Approved Minutes from the MARINet Board of Directors Meeting
Thursday, February 21, 2002
Marin County Civic Center, Room 410B

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

Board Members Absent: Frances Gordon, Larkspur Library
Also Present: Deb Moehrke, MARINet System Administrator

I.   **Public Comment Period**: No public present

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

III.   **Approval of Minutes**: The minutes of January 29, 2002 were approved as submitted.

IV.   **Announcements:**

Cathy Blumberg:
1. Carol Berman has accepted the Library Assistant II position and will start February 25.

Carol Starr:
1. The Librarian II position of Head of Reference at Novoto Library is open for application.

V.   **Additions to the Agenda:** None

VI.   **Old Business**
A. **Reports from Committee Liaisons**:
1. *Circulation Standards Committee* (Richardson): a) The committee has agreed upon the elements in the new patron application forms including email, patron birth date (or year) and optional Social Security number. b) *Internet Only card*: The circulation committee members felt that all patrons should be encouraged to get a regular library card and only get an *Internet Only card* when the patron lacks adequate identification. After discussion, a motion was made (Richardson/Loyster) that some sort of photo ID is required to get an *Internet Only* library card. Library staff will try to issue a regular library card and if they can not give proof of a current address, then they will be issued an *Internet Only* library card. All were in favor.
B. **System Administrator's Report:**

1. *GGLN Technology Committee*: Deb participated in a conference call meeting of the committee where they discussed using the remaining funds for resource sharing within GGLN. They decided that there were not enough funds to pay for adding all GGLN members to one of the 4 existing resource-sharing projects. The Technology committee recommends that the GGLN Board encourage non-members of a resource-sharing project to join one of the four projects. They stopped short of recommending financial assistance. In considering what might be a good use of the monies available they suggested funding projects along with the training for new technologies and then staff doing the projects and getting the training would train other jurisdictions as needed. Another element of these projects would be establishing standards that could be used by others. These recommendations will go to the GGLN Board for consideration.

2. *Supersearch holds on A/V:* Deb asked how NBC Board decisions that impact MARINet's Innovative system should get communicated. An example of this is a conversation Deb had recently with Sue Weidmer about Supersearch holds. NBC is concerned that Supersearch requests for videos are being rejected based on MARINet loan rules. NBC has told MARINet that all NBC Directors agreed to loan A/V through Supersearch. MARINet libraries are unwilling to loan A/V because of a high loss rate of these items. The MARINet board asked that this issue be discussed at the next NBC Board of Director's meeting.

3. *Ebook Bib Records*: Deb is looking into getting the records loaded into the MARINet catalog. MARINet will pay the invoice from GGLN now and will invoice each member. The payment is due this calendar year.

4. *III Annual Conference*: Deb and Phil will attend the annual Innovative Conference in Houston, TX April 27-30. Deb handed out a copy of the program to each Director. She suggested we review it and let her know if there are programs or products we are interested in having MARINet staff attend and report on.

C. **Approve purchase of Newspaper Database**: After discussion, a motion was made (Mazzolini/Richardson) to purchase the Proquest database for the amount specified. All were in favor. The subscription will start in the Spring and includes remote access.   The Board asked Deb to request the Public Services Committee to highlight the new databases on the MARINet Home Page.

D. **Resolution approving the 2002/03 Cost-sharing formula:** All members signed approval.

E. **Discussion of price quotes from Innovative:**

1. *RAM or replace server*: a) Deb is concerned about how much of the system slowness is related to the capabilities of the server and whether some of it is related to network bandwidth. There has been a problem with MARINet being "slow" ; some of the slowness may be due to network problems. Is the network under configured for the load we are currently putting on it? Is network performance effected by agencies that share bandwidth with other agencies within their jurisdiction? The Board asked Deb to invite Scott McKown to the next Board meeting as well as the technology people from each jurisdiction to discuss the network. b) The current server is four years old, lacks enough RAM for our needs, and Innovative says it should be replaced. A motion was made (Mazzolini/Blumberg) to purchase a new server out of the system improvement funds. All were in favor.
2. *Unlimited OPAC licenses*: MARINet will not need to buy OPAC licenses again but individual jurisdictions may need to purchase staff licenses based on staff use. The Millennium modules use a license for every function that is open. As we purchase more modules these may require additional staff licenses depending on how much cross-function work staff need to do. Deb is working with Innovative to determine how many licenses would be removed from the pool if MARINet purchased unlimited OPAC licenses.   A motion was made (Mazzolini/Loyster) to buy the Unlimited Web OPAC user licenses for $34,000 from the funds set aside for system improvement. All were in favor.

F. *Review draft 2002/2003 Budget*: Discussed the estimates for each of the line items of the Budget for FY 2002/03. The Budget will be refined for the next meeting. Signed a resolution to transfer the annual payment from the FY 2001/02 operating budget into the MARINet sinking fund. The amount for this FY is $51,078.

VII.   New Business

A. *Discuss and approve MARINet Board goals*: The draft goals were reviewed. The Board suggested an additional goal to continue to maintain and improve the patron and bibliographic databases. A motion was made (Richardson/Mazzolini) to approve all the goals including the above additional goal. The 2002/03 goals are as follows:
   1. Begin the implementation of Millennium package the Board voted to purchase in Spring of 2002. (We thought the plan would be done in the Spring of how to roll this out over the next several years).

   2. Install new server to accommodate Millennium package upgrade.

   3. Explore adding more shared databases to MARINet

4. Implement use of email with patrons (the results of Circulation Committee current review and recommendations)

5. Remodel office space for better staff use.

6. Continue to maintain and improve the patron and bibliographic databases.

B. *Delay budget approval beyond the March 15 deadline*: The Board signed a resolution to delay approval of the Budget past the March 15 deadline. It is expected that the budget will be approved at the March 21st meeting.

VIII   **Adjournment**: The meeting was adjourned at 11:15 AM.