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## MARINet Board Meeting Minutes

July 16, 2020

Online Meeting, 9:00 a.m. to 11:30 a.m.

<https://zoom.us/j/abyAsHM6Rr>

- I. Public Comment Period: An opportunity for any citizen to address the MARINet Board on any MARINet matter. Please limit statements to 3 minutes.  
No members of the public present.
- II. Introduction of guests: Joey Della Santina, BET, Bonny White, MCFL
- III. Approval of minutes June meeting.  
Minutes approved and seconded.
- IV. Old Business
  - A. Curbside Updates  
Libraries and patrons are pleased with curbside activities. Holds numbers are very high, in some cases as high as pre-COVID.
  - B. Volunteers & Friends. Not many volunteers working onsite at our libraries. Same rules and training apply to volunteers as employees – social distancing, ppe. Friends groups remain active. Sausalito working on an MOU with the city.
  - C. Reopening/redesigning services  
Subcommittee has met twice and is making progress towards next steps. Due to the current COVID-19 numbers, no in-person services can be added at present.
  - D. DRWG report on e-resources (OD, Hoopla, Kanopy, Lynda.com)  
The DRWG report focused on possible ways to reallocate EBSCO savings. Board will revisit in August.
- V. New Business
  - E. LinkPlus resumption July 27  
Please check to see if your jurisdiction is ready to resume services and let Amy Homick at III know. Libraries don't all have to start at the same time.
  - F. Califa membership fee question  
Discussion about Califa membership, no decision yet.
  - G. Ordering, acquisitions and weeding updates  
Libraries all now ordering physical items as well as digital items.
  - H. RFID Update  
Interested in continuing the discussion at the next meeting.
  - I. August meeting plan  
Decision – there will be an August meeting, topics below.
- VI. Standing Items for the agenda
  - J. System Administrator's Report  
In addition to the auto-run courtesy notices, MARINet now manually running notices as necessary. Even with holds on physical materials available, digital usage has not decreased.

K. Topics for future Meetings

RFID discussion

Universal borrowing of electronic resources

DRWG to return for discussion in August

COVID-19 and resumption of services (should this be a standing item?)

Orangeboy

VII. Non-Action Items 10:50

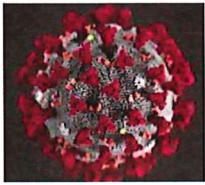
VIII. Announcements 11:00

Short discussion of summer reading, digital programs,

Meeting adjourned at 11:38.

## MARINet Systems Report for August 2020

- Daniel McMahon and Jessica Trenary



Corona Virus



Sierra

- **Working from home, updates**

Connie is mostly in the office, Jessica and Dan are in one or two days a week and the rest is from home, and Giao is working entirely from home. We are trying to keep the staff density as low as possible in our 650 square foot office.

- **Notices**

We are still not sending out Overdue notices or Bills. It's time to restart these now, we just need to figure out how to phase them in so as not to send a massive batch of confusing notices out.

- **Fines and well, more Fines**

Dan audited the fines counting process this month, and found that we have fines built up in our PayPal account, and beyond that we undercounted overdue fines paid in Bibliocommons for the last 2 years, some of which is this PayPal money. In calculating the fines distributions, we were undercounting overdues paid in BC by about 50% for 2 years. This was fixed for the FY 19-20 distribution of fines, but there is a backlog from FY 17-18 and FY 18-19 of about \$63,000. (That includes the PayPal funds.) We can calculate a distribution on these older funds, it if that is the Board's decision this month. All these fines were being counted as part of our bottom-line funds, so they weren't completely lost. But we'd never audited how much remained in the deposit account for fines to see if there was a running balance, until now.

To recover the PayPal funds, we are probably going to have to set up a bank account. The County will not allow PayPal to link to their accounts, which is how we currently transfer fines paid by credit cards. And PayPal will not allow us to transfer or pay anything with our balance until we are "verified" which tax exemption info as well as a bank account to link to.



Delivery

- **Sprint**

The Sprint delivery is about 50 to 60 percent of pre-closure levels.

- **Unity – LinkPlus delivery**

Unity resumed the LinkPlus delivery on schedule on July 27. For right now, we are not sending or receiving a delivery on Fridays, as covering

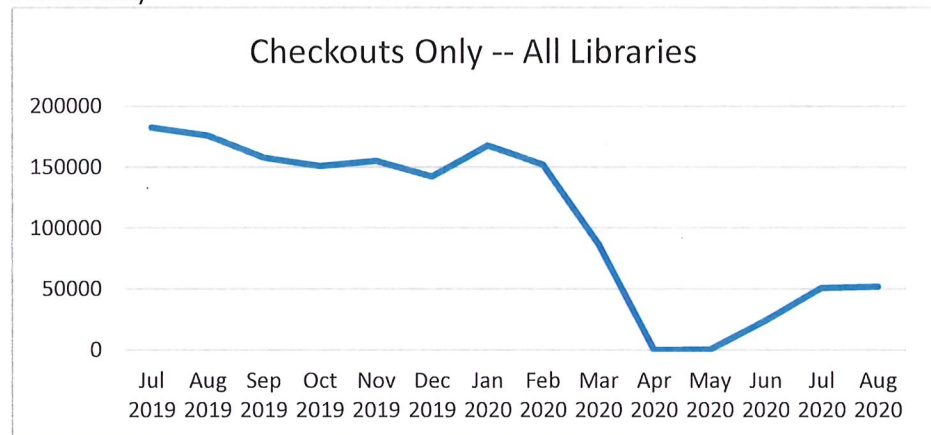
the sorting is still a challenge. We intend to resume delivery on Fridays in September. LinkPlus looks to be running at about ½ of pre-closure volumes. Several of our major “trading partners” have also not come back in yet, such as SFPL, Oakland PL and Contra Costa County PL. Meanwhile Coronado Public Library has gone live in the LinkPlus system.



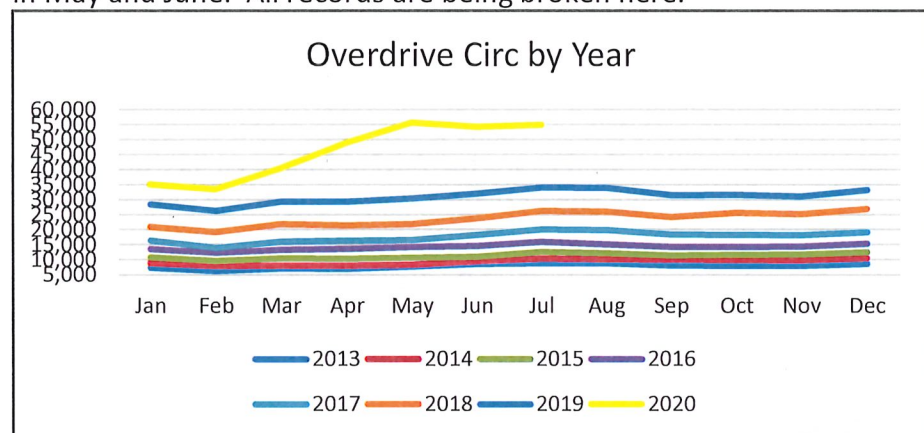
Overdrive

- Circulation**

Physical circulation is rebounding, but still only at 30 percent of what it was when buildings were open. (This is checkouts, not including renewals.)



Overdrive circulation in July was still over 34,000, about the same as in May and June. All records are being broken here.



- Working Groups**

There were no working group meetings since July 16.