PRESENT - Fourteen Members attended by authorized voting representatives (attendance attached).

1. CALL TO ORDER: President Brian Courtemanche at 10:05.

2. APPROVAL OF MINUTES:
Motion: Catherine McDonald moved to approve the May 16 2024 Minutes, Linda CW Gardener second. Motion carried unanimously.

3. TREASURER'S REPORT: Myron Schirer-Suter reported budget on target. Auditor has begun reviewing the accounting reports, and is scheduled to begin field visits next week.

4. MANAGER'S REPORT:
<u>Kathy Lussier -</u>
NOBLE Staffing News
- Gabriel Jayroe, who works as an assistant librarian at the Peabody Institute Library, Peabody, was hired as the new Member Services Support Associate position. He started September 18th.
- Digital and Catalog Librarian Beth Willis' last day was last September 10th. She accepted the technical services librarian position in Gloucester. A new position for NOBLE was posted, Bibliographic Services Supervisor, which will have primary responsibility for the database.

Aspen Discovery Layer
- NOBLE members were invited to watch demos for Aspen and VuFind Discovery layers at the May 2024 ERDWG. Survey results after the demo indicated a majority of respondents would like to move to a new discovery service, with 80% preferring Aspen.
- Quotes will be requested from Equinox and ByWater Solutions, the two hosting providers for the open-source discovery layer. NOBLE staff also plan to schedule a meeting with academic libraries to discuss how it integrates with EDS, a discovery service that most of the academics are using.

Next Evergreen Upgrade
Evergreen upgrade 3.13 is scheduled for the night of Monday, January 6, 2025. More details will be shared on the noble-info list.

NOBLE Directors Meeting
An in-person Directors Meeting is scheduled for Wednesday, November 6th, at NOBLE. This meeting will take the place of the October director roundtable and will allow time for informal discussion among directors. Lunch will be provided.

Ergonomics Consulting
Ergonomic consultant, Denise Pontbriand, visited the NOBLE office last month to perform an evaluation of workstations for all NOBLE staff. She will also evaluate the remote workspace setup for one employee. I will share the results from this session at the October Board meeting. There were several recommendations for furniture and equipment purchases, and we will consider using capital to improve employee workstations.

Evergreen Community Development Initiative (ECDI)
ECDI began a strategic planning process to set a direction for the cooperative over the next few years. The process will be instrumental in determining the skills and duties of its next coordinator. Kathy is serving on the planning committee, along with representatives from Bibliomation, CWMARS, and Georgia PINES. Linda Braun and Michelle Frisque are the consultants working on this plan.

Meeting with CWMARS
Elizabeth, Martha, and Kathy visited CWMARS last week to discuss Evergreen issues. Topics included:
- Where we are with Evergreen releases

- Evergreen development
- Aspen discovery service implementation
- Compliance with upcoming federal accessibility mandates
- e-Renew
- Upcoming Evergreen hack-a-way being co-hosted by CW MARS and NOBLE, and the possibility of hosting a regional Evergreen event, decided to postpone until we are on similar releases.

Plan to meet semiannually to continue Evergreen collaboration. They will visit NOBLE in March.

Advocacy Committee
This year's legislative breakfast will be held February 7th at the Abbot Public Library Marblehead. Kim Grad has contacted Senator Crichton and Representative Armenia and both will be attending. Shilpa Jacobie (Danvers) and Rhea Heaven (Revere) are co-chairing the committee.

Evergreen Presentation at ALA
Elizabeth and Kathy participated in a panel presentation at ALA on the benefits of the open-source development process over a proprietary system's user group process. Had a small turnout, but the people who attended seemed highly engaged in the discussion.

Bug Squashing Week
The Evergreen community celebrated the 10th anniversary of its first Bug Squashing event last August by holding a Bug Squashing Week. Five NOBLE staff members participated in the event, which resulted in 28 fixes being committed to the software.

Elizabeth Thomsen -
Library Expo - Held June 6, 2024. Library staff did presentations. SOme highlights:
- Library Building Projects: Kim Grad, Linda Gardener, and Jenny Benedict
- NOBLE Update (new release, SMS, ecard)
- Local History Projects: Julie Travers, Jackie Powers (Memory-Keeping: Preserving and Sharing Wakefield's History)
- Zines: Adding Community Voices to Our Library Collections
    Dawn Stahura, Emily Goss, Julie Travers and Lisa Ryan

ALA
Attended the June conference. Participated in several programs - Zine Pavilion, vendor meetings with EBSCO, Backstage Library Works, and OverDrive.

Training
Reviewed the summer meeting sessions that were held, and the upcoming fall scheduled sessions.

EBSCO
Working on resolving some issues, especially with set-up for the public library opt-in services. Working with public libraries to update all links, will schedule individual Zoom sessions.

ECDI
Working on Multi-factor Authentication and Restful APIs. Also Phase 1 of a rewrite of the bucket interface to work like Google Workspace and other sharing services.

ERDWG
- First meeting of the year was held. Kathryn Geoffrion-Scannell, Reading Library, is the new chair.
- Reviewed results from the Discovery Service Survey, discussed how Aspen would work for academic libraries using EDS.
- Discussion on how to treat free open access ebooks. Reviewing policy issues to make this work.
- Discussion on OverDrive's new simultaneous access collection of free academic ebooks from UMichigan, Duke University, Taylor & Francis; NOBLE has already added several.

Martha Driscoll -
SMS Update - True SMS messaging for hold availability notifications has been live since early July.

Ezproxy update - Investigated hosting Ezproxy with OCLC (who owns the software) and using an alternate product, OpenAthens. Both were expensive to implement on a consortium-wide basis. Academics are happy with our self-hosted Ezproxy implementation so we plan to move that to virtual instances on a cloud server. Will be in touch with libraries on timeline since IP addresses will change.

Ecard Update - NOBLE and other Mass. networks had a number of fraudulent ecard signups. These are registrations that come in during the early morning hours from legitimate names and addresses, but all from the same IP address. Quipu put some measures in place to restrict how many ecards can be registered from one IP address in a certain amount of time. The fraudulent sign ups have largely stopped, but occasionally some go through. We expire the cards that look suspicious.

Student Loads - Loaded many student and faculty records into Evergreen for the fall semester. Merrimack began running automated daily loads and implemented mobile IDs which are stored in students' phones, access cards, or watches. These are being loaded as barcodes into Evergreen.

5. PRESENTATION FY2026 NOBLE BUDGET, OVERDRIVE AND PC SUPPORT ASSESSMENTS
Kathy Lussier presentation of the FY2026 NOBLE Budget, OverDrive and PC Support Assessments. The budget is presented at this meeting, with Members' vote held at the October meeting. Key highlights:

Basic Budget and Assessment
● Personnel and administrative costs
● Site costs and insurance
● Evergreen system, networking and telecom
● Central cataloging/database maintenance
● Digital Heritage, Staff Info System, Statistics Dashboard

Highlights of FY26 Budget
● Remote hosting transition.
● Contract renewals, including Comcast, EBSCO databases, and NOBLE office lease.
● New staff to respond to first tier support requests and to manage needs in the bibliographic services department.
● Maintaining salaries that are fair and competitive.
● Reducing NOBLE contribution to PC Support Program.
● Proposed 3.02% assessment increase still far below CPI rate increases.

Projecting Increases for Upcoming Contract Renewals
● MOBIUS Cloud Hosting in March FY25
● EBSCO databases, including NoveList and LibraryAware, July 2025
● Comcast in November 2025
● Office Lease in November 2025

The full presentation can be found here:
https://docs.google.com/presentation/d/1hqrdu_6woyLL1301VohU62aYb37f4W5i/edit?usp=sharing&ouid=105499444193744328656&rtpof=true&sd=true

Jenny Benedict inquired about the proposed increase in line item 6-5550 Telecom Equipment Maintenance, from $30,000 in FY25 to $35,000 in FY26. Kathy explained we are out of contract with our current vendor, Magna5. We have been having administrative and support response issues and will be looking into new vendors. An increase was built in to cover any proposed increase. Jenny expressed concern about proposing an increase without knowing the cost and suggested any increase above the $30,000 can come out of contingency. Kathy stated that could be an option, or if there is a surplus at the end of this FY, it would be applied to next FY.

6. VOTE TO APPROVE THIRD PARTY INTEGRATIONS POLICY
Kathy Lussier explained NOBLE has not had a formal policy in place. Other Evergreen consortia do have this policy, therefore that language was used and tailored to NOBLE. The policy will read:

Libraries purchasing third party hardware and software that requires interaction with Evergreen should discuss the new service with the Executive Director in advance of purchase.

NOBLE will confirm if the service works with Evergreen or if it requires additional development. If needed, the Executive Director will work with the Executive Board to define a new optional service and determine any fees or charges for implementation.

These same guidelines apply to any product or service that would require data export, either one-time or ongoing, from NOBLE staff.

Some examples of third-party software and/or services that require access to Evergreen:
● Self-checkout stations
● Automated materials handlers
● PC Time Management Systems
● Self-service hold pickup lockers
● RFID systems
● Collection Management software that requires data extracted from Evergreen
● Discovery services
● User apps

Software that implements the standard SIP2 protocol or uses Ezproxy for authentication should not require further scrutiny; however, setup is still required and NOBLE staff should be contacted.

Approved at the Meeting of the Members, xxxxxxx

Motion: To adopt Third Party Integrations Policy as presented.
Greg McClay moved, Theresa Hurley second. Motion carried unanimously.

7. VOTE TO APPROVE NOBLE STRATEGIC PLAN FY26-30
Kathy Lusssier reported a consultant was hired to do focus groups, compile surveys from library staff on various topics, as well as get input from NOBLE staff. A new Mission Statement was derived. Kathy reviewed the highlights of the Strategic Plan, which identified 4 Priority Statements with Goals to support each statement.

Motion: To approve the NOBLE Strategic Plan FY26-30.
Linda Gardener moved, Myron Schier-Suter second. Motion carried unanimously.

12. NEW BUSINESS: Kathy Lussier the MLA Legislative Committee is sponsoring an advocacy program at the Worcester Public Library October 10th.

13. ADJOURNMENT:
Motion: Greg McClay moved to adjourn. Meeting adjourned at 11:45am

Respectfully Submitted,

Theresa Hurley
Secretary
Pro Temp

MEMBERS OF THE CORPORATION MEETING 9/19/2024

	Name	**Library**
1	Al Hayden	Board of Library Commissioners
2	Anna Sarneso	Bunker Hill Community College Library and Learning Commons
3	Brian Courtemanche	Endicott College - Diane M. Halle Library
4	Jenny Benedict	Gloucester - Sawyer Free Library
5	Myron Schirer-Suter	Gordon College - Jenks Library
6	Theresa Hurley	Lynn Public Library
7	Kimberly Grad	Marblehead - Abbot Public Library
8	Linda Gardener	Melrose Public Library
9	Sara Heng	Merrimack College - McQuade Library
10	Kathy Lussier	NOBLE Staff
11	Elizabeth Thomsen	NOBLE Staff
12	Martha Driscoll	NOBLE Staff
13	Paula Cartolaro	NOBLE Staff
14	Amy Lannon	Reading Public Library
15	Tara Mansfield	Salem Public Library
16	Alan Thibeault	Saugus Public Library
17	Jonathan Nichols	Swampscott Public Library
18	Catherine McDonald	Wakefield - Beebe Memorial Library
19	Greg McClay	Winthrop Public Library and Museum