

NOBLE Executive Board Meeting hybrid September 11, 2024

Present: Kathy Lussier, Brian Courtemanche, Catherine McDonald, Allison Babin, Jonathan Nichols, Rachel Overbeck, Myron Schirer-Suter, Abby Porter, Anna Sarneso, Theresa Hurley

1. Call to Order/Welcome

Brian called the Meeting to order at 2:09pm.

2. Approval of Minutes

Catherine made the motion to approve the minutes from August 14, 2024, seconded by Theresa. All in favor.

3. Treasurer's Report

There is no official report until the Budget has been approved. Paula is working to streamline the payment process.

4. Executive Director's Report

Kathy's report included the following:

- Gabriel Jayroe has been hired as the Member Services Specialist.
- The Ergonomic Consultant visited the office and gave Kathy a report, which will be discussed at the next meeting.
- Kathy reported that finding a cost-effective alternative to EZProxy has been challenging. OCLC may want to renegotiate the current license. OpenAthens is an option that is well-liked, but is even more expensive.
- Mobius is suggesting blocking IP addresses from foreign countries. A discussion about this concluded that NOBLE will not agree to that.
- The Commonwealth Catalog had a slowness issue that seems to have resolved itself.
- NOBLE and CWMARS met to discuss Evergreen issues and projects and are working to restore network meetings. The next meeting will be in March.
- The Advocacy Committee met and will be holding the next Legislative Breakfast at the Abbot Public Library some time in February.
- 5 members of the NOBLE staff participated in the Evergreen Bug Squashing Week. This was the 10th anniversary of the first Bug Squashing Day.
- Planning is going well for the Evergreen Hack-a-way in November at the Misselwood Center at Endicott. The event is co-hosted by NOBLE and CW MARS and will be well-attended by NOBLE staff.
- Kathy reported that she attended the MBLC meeting discussing their FY26 budget priorities. They hope to increase State Aid by 10% and increase the budget for Mass Center for the Book, as well as restore staffing.

5. FY25 Board Orientation

Kathy led the Board through the Board Orientation presentation.

6. Vote to Recommend Patron Alert Messages and Message Policy Proposed Revision

This was tabled until the next meeting.

7. Vote to Approve Revised Digital and Catalog Librarian Job Description

Theresa made the motion to revise the Digital and Catalog Librarian job description to Bibliographic Services Supervisor position, seconded by Myron. All in favor.

8. Approval of Proposed Revisions to FY25 Budget with Revised Salary Schedule

Rachel made the motion to approve FY25 Option B, barring the review of another option to provide a bigger step increase for the Bibliographic Services Supervisor position. This was seconded by Jonathan. All in favor.

9. Vote to Recommend FY26 NOBLE Budget to Members Meeting

Rachel made the motion to recommend FY26 Budget Option B, barring further upgrades, seconded by Theresa. All in favor.

Items 7-9 were discussed simultaneously, but voted on separately. Kathy reviewed the different budget options, which included an increased budget to change the Digital and Catalog Librarian to the Bibliographic Services Supervisor position. A discussion was undertaken on whether or not the Bibliographic Services Supervisor would be able to start at Step 1 or whether to consider increasing the budget to allow the new position to be offered at a higher step. Kathy highlighted that EZProxy is likely to increase in cost, but that number is unknown currently. Overall, the FY25 budget looks good due to grants received. Some money was included in the budget to cover the costs of the final strategic planning payment and ergonomics consultants and to consider a consultant to configure a ticketing system and a Customer Relationship Management system (CRM). Salesforce is being considered and offered at no cost to non-profit organizations. One stressor in the budget is the continued transition to funding the move to MOBIUS cloud hosting. Helping to pay for the cloud hosting was the lower rent from a smaller office and the decreased payscale for the Member Services Support Associate position, which had previously been a higher-paying position in the Systems department. The Payroll Protection Act funds were used to transition to cloud hosting, but Kathy recommends extending the use of those funds for another year to further ease that transition. Kathy also discussed not filling the second PC Support position, as one seems to be sufficient. NOBLE has contributed to the PC Support Salary, but will be contributing less to it next fiscal year, as we do not need the second position.

10. Vote to Recommend Proposed FY26 OverDrive Budget and Assessment

Kathy went over the proposed plan to build an increase into the OverDrive Budget each year. The Board considered two options, staying with the \$275,000 budget or a 5% increase to 288,750. Discussion ensued.

Allison made the motion to recommend the proposed FY26 Overdrive Budget and Assessment for 288,750, seconded by Catherine. All in favor.

11. Vote to Recommend Proposed FY26 PC Support Assessment Rate

Kathy went over the Assessment. Last year, there was no increase, so she is recommending a small increase from \$127 to \$131 per PC. A brief discussion followed.

Theresa made the motion to, seconded by Rachel. All in favor.

12. Vote to Recommend Draft NOBLE Strategic Plan FY26-30

Kathy provided a brief overview of the draft Strategic Plan. Discussion followed on clarification for some of the priorities. Good feedback was given on the mission statement, in particular.

Rachel made the motion to, seconded by Abby. All in favor.

13. New Business

There was no new business to discuss.

14. Adjournment

Myron made a motion to adjourn, seconded by Rachel. The motion passed unanimously and the meeting adjourned at 4:11 pm.

Respectfully submitted,

Abby Porter
Clerk