

Minutes of the MARINet Board of Directors' Meeting
Thursday, December 20, 2001
Marin County Civic Center, Room 410B

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

Board Members Absent: Frances Gordon, Larkspur

Also Present: Deb Moehrke, Acting MARINet System Administrator
Renee Hayes, Circulation Committee
Libby Flynn, Chair Bibliographic Standards Committee
Damon Hill, Chair Public Services Committee
Roberto Esteves, SFPL

- I. Public Comment Period: No public present
- II. Introduction of Guests: Roberto Esteves and Committee Chairs introduced.
- III. Approval of Minutes
Minutes of November 15, 2001 MARINet Board Meetings approved.
- IV. Announcements
Deborah Mazzolini announced that Abbott Chambers from Vermont has been hired as a full-time Reference Librarian at Bel-Tib.
Walter Provines has retired from Mill Valley. MV will have an opening for a full-time LA II and a half-time LA.
- V. Additions to the Agenda:
Discussion of changing the date of the Statistical Training scheduled for January 31 added to New Business.
- VI. Presentation on NetLibrary records by Roberto Esteves from SFPL.
Golden Gateway Library Network would like MARINet to load NetLibrary records, including 417 reference titles, into our catalog in order to make them more accessible. The cost would be \$1000 to each member library. The Board voted to contract with NetLibrary to provide access to Ebooks by January 2002. Individual MARINet Libraries would not have to pay for this service until July, 2002 and can choose to make Ebooks available in the library and/or from home. GGLN encourages us to send a representative to the Ebook Selection Committee meetings.
- VII. Old Business
 - A. Discussion with the Chairs of the MARINet Committees:

1. Overview of the progress made on MARINet Committees 2001-02 Goals.

Libby Flynn, Chair of the Bib Standards Committee reported that since most of the MARINet libraries (with the exception of SR) received State Grants to improve incomplete catalog records, the goal to reduce poor records from 5% to 3% would be easily met and exceeded. Another goal, to explore and implement enhancements to the catalog, will be met by the addition of Ebooks to the catalog. The Bib Standards Committee is also working on formulating agreed upon procedures for the Procedures Manual.

Damon Hill, chair of the Public Services Committee, said they were working on 4 goals. 1.) to review and offer feedback on the Website, which he reported is a standing item on their meeting agenda. 2.) to work with the MARINet Staff on using My Millennium. A subcommittee has been formed to work on this. 3.) to investigate how other Innovative Libraries use scoping, which has not happened yet and 4.) to monitor the impact of the Time-Out Software which will be implemented in March.

Renee Hayes from the Circulation Committee reported that work on the five goals for this year was progressing. The Committee is working with Deb Moehrke to pull together policies and make them accessible on the staff side of the Intranet. Millennium Circulation implementation is on-going in most libraries. E-mail notices are being investigated and e-mail addresses being collected. The patron application is being standardized and the Committee is working with Deb to change patron coding practices to improve our ability to gather statistics for the annual State Report. The change in coding practices may eliminate the need to do the 'dummy patron' procedure which would ease the workload for circulation staff.

2. Presentation of suggestions for FY 02/03 Committee Goals

The Bib Standards Committee proposed two goals: 1.) to implement Millennium Cataloging and Advanced Key Word Searching and 2.) to complete fixing poor quality catalog records.

The Public Services Committee's suggested goals for next year were 1.) to improve existing and create new instructional handouts for the public and 2.) to recommend to the Board which scopes to purchase from Innovative. The Board commented that the first goal was a very good one and they would like to see it pursued. Regarding the second goal, they said that they would budget for the purchase of two scopes, but would await input from the Public Services Committee before deciding which ones.

The Circulation Committee's suggested goals for next year are: 1.) to investigate improving delivery service 2.) to take Millennium training to the next level and 3.) to investigate providing better e-mail service (better than MARINet e-mail) to all staff and creating an up-to-date staff e-mail directory.

B. Reports from Committee Liaisons

Vaughn Stratford reported that the Public Services Committee has submitted 3 Request for Action Forms which had to do with adding Ebooks to the catalog and designating the Z39.50 libraries we include in the catalog. The Board discussed these and acted to approve their implementation. None of them had immediate fiscal impact.

C. System Administrator's Report (*attached.*)

Deb Moehrke mentioned that we might be able to purchase on-line access to Books in Print through EBSCO and get a better price. The Board voted to authorize Deb to spend up to what we're paying now for BIP to ensure continuous access to this database.

Deb asked for feedback on the MARINet training sessions, specifically for ideas on how to boost attendance. The Board suggested including a more complete description of who should attend each session in the training session announcements.

The purchase of a full text newspaper database was discussed and the virtues of Proquest versus Newsbank debated briefly. Joe Cochrane from NBC is investigating a group purchase price for Golden Gateway. Deb will call him to find out what progress has been made.

VII. New Business

A. Revision of Budget Calendar (*Budget Calendar attached.*)

The purpose of the Budget Calendar was reviewed. All Committees are expected to submit Request for Action forms on items that have financial impact by January 15 so that they can be considered for the next year's budget that must be adopted by March 15 according to the JPA. The September Board Retreat was removed from the calendar. In February the Board will set the Board goals for 02/03. Review of the budget was added as a standing item for each Board Meeting Agenda.

B. Adding Phillips or other library collections.

Before librarians at the Bel-Tib Library add special history collection items to the MARINet Catalog, the Board decided to create a policy on this. The policy will state that items can be added to our catalog as long as they are available for library use. Debbie Mazzolini and Carol Starr will draft a policy agreement. Because this is a unique collection, some of the items will require original cataloging.

C. The date of the Statistical Training for the Board was moved from January 31 to January 29, 1:30-4:30 at Bel-Tib.

VIII. Adjournment.

The meeting was adjourned at 11:55pm.