

NOBLE Executive Board Meeting March 12, 2014 @NOBLE

Present: Brian Courtemanche, Patricia Rogers, Martha Holden, Myron Schirer-Suter, Karen Pangallo, Alan Thibeault, Linda Hummel-Shea, Pat Cirone, Ron Gagnon, Elizabeth Thomsen and Martha Driscoll.

Call to Order

Meeting was called to order at 2:05 p.m. by President Brian Courtemanche

Approval of Minutes

The Minutes from the November 13 meeting were distributed. A motion to approve was forwarded by Patricia Rogers and seconded by Karen Pangallo. Motion passed.

Treasurer's Report

Karen Pangallo distributed the Treasurer's Report reflecting figures as of 2/28/14. A motion to accept the Treasurer's report was forwarded by Alan Thibeault and seconded by Brian Courtemanche.

Executive Director's Report

Strategic and Action Plans-MBLC approved the Strategic Plan in a letter dated October 3 and the FY15 Action plan in a letter dated December 23, both from Cindy Roach.

Sort to Light-The first group of early adopter volunteer libraries started January 27 followed by a second wave in early February and rest of the network in mid-February.

Governor's FY 15 Budget-The recommendation released 1/22 increased the network line and aid to public libraries' line by 2%. The House budget will come up with their version shortly. Library Legislative Day is March 31 at the State House.

FY'15 Erate filed- Form 471 was filed on January 24. NOBLE is requesting a subsidy of \$1,200 (\$930 on voice lines and \$270 on cell phone lines for Martha and George). This is reduced from the \$1620 received last year due to reduced number of land lines for modems and switching to state contract. The filing involves submission of extensive paperwork. The decreasing amounts requested call in to question the value of continued filing. For example in FY2010, NOBLE received \$77,000 in subsidies.

Spring Meeting Schedule includes ten roundtables-holds, tech services, acquisitions, WordPress, local history, reports, reference, PC reservation and the Apps RT hosted by Salem State. The annual Tech Expo will be reinstated and is scheduled for June 10.

Discovery Platform Meeting-NOBLE hosted a demonstration and discussion on February 25. A few members are looking into the platform. NOBLE is working with Phillips Academy on setup and implementation and should learn a lot about the entire process which will benefit other NOBLE libraries.

MLS ILL Transition Task Force-Elizabeth Thomsen will be representing networks. MLS will be moving the service in-house instead of contracting ILL Centers.

North Shore Computer Society-Ron Gagnon and Elizabeth Thomsen will be speaking on mobile devices and library services in May.

Reading Move-NOBLE will be assisting Reading in their move to a temporary location this summer while renovation and addition work begins in the library.

June Meeting Dates

Karen Pangallo made a motion to “Vote to move June Executive and annual meeting dates to 6/4 and 6/12” The motion was seconded by Martha Holden. Motion passed.

Fund Transfer

Linda Shea made a motion to “Transfer \$75,000 from Capital to the Contingency Fund”. The motion was seconded by Alan Thibeault. Discussion followed regarding the need to increase the contingency fund in order to accurately reflect all NOBLE costs. The motion passed.

Telecomm Grant Proposal

Ron Gagnon send the proposal to the MBLC and Paul Kissman identified some red flags that dovetailed with Atrion issues. Atrion will requote current mixed equipment to be all Cisco. The proposal will be tabled until April. The Board will be able to look over the proposal prior to submission and the membership will have the opportunity to vote prior to final approval by MBLC.

E-book MARC record backlog

Due to the growth of many NOBLE libraries e-book collections, loading of individual library e-book additions have become a more labor intensive process. Christine Morgan had been manually loading and deleting groups of 500 records at one time. In order to expedite the process, Martha Driscoll has worked with Equinox to develop a script to load e-book records. Suzanne Paterno has been working on scripts to remove records and delete the 856 link. NOBLE sponsored development work so that links to e-books appear in all scopes. There is now a script to change 856 links to work in the new scenario.

Revising Employee Handbook

NOBLE’s current Employee Handbook was developed jointly in 2000 by a NOBLE Personnel Committee and Deutsch Williams Law firm. Ron Gagnon would like to reinstate the committee in order to revise the handbook to reflect current practices. The bylaws provide for a Personnel Committee with a member of the Executive Board as chair. Alan Thibeault volunteered to serve as chair and will solicit representatives to serve on the committee. A motion to “Have the personnel committee revise the Employee Handbook” was made by Pat Cirone and seconded by Brian Courtemanche. The motion passed.

Point to Point ILL request from Minuteman

Minuteman’s Sierra system is not compatible with the old Virtual Catalog and they have asked for ILL support using point-to-point while they await the new Commonwealth Catalog upgrade this summer. Ron Gagnon has not heard from Minuteman regarding his request for similar consideration for NOBLE once Minuteman is up and running.

Collection Management Policy

Ron Gagnon shared the updated collection development policy forwarded by the collection management team which streamlines the former policy. Karen Pangallo made a motion to “Accept the revised collection development policy”. The motion was seconded by Martha Holden. The motion passed.

Evergreen Updates

Ron Gagnon shared some current Mass LNC projects

- The Multi-valued Record Attributes and Controlled Record Attributes (MVF/CRA) development project will allow sites to use different icons to easily distinguish between media types i.e. books and e-books, DVD's and blue ray
- Long overdue: Items can automatically be set to a long overdue status instead of being set to lost. Sites will also have the option to decide whether or not they want to bill for an item when the status is set to long overdue.
- Web based staff client rewrite: funding a prototype as present client is not sustainable. Equinox will be seeking to rewrite the client with grant funding.

Cooperation with Equinox to fix Stemming

Martha Driscoll has worked cooperatively with Equinox to fix the software to eliminate stemming, as recommended by the Electronic Resources and Database Working Group. A bug in the 2.4 software kept some catalog setup options from functioning, including controlling stemming. Martha is reindexing the database to eliminate the stemmed entries.

Alan Thibeault moved to adjourn the meeting at 4:25 p.m.

Respectfully submitted,

Linda Hummel-Shea, Secretary