



NOBLE Executive Board Meeting November 12, 2014 @ NOBLE

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

Call to Order

The meeting was called to order at 2:04 p.m. by President Brian Courtemanche.

Approval of Minutes

The Minutes from the October 8, 2014 meeting were distributed. Several corrections and typos were requested. Under attendance, the last names of Brian Courtemanche and Myron Schirer-Suter were mis-spelled. Under the Executive Director's report, third paragraph, the name "John" was spelled "Bohn." Under Change to MBLC Network Grant Program, it was pointed out that other library staff, specifically library directors Alan Thibeault and Brian Courtemanche, also attended the meeting. Finally, in the same section, Ruth Kowal's last name was corrected (previously spelled Kohl.) A motion to approve the minutes as amended was made by Alan Thibeault and seconded by Martha Holden. Motion passed.

Treasurer's Report

Karen Pangallo reported that there was nothing unexpected in the report. Martha Holden made a motion to accept the Treasurer's Report. Pat Cirone seconded the motion; the motion passed.

Executive Director's Report

Ron Gagnon reported that there are no updates in the process of renewing the lease with the current landlord. NOBLE is hoping to have the HVAC and lighting updates completed as soon as possible. NOBLE's working groups have begun their work for this fiscal year. The Electronic Resources and Database Working Group plans to meet monthly, and met in October, the Collection Management Working Group is meeting on November 13, and the Circulation Policy Working Group will meet on December 4.

NOBLE staff continue to work on the standardization of automated bibliographic data, to enhance the quality of the collection assessment reports and the booklist generator. Issues include item locations and prefixes. NOBLE is also working with individual libraries on specific issues. NOBLE is also working with Peabody West Branch staff to assist in their conversion to BISAC.

NOBLE staff and MassLNC coordinator Kathy Lussier had a second Python programming workshop with Mike Ahearn of the Peabody library, which assisted them in understanding the Course Reserves module, and how it can be improved.

NOBLE has issued an RFP to replace public library switches and a central site router and switch, resulting from an LSTA grant, which will require a match from NOBLE's capital funds. Proposals are due on November 25.

MassLNC recently contracted with Equinix Software, Inc. to work on two Evergreen projects. The first project is the Evergreen alerts project - this will give libraries more control over which system alerts they receive and when they receive them. The second project will create a patron message center, allowing users to see notifications when they log into the catalog. Both project ideas were generated from ideas in the MassLNC system. MassLNC is also investigating a bug fix that would improve how the system handles holds. The new web client is also being tested; MassLNC will be putting funds into this development. Circulation is largely completed, to be followed by cataloging.

NOBLE staff participated in the Evergreen Bug Squashing Day, held quarterly. The purpose of these days is to have many Evergreen institutions focusing on confirming and fixing bugs, testing them and getting the fixes accepted into the main Evergreen code. At the previous Bug Squashing Day, 11 bug fixes were merged into Evergreen's core software. Making this a special day allows "housekeeping" items to be resolved regularly.

Shute Memorial Library in Everett is again connected to NOBLE, as they complete their remodel/expansion. George Lally worked with the library and Atrion to set things up, with Comcast providing internet.

The Reading Public Library has opened at their temporary location on Saturday November 8th. They expect to be there at least 18 months.

Ron also reported that Martha Holden has sent out an invitation to a Director/Assistant Director holiday party.

FY14 Financial Statements and Filings

There are three parts to the finished financial statements - the audit and state and federal filings. There were no concerns from the auditor. Alan Thibeault made a motion to approve the financial statements, seconded by Martha Holden. The motion passed unanimously. The signed forms are filed by Paula.

FY16 Action Plan

Ron reviewed the goals and related actions for the FY16 action plan [provided at the meeting, and will be available on the Staff Information Page], highlighting new items such as moving to Google for email and related functions. Also highlighted was a plan to develop an easy-to-access dashboard for library managers, and the ability to have library-initiated batch-loading of patron records in Evergreen. Plans to shift all cataloging to RDA are also in process. NOBLE and the ERDWG group will be working on several items related to e-content. NOBLE will investigate a group purchase option for statewide ebook database in FY17. NOBLE will be looking at replacing hardware for the Evergreen server to maintain quality service to member libraries, as well as performing upgrades within the building. Karen Pangallo moved to approve the FY2016 Action Plan. Alan Thibeault seconded the motion. Motion passed.

Branded Gmail, Calendar and Apps

In an effort to improve services related to email and calendar issues, NOBLE staff are recommending a move to branded Gmail, including the Google Calendar and apps. This effort meets several of NOBLE's long range goals. It is hoped that this project will provide member libraries and NOBLE with more modern tools for sharing information within libraries and NOBLE. Martha Driscoll reported that the current mail system has around 500 users. The Google Apps for Non-Profits allows unlimited users. Email addresses would not change. Power outages would not affect email servers, since they would be in the cloud. All email and folder structures would be transitioned; Martha is investigating transference of personal email contacts. Google could deal with spam far more efficiently than our current system. Patti Rogers asked about home access – Martha Driscoll indicated that this should be must more robust. They are currently testing. All emails will be transitioned. Martha is unsure about how personal contacts will migrate. Ron mentioned that the cost for this service is waived for non-profits. Martha Driscoll has successfully applied for this waiver. Google has far more power to deal with the spam issues we have been experiencing. There will be no advertising. Access should be easy whether at work, at home, or on a mobile device. Elizabeth Thomsen discussed the benefits of using Google Drive and Google docs, and having this option with our professional noblenet.org accounts rather than co-mingling work documents with personal Google accounts. Karen Pangallo has experience using Google for email and apps at work, and reported satisfaction with several elements. Elizabeth Thomsen reported that the Calendar would be rolled out immediately, with other apps possibly following. The Calcium calendar will also be supported during the transition. Martha Driscoll reported that administration will be far easier than the current system. She is hoping for late January 2015, depending on how smoothly the process moves forward. Alan Thibeault moved to approve a transition to branded Gmail, along with Google Calendar and apps; Martha Holden seconded the motion enthusiastically. The motion passed.

Overdrive Update: Simon & Schuster, Buy It Now

Elizabeth reported that OverDrive came out with a product called BIN (buy it now) a few years ago for ebooks. Library users are given the option to either place a hold OR buy the item immediately. In order to purchase Simon & Schuster titles, BIN must be turned on. When you click on the button to buy, you get several options of where to purchase from. The Amazon price is generally lower than the OverDrive price.

Ron reported that it has not had much of a reaction either way in group discussions. There are a variety of practical and philosophical issues to consider in moving this direction. Elizabeth would like to see how Simon and Schuster feels about the system next summer or later, after it has been in place for a little while. Ron & Brian suggested that we “wait and see,” which was agreeable to all.

Other Business

Diane Wallace wondered how Alan made out with the young man who was creating a policy concern in the library. Alan was able to take care of the issue through an existing NOBLE policy, and is now updating the library's internal policies.



Alan asked if anyone has considered jumping into the barcode readers that can read barcodes off of phones. Ron will be working to clarify NOBLE circulation policies, if needed. Brian speculated that it may be helpful for students who are not physically at the library.

Adjournment

The meeting adjourned at 3:42 p.m, as moved by Alan Thibeault and seconded by Diane Wallace.

The next meeting will be Wednesday, December 10, 2014 at 2:00 p.m.

Respectfully submitted,

Linda C.W. Gardener, Secretary