

NOBLE Executive Board Meeting February 14, 2018 @ NOBLE

Present: Ron Gagnon, Linda C. W. Gardener, Diane Wallace, Martha Driscoll, Myron Schirer-Suter, Brian Courtemanche, Patricia Rogers, Amy Lannon, Theresa Hurley, Kathryn Geoffrion-Scannell and Michael Hearn.

1. Call to Order/Welcome

The Meeting was called to order by President Linda C.W. Gardener at 2:04 pm.

2. Approval of Minutes Minutes for November 8, 2017 were presented. Motion to approve by Myron, second by Kathryn, all in favor.

3. Treasurer's Report

Distributed. No questions for the treasurer.

4. Executive Director's Report

NOBLE staff is working to improve the statistics Dashboard. They have a map of where it's going and what needs to be done. Focusing on items such as Novelist numbers, etc.

Ron sent out copies of the updated disaster plan for Noble offices. Increased some insurance as needed.

Received first half of MBLC funding. Governor's budget for FY19 does not offer much of an increase for libraries. MBLC is looking at infrastructure and telecomm funding and also Resource Sharing funding, which has been frozen for four years. Ron is on a small working group to look at these formulas. Ebook inflation is being looked at by a small working group. January Overdrive usage was second highest month ever.

Received a call from our attorneys. They are reorganizing, but the two attorneys that we deal with are not changing.

MassLNC is looking to incorporate as a non-profit 501(c)3. CWMARS has been serving as the non-profit for them, but it's becoming very complicated. This would eliminate some issues and make it quicker and easier to apply for grants, and to expand into other states.

Three employees didn't take any sick days in 2017 so they are entitled to a choice of rewards, and they chose extra pay.

Elizabeth attended ALA and she moderated an Evergreen session there. Met with vendors as well. Evergreen National Conference coming next, April 30- May 3. Ron and Elizabeth attending. Ron not going to ALA in June. Too busy with the move, etc. Ron attended an MLS On the Road meeting in Beverly. Spring schedule of Noble meetings and trainings is set up.

Amy requests and suggests that we begin another Roundtable concerning accessibility, ADA compliance, and patrons with special needs. Reading is working with various town departments to look at their issues and thought that other libraries might like to participate. The colleges have a department of disability services they can use for answers. Libraries need to look at access and changing needs. There are often new concerns with older patrons who have dementia as well. Older buildings have many issues as well.

5. Approval of Self-Registration and Provisional Service Policy

One of two issues coming from the Resources Sharing Group. The functionality is available. The group recommends that we make this available with a provision that the patron come to the library to activate the card within two weeks. This merely expedites registration. Can be implemented library by library, for your own residents. Library staff do not get involved in the online portion, but library will be notified when someone registers. Staff needs to verify patron information. Working with Overdrive to have access expire after two weeks if the card is not activated. Each library can determine how to handle registrations, but need a policy. Executive Board needs to approve, then it goes to the members for approval.

This is a step in the right direction for libraries and enables patrons to try some services, place holds, or use Overdrive.

Amy moves to approve, Kathryn seconds, all in favor.

Elizabeth talked about a new Overdrive offering that will allow patrons to get a “smartcard” using their smartphone. Overdrive will verify via the phone number and issue immediately. We could possibly use this to get these people to apply for library cards.

6. Approval of Revisions to Bylaws Section 2.5

There’s new language concerning withdrawing from Noble. The cost of data expunging, to be borne by the departing library, should not be a fixed cost, but rather a 20% of the final year’s assessment. This will be sent to members in March for a vote in May or June.

Kathryn moves to approve, Theresa seconded, all in favor.

7. Requiring Local Notice Printing.

Some libraries already print all of their notices from Noble. We would like to require all libraries do this, effective April 1, 2018. It will free up staff time at Noble, and libraries get their notices quickly. This is a board recommendation, not a bylaw change.

Amy moves to approve, Mike seconds, all in favor.

8. Beverly Bank “Your Community Awards” Program Approval

Beverly Bank has an annual program offering rewards to area non-profits selected by customers. If approved we could receive some funding, and it costs us nothing.

Brian moves to accept, Diane seconded, all approve.

9. Approval of Welcome Message for New Card Holders

Another recommendation from the Resource Sharing Group. The system has the ability to send an email message to new library card holders, but we haven’t utilized it. It would be nice to welcome new people and highlight some services, as well as verify their email address. A uniform message is being proposed, but it could be customized. Amy suggested that someone could edit the message to make it friendlier and warmer. This message would not go out to the academic freshmen if the school decides not to do so. The colleges would most likely want to include their branding in the message. Public libraries would want to direct patrons to their website. Amy volunteered one of her staff to edit the message and she’ll bring it to the next meeting.

Amy moved to table until the next meeting, Brian seconded, and all approved.

10. Lease and Move Update

Leases have been signed and the project is moving along. June 1 is still the target date because the current tenants are leaving by the end of February. Detailed architectural plans are being worked on, and building permits are being applied for. The staff is selecting carpets and colors, etc. Ron will be making some capital requests for new furniture and updated technical equipment. We might be able to tour the space at a later meeting.

There may not be a Tech Expo this year due to the move.

11. Evergreen Update

Web 3.0 is delayed due to bugs that were found. Some have been resolved, some are being monitored. No new date yet. Release 3.1 is also close to coming out. We will see how it all plays out. The Listmaker Tool allows staff to make numerous lists, and people are using it because they are making more suggestions. There were comments that this is a great product, developed completely by Noble staff. Next week Noble will be turning on group formats and editions.

12. Other Business

None.

13. Adjournment

Respectfully submitted,

Diane Wallace
Clerk