

NOBLE Executive Board Meeting hybrid June 12, 2024

Present: Kathy Lussier, Brian Courtemanche, Catherine McDonald, Allison Babin, Linda Gardener, Theresa Hurley, Amy Lannon, Jonathan Nichols, Abby Porter, Anna Sarneso (guest)

1. Call to Order/Welcome

Brian called the Meeting to order at 2:04pm.

2. Approval of Minutes

Jonathan made the motion to approve the minutes from 5/8/2024, seconded by Linda. All in favor.

Catherine made the motion to approve the minutes from 5/16/2024, seconded by Allison. All in favor, except for Linda, who abstained.

3. Treasurer's Report

Kathy provided the Treasurer's Report, as Myron is unable to attend. A budget report was distributed. The budget currently stands at 86% expended. More expenditures are coming up before the end of the fiscal year. Changes in the Treasurer's Reports will be coming soon.

4. ERDWG Report

Kathy reported on the last ERDWG meeting, which contained demos for new discovery layers Aspen and VuFind. Aspen was the preferred discovery layer.

5. Resource Sharing Working Group

Theresa reported on the last Resource Sharing Working Group. The Group discussed Patron Alert messages and what they should contain. Blocked patron best practices were also discussed and no changes were suggested. The Group also voted to start Hold Cancel Alerts to staff. Catherine suggested adding clarifying language on the differences between notes, alerts, and messages. Some further grammatical changes were suggested. Kathy will work on modifications to the policy based on discussion.

6. Executive Director's Report

Kathy's report included the following:

- The upgrade to Evergreen 3.12 occurred as of June 12, 2024 and everything went smoothly. We are now one release behind the most current Evergreen update. The next release in January will most likely be longer to allow for upgrades to database software.
- The strategic plan is proceeding. Stakeholders met with the consultant to go over the results of the survey and focus groups. The consultant is starting to map out the priorities.
- The library selector project is moving forward. It should be completed by the next update.
- The new text messaging service should be completed by July 1.
- Work is ongoing to troubleshoot the e-Renew Evergreen code.
- NOBLE Day at EBSCO and the NOBLE Library Expo went well.
- The signed contract from the Salem bid was received this morning. Discussion followed about getting on the State Bid list or MHEC for the future. Kathy will look into it.

- Kathy attended the Network Administrator's meeting on May 17. Topics of discussion included MBLC grants, E-rate requests, the BEAD challenge, website compliance with WCAG 2.2 for government agencies by April 2026, and the potential creation of a website to showcase multilingual collections.

7. NOBLE Executive Director Semi-Annual Goal Review

Brian reported on the subcommittee that meets semi-annually with Kathy to review her goals for the past year and to discuss goals for the next year. Catherine, Myron, and Tara are also on the subcommittee. Brian reported that conversations proceeded very well and that he felt we are lucky to have Kathy at the helm. An executive summary of the meetings and goals is included in the meeting packet. Catherine agreed that Kathy has been able to hit the ground running and move forward with new initiatives. Brian extended his thanks to Kathy for a wonderful year one.

8. ECDI Update and Vote to Authorize Signers for ECDI Contracts

Kathy reported that agreements have been sent to all of the partners and almost all have been signed. Invoices are ready to be sent out. The official Interim Governance Committee met to discuss approval processes. To align with NOBLE authorization procedures, two signers will be designated to sign checks over \$10,000. Kathy started discussion on whether a consultant could be the second signer, with Kathy as the first. Anna suggested checking with the auditor. Kathy agreed. Catherine made a motion to authorize the NOBLE Executive Director to sign contracts for services procured, upon a vote, on behalf of the Evergreen Community Development Initiative, seconded by Amy. It passed unanimously.

9. eCard fake registrations

Kathy reported that Quipu reports that stolen data is being used to create fake Quipu e-cards. Email verification has been implemented to curtail this. Quipu recommends an advanced identification verification system be implemented. It would cost between \$5,000-7,000 and MBLC would not be able to help off-set the cost. It would also involve questions retrieved from credit organizations. Discussion ensued and most were uncomfortable with this option. A temporary shutdown between 12:00 am and 6:00 am was also discussed as a possible solution.

10. Vote to Designate Restricted Funds for Workstation Ergonomic Assessments

Kathy reported that she has a quote from a company for a Workstation Ergonomic Assessment. She would like to use this fiscal year's funds to pay for this assessment. Allison made a motion to designate \$3690 in funds to pay for workstation ergonomic assessments in FY25, seconded by Amy. The motion passed unanimously.

11. Vote to Approve Job Description

Kathy discussed the proposed job description for a Member Services Support Associate position. Amy made a motion to approve the Member Services Support Associate job description, Linda seconded. The motion passed unanimously.

12. Vote to Authorize FY25 NOBLE Working Groups

Kathy recommends reauthorizing ERDWG, Resource Sharing, Collection Management, and Advocacy working groups, as well as a new adhoc group to work on a privacy audit. Amy made a motion to authorize 5 adhoc in FY25. Allison seconded. Motion passed unanimously.

13. New Business

The National Center for Education Statistics is considering removing the academic library component of IPEDS. NOBLE formed an adhoc committee, which sent in a statement supporting the retention of the academic libraries component. Another round of statements are being requested. Discussion ensued on if the adhoc committee needs to be reformed to comment further. It was agreed that each member should submit individually, if they felt they wanted to, and Kathy would check in with Ron on how NOBLE has used the data in the past to see if there was a compelling reason to reform the adhoc committee.

Kathy also shared that she has decided to not buy a house near the NOBLE offices for another two years, so she will likely be working from home two days a week.

Linda and Amy are stepping down from the Executive Board. Brian thanked them for their time and service on the board.

14. Adjournment

Linda made a motion to adjourn. The motion passed unanimously and the meeting adjourned at 3:54 pm.

Respectfully submitted,
Abigail Porter