



**NOBLE Executive Board Meeting
October 8, 2014 @ NOBLE**

Present: Brian Courtemanche, Ron Gagnon, Alan Thibeault, Kathryn Geoffrion Scannell, Karen Pangallo, Myron Schirer-Suter, Linda Gardener, Diane Wallace, Patricia Rogers, Patricia Cirone

Call to Order

The meeting was called to order by President Brian Courtemanche at 2:06pm.

Approval of Minutes

The minutes of the September meeting were approved as written.

Treasurer's Report

Alan moved to approve the Treasurer's report. Patricia Rogers seconded the motion. The motion passed.

Executive Director's Report

Duncan Smith, creator of NoveList, spoke at NOBLE recently. He spoke about both NoveList and RA general services. There is currently a trial being offered by EBSCO for Rosetta Stone and Flipster. Pricing on Flipster is included in the email with EBSCO pricing.

There are not yet any completed figures on the MBLC subsidies. There is a recalculation needed to clarify the data.

Elizabeth Thomsen spoke at the retirement reception for Janet Bjork, the serials librarian at Gordon College. Ron Gagnon spoke on Saturday at the Jenks Library, at the dedication of the John Beauregard Mezzanine. John was an officer for many years, and also on the Board. He was instrumental in the development of NOBLE's public/academic relationships.

Mike Ahern, who coordinates the Creativity Lab in Peabody, will be conducting some classes for some NOBLE staff in using Python programming language. This will be helpful for working with Evergreen's course reserves module.

The West Peabody branch library will be the first library in NOBLE, to move to the BISAC classification system. There are only a few such libraries in Massachusetts. Ron and Elizabeth have met with staff about working through the change. West



Peabody will be hosting the March Members meeting, by which time they expect to have completed the transition.

Bob Guimond, NOBLE's CPA, is almost done with his audit. The finished product is expected for the November meeting.

The RFP for the grant-supported public library switch replacement project is expected to be sent out in the next week. This project also includes replacement of the central site router, and a switch. The two principal competitors are Atrion and FTG, who are expected to provide solid competition.

Reading Public Library is closing on Saturday, October 11th and plans to re-open at the former Frugal Fannie's site in November. During their absence, the building will undergo a renovation and addition. They plan to reopen in the Spring of 2016. The Town is taking charge of the movement of the data lines to the temporary site and back, with assistance from NOBLE. The move will impact both nearby libraries such as Wakefield, and Reading residents and employees working nearby the new temporary site.

FY16 OverDrive and PC Support Costs

Ron sent an email with several spreadsheets with pricing for the FY16 OverDrive and PC Support costs. We have usually divided costs based on the prior year's usage and the amount paid in the prior year (50/50 ratio).

Elizabeth joined the group to discuss the demand for OverDrive, and what the holds lists looked like. Pat Cirone expressed interest in this information. Elizabeth assessed the cost currently at over \$300,000 to bring the holds list to under 5 holds per person. She is not sure how difficult it would actually be to push down the holds list. Pat also asked how many requests there are from patrons for items we do not already own. We are not sure – there is a feature that would allow patrons to make requests, but we do not have it turned on. It would be a mixed bag of benefit and concern.

The group discussed either raising the OverDrive charge to a total of \$60,000 or \$75,000 (from the current \$50,000).

Ron explained that we attempt to estimate the funds needed for libraries, and subscriptions, and holds management. Elizabeth makes an effort to ensure that seasonal and interest "book award" type books are refreshed yearly.



Pat moved to recommend to the membership an increase of OverDrive material allocation to \$75,000 for FY2016 with a major goal being to address holds management using the existing formula for library assessments. Myron seconded the motion. All were in favor.

Ron proposed that we continue the FY15 pricing, \$110 per PC, \$220 per server, \$275 base, 5% surcharge for PC management, which was increased over FY2014. Diane moved to approve the proposal; Alan seconded the motion. The motion passed.

Lease Renewal Proposal

Ron presented a proposal for a lease renewal on NOBLE's current office space. Ron has negotiated with the landlord, to attempt a beneficial deal that acknowledges changing technologies that will be incurring expenses to update the facility. Ron presented a spreadsheet detailing the proposal and counter proposal, included herein. There are still about 19 months before the lease expires, which allows Ron to negotiate when not in a crunch position. Under the proposed agreement, the Landlord will update the lighting in the unit, increase in FY2017 by 1.16% rather than 2.5%, and pay for the updating of the computer room HVAC. Karen Pangallo made a motion to approve the counterproposal made by Ron; the motion was seconded by Pat Cirone.

Circulation Policy Working Group

Brian discussed email received regarding concerns about the makeup of the Circulation Policy working group. A variety of viewpoints and responses were discussed. After extensive review of the concerns and previous decisions, it was decided to maintain the status quo of nine members, open to others for attendance.

Change to MBLC Network Grant Program

Ron announced a change to the MBLC Network Grant Program. LSTA grants are currently reviewed by SACL. SACL is looking for new and exciting projects, and wants to see impact on end users and outcomes on library services. The Network & Servers grant program's goal is to be inconspicuous and "invisible." It is an infrastructure program that allows for the smooth operation of daily library services. The network heads and other library staff, including Alan Thibeault and Brian Courtemanche, attended a meeting to discuss these concerns. MBLC staff, facilitated by Ruth Kowal, agreed. The meeting was inconclusive. MBLC is now looking at new ways to support network infrastructure. They have decided to take \$200,000 from the



9506 line item in the budget, and allot it directly to libraries in the networks. A report will be provided at the end of the year to the MBLC detailing the use of funds, which are to be used for capital purposes only. Funds can be rolled over from year to year. NOBLE's annual share will be roughly \$16,000. Networks will no longer need to apply for LSTA grants for these needs. However, it may be less guaranteed than the LSTA funds. There will be another meeting on Monday the 27th. Ron feels it is a good concept, providing that funding remains stable.

This change does not affect the LSTA grant already awarded that will allow for the new switches in NOBLE libraries.

Other Business

There was no additional business.

Adjournment

Patricia Rogers moved to adjourn; Diane Wallace seconded the motion, and all were in favor. Adjournment was at 4:24pm.

Respectfully submitted,

Linda C.W. Gardener