

NorLN Executive Board Meeting
Meeting Minutes
March 9, 2018

The NorLN Executive Board held its meeting on March 9, 2018, in a meeting room of the Clarksburg-Harrison Public Library. Chair Alexandra Eberle called the meeting to order at 10:59am. Those in attendance were Alexandra Eberle, Judy Larry, Paul Norko, Jill Rafter, Susan Reilly, and Sarah Palfrey.

Alexandra Eberle agreed to draft the minutes of this meeting for Ivonne Martinez, the Secretary of the NorLN Board who was not in attendance.

Minutes for the August 2017 are tabled until next full executive board meeting.

Judy Larry moved to approve the November 2017 minutes as previously presented. Motion passed.

Old Business:

- Innovative Interfaces has still not sent the materials we requested. There is a new contact as Travis Kelly is no longer with them. Bill Easton (Travis' boss) will attempt to come to the May meeting to meet and greet as well as go over their products and what each module in the bundle is. Jill reported for Tammy that the upgrade was not successful for MLN and that she is putting NLNs on hold as a result.
- Syndetics stats show promising usage. Board will look into if Glenville needs to help pay for subscription or not. Fees for the next FY have not been disclosed yet.
- The 2017 Annual NLN Meeting was overall well attended. The board will take the feedback from the surveys and use it to form the next meeting. The board is going to revamp the meetings with them being held at an earlier time (starting May 2019), and restructure what is offered and make it more NLN business with a mandatory attendance regardless of CE for NLN members. For 2018s meeting, we will meet in September/October. Discussion has been started about time frame, location, and content.

New Business:

- Rik brought up a great idea during the meeting at the WVLA conference to revitalize NorLN's handouts and how we talk about it. Paul has a Graphic Design Intern who will hopefully help us in revamping the current brochure
- Discussion was held regarding Movie Licensing USA and earlier subscription notice being needed in order to successfully get everyone on board and billed. Notification about the new FY will be sent out giving NorLN members until the next board meeting in May to sign up. Anyone after that who has not responded in the negative/affirmative will be pulled off as Clarksburg will no longer pay (and should no longer have to pay) for other libraries licenses.
- A fee might be incurred as well for overdue bills for both Syndetics and Movie Licensing. More discussion at a later time will happen.
- Discussion about the need for two new rotating board members starting in July was held. Contact will be made with the libraries next in line.
- An opportunity to the board was presented regarding NYTimes.com. This would be a consortium wide thing; however, most will probably not be able to afford it. Contact information is present if libraries would like to do it individually.

Committee Reports:

- No update from the Circulation Committee is needed. A matter was discussed about who defines what a Problem Patron as a Patron Type Means. It was unanimously noted that each individual library does.
- The Circulation Committee noted that they are working with Tammy Richard and Michelle Kubiak in providing a list of who has been trained in cataloging, which level each is, and when they last had training in order to successfully make sure that level 2 and 3 catalogers are taking the required refresher course every 3 years. This will allow them to monitor when classes need to be offered more etc. Contact

will then be made to those who need to take refresher courses. They will be given a due date and if they do not comply after that point, they may be demoted to a lower level.

- No update present for OPAC Committee.

Other Additional Content:

- NorLn Potential New Membership for Lois Bennett PL has been tabled by their board. Not sure as to the direction, however, currently we do not need to do anything.

Correspondence:

- None

Next meeting will be on May 11th, at the Clarksburg-Harrison Public Library at 11am. Meeting adjourned at 1:42pm.

Respectfully Submitted,

Alexandra Eberle