

**Minutes of the MARINet Board of Director's Meeting
Friday, April 27, 2001
Marin County Civic Center, Room 410 B**

Board Members Present:

Sara Loyster, San Anselmo
Carol Starr, Marin County
Vaughn Stratford, San Rafael
Deborah Mazzolini, Belvedere-Tiburon
Cathy Blumberg, Mill Valley
Mary Richardson, Sausalito

Also Attending:

Frances Gordon, Larkspur

I. **Public Comment:** No public Present

II. **Introduction of Guests:** No guests present

III. Approval of Minutes

Minutes of March 22, 2001 meeting were approved (Stratford, Blumberg)

IV. Announcements

Starr announced that Nora Harris had resigned as Fairfax Branch Manager, effective May 11, for health reasons. She also announced that Deputy Director of Library Services, Andrea Riesenfeld, would be out for health reasons until September 1, 2001.

Blumberg announced that they are still recruiting for a new children's librarian position, which will close on April 30.

V. Additions to the Agenda

Add: System Administrator's Report
Public Service Committee Report

VI. Old Business

- A. Board discussed interim report from the consultants and agreed all items of concern were being worked on. It was decided *that each Board liaison would take the Budget Calendar to "their committee" and be prepared to discuss feedback at the next meeting.* It was decided to change committee liaison assignments in the Summer, Sara will take over SIG when Carol becomes Chair of MARINet and Cathy becomes Vice Chair/Treasurer. *Cathy and Mary will look at the three committees and create a draft charge for the Board to discuss at our May meeting.* We need to give the committees updated charges and direction for next year.
- B. Larkspur Membership. The Board has received the Resolution from Larkspur asking for membership in MARINet. These two motions were presented. Stratford moved, and Richardson seconded that **the MARINet Board approves amount of \$44,945 in costs for Larkspur to join MARINet as a fully participating member.** Passed unanimously.

Stratford moved, and Blumberg seconded that **the MARINet Board unanimously accepts Larkspur Public Library to join MARINet as a fully participating member for the initial capitol outlay costs of \$44,945 plus annual operating costs thereafter, which will be calculated based on the MARINet cost sharing formula for full member libraries set forth in the JPA of July 8, 1997.** Passed unanimously.

We agreed to execute this agreement to bring in Larkspur by taking it to each governing jurisdiction, starting with San Anselmo and passing around the 7 original copies required for official signatures.

In discussion, it was agreed to allow Larkspur to purchase two additional user licenses and begin training Larkspur staff on adding records. Phil will be doing this training on MARINet time. Lydia from Larkspur will start attending the TUG sessions.

- C. Librarian's Index to the Internet. Deb has discussed this issue with Carole Leita. There are many issues still to be resolved, regarding staff workload issues, authority control and updates, locking down some OPAC's, etc. The Board agreed that we need to have a full staff in place before we could address adding this to our database.
- D. Fees for Reserve and Super Search Requests: It was clarified that we all charge \$.50 for Super Search and any ILL (NOTE: MCFL does not charge for Super Search but does charge \$7.50 for outside NBC requests).

New Business

- A. Sinking Fund Transfer. Mazzolini moved and Richardson seconded that **MARINet transfer \$81,581 from our operating budget (995 711 4987) into the MARINet sinking fund (995 to 951).** Passed unanimously.
- B. The Board discussed how to track unbudgeted user expenses, that is things we each decides we need, order through MARINet and pay for. Stratford moved, and Mazzolini seconded that **MARINet Board approves the budget for Agency 713 for FY 2001/2002 in the amount of \$50,000. It further sets the budget for FY 2001/2002 for Agency 713 to be \$50,000 and approves an increase in the overall MARINet operating budget for FY 2001/2002 (fund 995) in a like amount.** Passed unanimously.
- C. *TUG. It was decided to maintain the TUG meeting times as they are and to discuss at the next meeting the need for more training and how we develop TUG.*
- D. *Everyone will give salary information for their staff classification levels for next fiscal year to Debbie Mazzolini, who will prepare a summary sheet and distribute to each Director.*
- E. Mazzolini moved and Richardson seconded that **MARINet Board approves Paying \$1,533.70 to MCERA to cover 50% of the purchase of the Marin County retirement time of Deborah Moehrke, said funds to be paid prior to June 30, 2001.** Passed unanimously.
- F. *Board members will share the Consensus Tool with “their” committees to Assist them in reaching agreements in their committee discussions.*
- G. System Administrator’s Report: After discussion, the Board directed Deb to decide herself what sizes are needed for the new files she will be purchasing. It was agreed to purchase Mill Circulation in enough time to allow the Larkspur staff to be trained on this system from the beginning. Larkspur will then be the first site in MARINet to start using the Mill Circ system. Deb also reported on her experiences at the Consortium User’s Group, where she made valuable contacts and learned more about III.
- H. Public Services Committee recommends we retain EBSCO as our magazine Database.

Meeting adjourned at 11:55 am.

Minutes taken by Carol Starr