

**NOBLE Executive Board Meeting Hybrid
December 11, 2024**

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

1. Call to Order

Brian called the meeting to order at 2:04.

2. Approval of Minutes

Catherine made the motion to approve the minutes from November 12, 2024, seconded by Anna. All in favor.

3. Treasurer's Report

Myron reviewed the treasurer's report and noted that there was nothing out of the ordinary.

4. ERDWG Report & Recommendation to Revise Catalog Web Site Policy Revision

Kathy reported on the most recent ERDWG meeting. Aspen was discussed. Aspen's use of API was highlighted as an asset, but it was noted that electronic records will no longer load in the staff catalog.

ERDWG recommended a policy revision to the Catalog Web Site Policy. Kathy reviewed the recommended changes. Discussion ensued.

Catherine made the motion to recommend the revision of the cataloging digital resources web site policy to the full Members' Meeting, seconded by Jonathan. All in favor.

5. Collection Management Working Group Report

Catherine reviewed the last Collection Management Working Group meeting, including developing assessment reports and scheduling sessions on weeding practices.

6. Advocacy Committee Report

Abby reviewed the last Advocacy Committee meeting, including a reminder about making videos for the Legislative Breakfasts.

7. Executive Director's Report

Kathy reviewed her report. Highlights included preparation for the upcoming update, Chris Amorosi started on Dec. 2, Beverly will be the pilot library for the Envisionware Cloud Nine software, ergonomic furniture updates, Evergreen development projects to

improve the staff catalog, and the Evergreen Community Development Initiative Strategic Planning process.

8. Vote to Accept FY24 IRS Form 990 and State Form PC

Theresa made the motion to accept the FY24 IRS Form 990 and State Form PC, Catherine seconded. All in favor.

9. Envisionware CloudNine Service Amended Capital Request

Kathy reviewed the amended capital request, which is now for the full amount. Libraries will be billed for the costs in August, but the bill will be due before that. An additional \$3648 in capital funds will be needed to fund the full project.

Allison made the motion to transfer an additional \$3,648 from capital to support the migration and year one costs to move from PC Reservation to the CloudNine Reservation service and Myron seconded. All in favor.

10. Quote for Gordon Conwell Theological Seminary

Kathy reviewed the process to decide what to charge Gordon Conwell Theological Seminary. Discussion ensued. Various members suggested looking at the assessment formula in the near future. A committee will be formed in the new year.

Jonathan made the motion to accept the recommendation to quote an FY26 assessment of \$45,185, to charge a joiner's fee that equals the MOBIUS costs to migrate data, not to exceed \$5,000, and to set an OverDrive assessment of \$460, seconded by Myron. All in favor.

11. Telecommunications Policy Discussion and Potential Revision

Kathy reviewed the current telecommunications policy, concerning libraries attaching any outside devices, such as phone systems, HVAC, and security cameras, to the NOBLE-provided Comcast lines. Martha reviewed the concerns and felt that it would not affect data or security. Kathy noted that other consortia allow this and that NOBLE feels comfortable with the change.

Catherine made the motion to recommend this policy revision to the Members' meeting, seconded by Theresa. All in favor.

12. Schedule for Regular Policy Review

Kathy proposed a two year schedule for regular policy review. The Board felt this was a good plan.

13. New Business

There was no new business.

14. Adjournment

Myron made the motion to adjourn. The meeting adjourned at 3:38 pm.

Respectfully submitted,

Abigail Porter

Clerk