as migrated from Millennium. Ron stated that on Millennium borrowing blocks were applied at the first notice. Ron reported that Salem Public Library expressed concern because they only sent bills at 90 days (no overdue notices) so this proposal blocks their patrons sooner. Elizabeth talked about assisting libraries in creating reports of soon-to-be-billed items to check shelves and update prices. Pat asked about virtcat items and bill notices and what the implications are if the bill is setup to come from the owning library. Martha Driscoll replied that virtual catalog bills may need to be formatted. Motion by Linda Hummel-Shea to forward the policy to the June members meeting for vote. Second by Martha Holden. Motion approved.

**Strategic Plan Goals.** Ron presented 7 potential goals for NOBLE's long range plan. There was discussion of consolidating some of the goals. Executive board will look this over and discuss next month.

**WMLA Survey Results.** Ron passed out the results of a survey done by the Western Mass Library Advocates which asked "Would you like WMLA to advocate on behalf of regional members for a statewide plan that would include network consolidation of the ten (10) individual library networks into a more cohesive, statewide network, including one statewide library card?". The results show Yes: 26.5% (32); No: 5.7% (17); Possibly but I need more information: 63.1% (77); Yes, and I would be willing to work on a committee: 4.9% (6). The committee will be contacting libraries in other networks and Ron wanted to make people aware of this. Pat suggested that we be active in advocating against this.

**Evergreen Update.** Ron reported that loading release 2.3 is tentative for early June. Release 2.4 will be out by then but we want to wait for others to load it before we do. Ron and Martha talked to Galen Charlton, Manager of Implementation at Equinox about memory leak issues in 2.3. Georgia Pines has similar problems as CW/Mars. Most memory leaks have now been resolved regarding patron record retrieval. There are a few remaining memory leaks surrounding printing which are being addressed this week. NOBLE has loaded 2.3.6 on the training server and we are currently testing. Equinox developed an experimental client as well and we will load that and test it. Equinox will be doing the upgrade on our production cluster. They should be able to do the bulk of the upgrade during off hours, but there may still be some down time.

Ron reported that MassLNC has awarded a contract for \$45,000 to OmniTI for an Evergreen Software Performance Evaluation. The MBLC is providing \$50,000 which will include purchasing a test server. Sitka in British Columbia will contribute a few thousand as well. MassLNC set aside \$15,000 to fix any issues identified by the evaluation. The software performance will be done over the summer. OmniTI is active in the open source community with a specialty in postgresSQL, the database that Evergreen is based on.

Elizabeth reported that the development committee is putting funds into billing development and opac improvements. Billing improvements will eliminate negative balances that result when a payment is made on a lost item, but subsequently checked in. Proposals for catalog development include, use of standard boolean operators, browse searching, and activity metrics to improve relevance. Other enhancements include specific format icons (CD, CASSETTE, DVD etc),

library name as a clickable link, and improvements to the ways the system can give information about selected records (text, email, book bag etc.). These would not appear in a release until after 2.4.

Pat Cirone asked about a meeting to show the new features of 2.3. Elizabeth thought that since most of the 2.3 changes are in acquisitions, they won't be of general interest to all users. The remaining new functions won't take 2 hours to cover. Pat suggested a scheduled webinar. Elizabeth reported that catalog sessions will be scheduled in the fall to look at the current catalog functionality as well as development items.

Ron reported that the MassLNC conference is next week. NOBLE filled its allotted 30 seats. Another conference will be next year at a larger facility, further east. Also next year is the Evergreen conference in Boston.

**Other Business.** Pat talked about the MassLNC board representative positions and whether NOBLE needs a method of appointing and rotating the representatives. Martha Holden suggested flexibility, for example making the appointment a duty of executive board. This will be put on the agenda for next meeting to discuss. Karen suggested having a description of what is expected of the representatives.

Elizabeth announced that Overdrive is doing a project called Big Library where users around the country read the same book at the same time between May 15 – June 1. The book is The Four Corners of the Sky by Michael Malone. They will provide a free maximum access copy along with promotional materials and a marc record. They will measure statistics of borrowing and sales in order to gather data to prove to publishers that participating in Overdrive drives sales. We will get to vote for future book club promotions. We will have a banner on our site. The book will be in our catalog with a link to Overdrive

Pat Cirone mentioned a day of security training with the Black Belt Librarian. Ten libraries were interested. Pat is also investigating a joint session with MVLC bringing in Homeland Security. Pat will send out more information.

Motion to adjourn by Myron Shirer-Suter. Meeting adjourned at 3:40 p.m.

Respectfully submitted,

Martha Holden  
Secretary Pro Temp