

NOBLE Executive Board Meeting

March 9, 2016 @ NOBLE

Present: Ron Gagnon, Alan Thibeault, Linda C. W. Gardener, Martha Holden, Patricia Rogers, Brian Courtemanche, Kathryn Geoffrion-Scannell, Myron Schirer-Suter, Pat Cirone, Diane Wallace

1. Call to Order

The Meeting was called to order by President Alan Thibeault at 2:00 pm.

2. Approval of Minutes

A motion to approve the minutes of the February 10th Meeting was forwarded by Kathryn and unanimously approved.

3. Treasurer's Report

The Treasurer's Report was presented by Ron, in the interim between Karen Pangallo's departure and the anticipated election of Myron Schirer-Suter as Treasurer, at the March Members' Meeting. The budget is in good shape, showing the right percentage of expenditure: we are 2/3 of the way into the year and have spent about 2/3 of the budget. NOBLE has received its second installment of MBLC funding, amounting to a little over \$76,000. There are a few changes to be made to the budget, not affecting the bottom line. These changes are covered in Item 8, below. A nice thank you note was received from Karen Pangallo for her gift. Linda moved to accept the Treasurer's Report; the motion was unanimously approved.

4. Executive Director's Report

Credit Cards

The new credit card payment service was activated on Monday, February 29th. Almost \$500.00 has already been collected. A spreadsheet showing payment activity during the first 10 days indicates that almost all payments were for overdue fines. The system has been getting use, even without much announcement. Publicity in the form of bookmarks has now been sent to Libraries. Publicity also has gone out, from NOBLE, to the media and NOBLE library directors.

Ultimately, NOBLE chose Stripe as its vendor for credit card service. Stripe initially had a higher rate, but, when NOBLE circled back for a second look, Stripe had just started a new non-profit rate, which made it competitive. NOBLE ended up choosing Stripe because of its attractive rate, it works well with Evergreen, and it has the highest level of PCI security compliance.

Quarterly checks for payments made via the new credit card service will be coming at the end of March, although there will not have been a full calendar quarter of usage. However, this payment schedule will allow the system to stay on track for standard calendar quarter dates and to test the system for this part of the process. NOBLE currently is working on developing and fine-tuning these reports.

Generator

The recently purchased generator is nearly ready to roll. The electrical and gas connections were accomplished and interconnected, on March 3rd. Now, NOBLE is just waiting for a representative from the service company to do a final check of the machinery and a test start-up. An annual service contract has been taken out, for a cost of \$1063.00. This will include preventative maintenance for a year, testing connections and the motor regularly.

There have been some issues with Evergreen coming back up after an orderly shutdown. The system load average was extremely high. It is not clear why. The system was there, but couldn't be used. NOBLE is working with Equinox to solve this problem.

Roundtables

The Holds and Social Media Roundtables have met recently. A fun fact, from the Holds Roundtable, is that, over the last four years, holds went from 14.7% of total library circulation to the current 16.7%, increasing one full percent every two years. If all the items put on hold in 2015 were piled up, this would make a pile 7 miles high (based on an average of 1" height, per item).

MassLNC

MBLC is putting out an RFR for a consultant for general evaluation of the Evergreen project and MassLNC. This was

always part of the plan from the beginning. The RFR will go out in late spring, with the work to be done in summer. A quote from the RFR is, "the evaluation will include input from network administrators, the MassLNC coordinator, network staff, MassLNC working group members, other library staff, and library patrons." Part of the reason for the evaluation is MBLC's accountability for Federal grant money applied toward the project. The action also may have been triggered at this time by a desire to include all the original players in the evaluation, before MVLC leaves the group.

MassLNC also is looking into applying for a Knight Foundation grant, to make the Evergreen catalog more like Amazon, with links to alternate formats or editions, better using the core system to polish these options and make the catalog more appealing. Another thought is to have a developers' boot camp, to mentor new developers for Evergreen.

Work is continuing on the MassLNC Strategic Plan. This will be going to the MassLNC Board before the end of the fiscal year.

The popularity metric enhancement to the catalog is just about done, and currently is being tested.

Legislative

Ron provided a page of written testimony for Dianne Carty to submit to the joint Ways & Means Committee Meeting, advocating for increased funding for network support and resource sharing.

Ron attended Legislative Day at the State House. Elizabeth will be attending the Middleton Legislative Breakfast, as Ron will be away at a family wedding.

MLS

Elizabeth represented NOBLE at the Mass. Libraries System's Strategic Planning Meeting in Tewksbury, last week.

Social Login Project

NOBLE is continuing to work with MBLC and Janus Associates to examine issues of using social media login credentials for access to library services. A final report should be coming in the next few months. This project has been more complicated than originally thought, due to the need to go through third parties with a variety of security and other requirements.

Improved Holds Notifications at Checkin

Improved hold notification popups with artwork New with artwork by Christine were created, to help separate which items go into the bin for the delivery truck and which go on a library's hold shelf.

NOBLE staff created a different popup for the Commonwealth Catalog, using one of the ComCat cat graphics.

New Copier

NOBLE's new copier was delivered on February 18th. They are arranging for a training session to be able to make full use of all the copier's features.

Technology Exhibit

Christine set up an exhibit of old library technology in a display case provided by Ron, in the NOBLE lobby area.

5. Vote to Recommend Membership for Brennan Library, Lasell College

Ron received a letter from Del Hornbuckle, Director of Brennan Library, Lasell College, proposing their membership in NOBLE, starting July 1, 2016. Lasell has been talking with NOBLE and visiting NOBLE academic members, over the past several months. Based on the current NOBLE membership fee formula and the information that Lasell has provided, their membership would cost \$37,044 for FY 2017. Lasell is still waiting for pricing on their EBSCO package. Lasell's membership would not change the current assessment of members, as already announced. Diane moved to recommend to the NOBLE general membership the membership of Lasell College in NOBLE. The motion was seconded by Martha, and unanimously approved.

6. Vote to Transfer \$250K to CD Account

Ron is basically looking to increase the interest that NOBLE gets on its invested money. \$1.7 million is invested,

including both the capital and the contingency account. Currently, all of the bank funds are in a Money Market account at 0.8%. Beverly Bank is willing to pay 1.5% on a 2-year CD to NOBLE, as a preferred customer. A motion was made by Martha to approve opening a 2-year CD at Beverly Bank at a rate of 1.5% in the amount of \$250,000; Brian seconded. The motion was unanimously approved.

7. Vote to Use Capital for Phone System Upgrade

Ron explained that the phone system is “wicked old” – i.e., almost 15 years old. The central processor module is not longer supported. NOBLE wants to replicate its current system with the new model. They have been happy with Datel and their service, and would like to stay with them. They plan to add a Polycom Soundstation, as part of the package. The total cost would be \$5175, including both installation and training.

Ron also got a competing quote from FTG, NOBLE’s telecomm provider. This price was twice as much.

Brian moved to transfer \$5200 from the capital account for the new phone system. Linda seconded the motion; the motion was unanimously approved.

8. Vote to transfer funds within FY 2016 Budget

NOBLE had originally planned to get new Evergreen servers, but hasn’t done this yet. Now, it turns out that the 5-year maintenance contract on NOBLE’s servers is up next month. Nothing was budgeted to renew the contract, because this need wasn’t expected. The cost for the one-year renewal of the maintenance contract would be \$10,282. In order to make funds available, Ron asked to transfer \$5000 from Line Item 65805 (NOBLE Server Upgrade) and \$5500 from Line Item 65310 (Evergreen Server Upgrade) to put \$10,500 into Line Item 65305 (ILS Hardware Maintenance). Kathryn made a motion to approve this transfer. Martha seconded the motion. The motion was unanimously approved.

Ron also reported that Line Item 65810 (PC Upgrade) was not as overspent as previously indicated. There was a clerical error, which now has been corrected.

9. EBSCO Update

ERDWG and the Collection Management Working Group both have recommended continuing our current database package and NovelList Plus products. Data shows that usage of the periodical databases in the base NOBLE package has been steady or rising. Data on usage of NovelList Plus shows a possible need for more promotion. Lasell College has a standalone contract with EBSCO. They are trying to work out what will happen if they join NOBLE, how they can become part of NOBLE’s EBSCO package. NOBLE plans to ask EBSCO for 1-, 2- and 3-year contract figures. These should be coming soon.

10. Other Business

No other business.

11. Adjournment

A motion was made by Linda to adjourn the meeting.

Respectfully submitted,

Patricia Rogers
Clerk/Secretary