

NOBLE Executive Board Meeting in Person

September 13, 2023

Present: Kathy Lussier, Brian Courtemanche, Allison Babin, Linda Gardener, Tara Mansfield, Catherine McDonald and Cate Merlin.

1. Call to Order/Welcome

Brian called the Meeting to order at 2:14 pm.

2. Approval of Minutes

Catherine made the motion to approve the minutes from 8/9/2023, seconded by Cate. All in favor.

3. Treasurer's Report

No report was given due to the pending changes in the FY24 budget.

4. Executive Director's Report

Audit

Kathy reported that Paula has scheduled an appointment with NOBLE's auditor next Wednesday and noted that she was looking forward to engaging in the process.

Bug Squashing Week

Kathy reported that the Evergreen community held its semi-annual Bug Squashing Week in late August. Evergreen contributors focused on fixing bugs, reviewing fixes, and merging new code into the software. Kathy noted that six NOBLE staff members participated and provided feedback, testing, and/or assisted with merging 93 bugs. Overall, the community added 21 new bug fixes/new features to the software during the week.

MLA Legislative Committee

Kathy reported that she participated in a couple of Zoom calls with John Chrastka of EveryLibrary about future directions for MLA legislative activity as part of her work on the MLA Legislative Committee. A meeting was held on Tuesday to discuss forming closer connections with the library legislative caucus, approaches for legislation related to book challenges, and outreach around the eBook pricing legislation that is now in the hands of the Joint Committee on Tourism, Arts and Cultural Development. The MLA Legislative Committee will have three co-chairs: Will Adamczyk, Nora Blake, and Kathy.

MBLC

Kathy reported that the MBLC voted on its Legislative Agenda during its September meeting, and noted that she spoke on behalf of the networks to support the agenda. The focus of this year's Legislative Agenda will be large increases to the state aid for public libraries program (13.6%), the Center for the Book (19%) and the MBLC line (10%). The Board is recommending 5% increases for all other lines in the budget, including line 9506, which funds grants for the automated networks.

Linda said that she was excited to see that State Aid was a priority for the MBLC agenda, and noted that it can be used for construction. Kathy noted that she also spoke in support of State Aid to Public Libraries.

ECDI

Kathy reported that the Evergreen Community Development Initiative (ECDI) held a meeting yesterday among the leadership of the participating organizations. ECDI is the initiative that was an offshoot of the MassLNC Development Initiative that was formed in Massachusetts by CW MARS and NOBLE. Participating organizations pool their funds to support development in the Evergreen software. Kathy noted that when MassLNC shut down, Evergreen Indiana took over the development cooperative with a coordinator spending half of her time on ECDI and the other half of her time on Evergreen Indiana. This coordinator is now planning to leave ECDI in the spring, and the Indiana State Library no longer thinks the collaborative is a good fit for their organization. It was recommended that another ECDI participant, preferably a 501(c)(3), take over the

organization. There was consensus that the coordinator role should be expanded to full time, if there is adequate funding.

Kathy noted that NOBLE staff had expressed interest in being the host, and that there would be long-term benefits to the arrangement.

Committee Updates

Kathy reported that Brian, Amy, and Linda volunteered for the Evaluations Committee and that there were three volunteers for the Advocacy Committee. She noted that there were many questions from other potential volunteers around the time requirements and meeting schedule, and recommended scheduling the first meeting to make some of these decisions. Then the committee can reach out to the potential volunteers with more details about the commitment.

5. Approval of Proposed Revisions to FY24 Budget with Revised Salary Schedule

Motion: Move to approve the FY24 Budget with revised salary schedule applying the 5% cost of living reserve.

Discussion:

Two draft revised FY24 budgets were distributed for consideration. Budget A included a 5% salary increase and Budget B included a 2.8% salary increase.

Catherine noted that Wakefield had recently looked at salaries, and said that sustainability is important for getting good people.

Action: Catherine made the motion, seconded by Linda. All in favor.

6. Vote to Recommend FY25 NOBLE Budget to Members Meeting

Motion: Move to recommend the FY25 NOBLE Budget and assessments, identified as Budget A, to Members Meeting as presented.

Discussion:

Background information was distributed, along with two versions of the proposed budget. Budget A includes a 5% salary increase and Budget B includes a 2.8% salary increase.

Kathy noted that the budgets include savings from the relocation and increased funds to improve NOBLE Support for Evergreen by increasing the training line from \$1,000 to \$5,000. She noted that NOBLE had received a quote from a core Evergreen Committer, Jane Sandberg, for angular training in the amount of \$2,500. This would allow NOBLE staff to squash bugs in house. She also noted that adding another Evergreen server with the latest release will allow comprehensive testing before implementation, and noted the cost would be \$1,603.

Kathy noted that she wanted to recognize the funding increase from MBLC, but that was difficult without knowing the exact number.

Linda noted that competitive salaries help create a place where people want to work. She noted that municipalities do not often see 5% increases, so that may be surprising to some libraries.

Brian noted that 5% would keep NOBLE in the pack with the other consortium salaries. Catherine noted that the assessments for libraries were reasonable.

Action: Catherine made the motion, seconded by Linda. All in favor.

7. Vote to Recommend Proposed FY25 Overdrive NOBLE Budget and Assessment.

Motion: Move to forward FY25 Overdrive budget decision to Membership without recommendation.

Discussion:

Two versions of the proposed FY25 Overdrive Budget were distributed, one with a \$250,000 assessment and one with a \$275,000 assessment.

Catherine noted that some libraries would prefer the \$250,000 budget, so it was difficult to make a recommendation. Kathy noted that SAILS libraries had similar assessment numbers.

Allison noted that she was in favor of the \$275,000 budget due to the usage. Kathy noted that the LEA grant had doubled, which meant that more money was available for the shared budget.

Cate asked what the extra \$25,000 would be spent on in the \$275,000 budget. Kathy noted that how the money would be used had not yet been decided. Kathy noted that holds and expiring copies were an ongoing priority.

Allison recommended bringing both budgets to the Members Meetings for the members to decide. Linda agreed. Linda noted that Melrose would have the largest increase, but noted that she felt like they could absorb the costs, but was not sure if that was the case for other libraries.

Kathy will send both budgets out to the Members Meeting.

Action: Linda made the motion, seconded by Allison. All in favor.

8. Vote to Recommend FY25 PC Support Assessment Rate

Motion: Move to recommend the proposed FY25 level-funded PC Support rates to Members Meeting.

Discussion:

Kathy reported that she had proposed level funding the PC Support Assessment Rate to make sure that Mike can do the same amount of work as 1.5 employees were doing by implementing remote options. They will reevaluate next year. Kathy noted that NOBLE also provides support for the position because the responsibilities include managing the central site's PCs. She noted that Mike also answers questions from libraries who are not part of the program, like Salem, when they were having issues with MobilePrint.

Allison noted that Beverly relies on the PC Support position, and appreciates the new remote options.

Action: Linda made the motion, seconded by Allison. All in favor.

9. Vote to Recommend Borrower's Card Policy Change to Membership to provide exception to date-of-birth requirements

Motion: Move to recommend to Members Meeting to approve the Borrower's Card Policy change as presented.

Discussion:

Kathy reported that she had contacted the academic libraries about removing the birth date fields and did not hear back from Bunker Hill and Merrimack. She noted that Phillips and Montserrat do not have birth dates in the patron records. Kathy recommended removing the birth date fields and removing "with release 3.2" from the section about searching all name fields.

Kathy reported that NOBLE had the option of offering 14 day provisional cards when a name does not match a verified address. She noted that NOBLE had originally not planned to offer provisional e-Cards, but had found

some unexpected verification failures with unknown causes. She noted that Elizabeth was unable to be verified, despite owning her home and having lived there for decades.

Discussion about how Quipu was verifying addresses followed. Allison noted she was in favor of the provisional card for granting access, and asked if patrons could register again after the expiration date. Kathy said she believed that patrons would be able to apply again after the card expired. She noted that local collections, such as Hoopla, could be excluded from the provisional category.

The proposed language:

Borrowers whose name could not be verified with the entered address will receive a provisional card allowing them access to statewide and NOBLE electronic resources for 14 days, by which time they will need to visit a library to verify their address to continue access. Borrowers whose data could not be verified in other ways, will not receive a barcode but will be directed to visit a NOBLE library.

Action: Linda made the motion, seconded by Catherine. All in favor.

10. Discussion related to minimum age for eCard registration

Kathy reported that during testing they noticed that the minimum age for the eCard was 13 years old due to COPPA regulations. She noted there was confusion whether COPPA applies to eCard registration, but that Boston Public Library will make eCards available to all ages when they transition to the new system. She noted that libraries have different policies and that there are concerns about parental consent and privacy.

Linda noted that Melrose allows ages 11 and up to register for library cards on their own. She noted that they make it the parents' responsibility to monitor what the children are accessing, and that hiding borrowed physical items has a possibility of discovery, whereas hiding electronic access is much simpler. Kathy noted that a field could be added to the registration form for parent email, and then the system could send a welcome email.

Cate asked about children with different last names than their parents. Kathy noted that the eCard verification would not work for them.

Brian questioned if there was a privacy issue notifying parents about the registration when parents are not allowed to access their children's records. Further discussion followed, and Kathy noted that a vote was not required at this time, but the decision is important so NOBLE can move forward with the eCard registration service. Kathy will bring the discussion to Members meeting and most likely issue a survey to find out what the age policies are for physical cards and to get feedback on this question.

11. New Business

Kathy reported that she adjusted her schedule while she is commuting from far away and will be starting later and leaving later to avoid rush hour traffic.

12. Adjournment

The meeting adjourned at 4:01pm.

Respectfully submitted,

Tara Mansfield
Secretary