

NOBLE Executive Board Meeting May 14, 2014 @NOBLE

Present: Brian Courtemanche, Myron Schirer-Suter, Karen Pangallo, Alan Thibeault, Linda Hummel-Shea, Martha Holden, Ron Gagnon.

Call to Order

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

Approval of Minutes

The Minutes from the April 9 meeting were distributed. A motion to approve was forwarded by Alan Thibeault and seconded by Karen Pangallo. Motion passed.

Treasurer's Report

Karen Pangallo distributed the Treasurer's Report. A motion to accept the Treasurer's report was forwarded by Martha Holden and seconded by Brian Courtemanche. Motion passed.

Executive Director's Report

North Shore Computer Society

Ron and Elizabeth presented to North Shore Computer Society on OverDrive and library mobile access. The session was well received and they were asked to return next year.

Tech Expo

The Tech Expo will take place at NOBLE on Tuesday, June 10 from 10-3 with lunch provided. Morning sessions will focus on Evergreen and the afternoon will be devoted to other NOBLE related technology. A *Welcome to NOBLE* session will be presented at 9:30. There will be ongoing demo sessions throughout the day.

Reading and Everett Telecommunications

NOBLE is working with both Everett and Reading during their building projects. Reading will be moving to temporary quarters in a former store and Everett's Shute branch is scheduled to reopen in November.

Comcast Upgrade

Comcast has upgraded their medium-level business Internet service from 27Mbps to 50 Mbps for the same price. NOBLE has been upgrading main public library sites to the higher bandwidth. George and Tom will be randomly checking library sites.

Annual Fire inspection

The annual inspection by the Danvers Fire Department passed without issue. In March, the fire extinguishers were renewed and the emergency lights were checked.

ALA Annual meeting

Ron and Elizabeth will be attending the ALA Annual Conference in late June in Las Vegas.

Emergency procedures handbook

Ron has almost completed the NOBLE Emergency Procedures Handbook using a template developed by MBLC. It addresses many emergency issues for employees, equipment and facilities.

Brooks Grant

Ron shared the Brooks Grant application for staff client development. No funds are required from NOBLE. MassLNC will be matching funds.

Nominating Committee

Brian, Ron, Nancy Tracy, Linda Walsh Gardener and Diane Wallace met to nominate a clerk and treasurer. Nancy nominated Linda Walsh Gardener for clerk. Karen Pangallo will continue to serve as treasurer. Diane Wallace expressed interest in serving on the executive board. There will be an election of officers at the annual meeting. Motion to accept the nominating committee report was forwarded by Martha Holden and seconded by Karen Pangallo. Motion passed.

Personnel Committee

Alan Thibeault, personnel committee chair, has not yet discussed handbook changes with the law firm (Deutsch, Williams). Many of the proposed changes are concerned with the *Affordable Care Act* and the *Employee Retirement Income Security Act of 1974 (ERISA)*. Alan will plan a meeting for the personnel committee in the near future. Committee members are Brian Courtemanche, Patricia Rogers and Ron Gagnon.

Public Library bid

The City of Salem has again handled the group bid for 17 NOBLE Libraries for the upcoming year. Nancy Tracy and Ron attended the bid opening.

Evergreen Updates

Ron reported that release 2.5 is scheduled for June 16 and 17. It contains numerous bug fixes and a substantial number of new features such as see and see also reference, browsing by subject, author or title, and improved functionality for tablets and mobile devices. NOBLE is considering moving to version 2.6 in August.

Brian Courtemanche seconded by Alan Thibeault moved to adjourn the meeting at 3:05 p.m.

Respectfully submitted,

Linda Hummel-Shea, Secretary