

Minutes from the MARINet Board of Director's Meeting
Thursday, Sept. 19, 2002
Marin County Civic Center, Room 410B

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

Also Present: Deb Moehrke, MARINet System Administrator
David Dodd, Marin County Free Library
DeAnn Tabuchi, San Anselmo
Lois Giono, San Anselmo
Catherine Wright, San Rafael

- I. **Public Comment Period:** no public present
- II. **Introduction of Guests:** Everyone introduced themselves
- III. **Approval of Minutes**
The minutes of August 15, 2002 were approved.
- IV. **Announcements:**
 - a. Sara announced that San Anselmo is getting air conditioning
 - b. Carol announced that Jamie McGrath had been hired for the Branch Manager position at the Civic Center. She was formerly the Branch Manager of the Piedmont Branch in Oakland Public Library. She will start on Sept. 30, 2002.
 - c. Debbie announced that Jason Duran has been appointed the new Head of Circulation at Belvedere-Tiburon and is already on the job. He was most recently at Sonoma County Library.
 - d. Deb announced that there are 104 staff now signed up on MUD and that this might be a good place to make such announcements as these to all MARINet staff.
- V. **Additions to the Agenda:** The agenda was adopted as printed
- VI. **New Business:**
 - a. Meeting with Chairs of the MARINet Committees: Cathy reviewed the revised calendar, the MARINet goals for the year, the committee responsibilities, stressing the importance of distributing

- agendas and minutes in a timely fashion. Mary reviewed the Request for Action form (RFA) and passed out a sample.
- b. DeAnn went over the goals of the Public Services Committee. She sought clarification on the budget for revised or new instructional handouts; Board suggested that each library would print for themselves. The Board suggested a subcommittee of those interested in children's services be formed. The Board asked for materials to publicize My MARINet, and also ebooks and our databases. Public Services Committee would like to have more children's librarians represented and suggested that they might regularly meet with the county children's librarians and work on common concerns; David agreed this could work well. There is a subcommittee working on databases; DeAnn passed out a list of the 4 databases that were being tested and a page of evaluation criteria that had been developed. They have yet to set up a meeting with Bib Standards, but plan to do that.
 - c. Catherine, reporting for Bibliographic Standards, said that as of today, the database contained only 1.68% poor records and that she thought we would reach our target of 1% by the end of the fiscal year. They know they need to set up a meeting with Public Services to discuss the issue of indexing for advanced keyword searching. Implementation of Mill Cataloging has begun, with some training from Phil, and more training scheduled. They are working on the 856-tag issue. They have completed the evaluation of Automated Authority and this has been implemented. They know they need to elect a vice-chair, which will happen next meeting (9/26/02) and will send along their regular schedule of meetings to the MARINet Office.
 - d. Lois reported that the Circulation Committee has started working on writing the procedure for how to transfer books on the hold shelf sent incorrectly (oops). They are working with Deb on new standards for patron coding. Each library is collecting email addresses. The Board encouraged each library to advertise this (Got Email?) and also suggested taking a baseline of how many we have now, and then monitoring this as time goes by.
 - e. Cataloging similar items separately and effects on holds. Cathy described the problem and after a lengthy discussion it was agreed that we would ask the Bib Standards Committee to discuss this issue at their Sept. 26 meeting. Meanwhile, Board Liaisons for Public Services and Circulation were to request their committees to discuss the issue and give feedback to the Bib Standards Committee by the Dec. 5 Bib Standards Committee meeting. Bib Standards is then requested to forward a recommendation for consistent practice to the Board for the Dec. 19 MARINet Board meeting.

- f. USA Patriot Act. Cathy described the concerns of the Mill Valley Library Board. After a lengthy discussion, it was decided that Deb, Cathy and David would be task force to draft a private policy for review by the Board.
- g. Library Sales Tax. Carol reported on the current status of the sales tax idea and announced that the county library would be contracting with Godbe to do an opinion poll in Marin County sometime between November and January to find out the ability of such a sales tax to pass. Carol passed out projections on what each city and the county would have received in 2000 and 2001 based on point of sales, population and a combination. She also shared the Godbe 2000 Executive Summary and questions/results with the group.
- h. Surplus MARINet Equipment. Deb sought direction from the Board in how to dispose of old, dead equipment and also her current office furniture, which must be replaced to enable the office to be re-configured for more efficient use. Carol and Frances are potentially interested in some pieces of the furniture. No one is interested in the old, dead stuff, and Deb will dispose of it according to county procedures.

VII. Old Business:

- a. Reports from Committee Liaisons. No committees have met since the last Board meeting.
- b. Library Online Issues. Deb needs to call a meeting in the near future to discuss an upgrade and see if there are other issues.
- c. System Administrator's Report. Deb reported that she is in the process of studying and comparing the way we capture statistics for our TBR reports to the state. She will run a comparison of the old and new (using Web Management Reports) ways to do this and see what that tells us. The Board is very interested in Deb pursuing this, especially if it will stop the need for the dummy ILL record check out. Deb also talked about the Enhancement Requests for an upcoming Consortium Meeting that she and Phil will be attending the beginning of October. Carol passed out a list of enhancements that were suggested by the county; the city library directors agreed to take this back and email Deb with their "votes" on which of these issues were of primary concern to them and Deb will use all this feedback in sending along our MARINet enhancement suggestions for discussion at this Consortium Meeting.
- d. Update on the Retreat: Sara reported that the Retreat is scheduled for the same location as last year, and we can use the building passed 3 pm.
- e. Report Back on notes about WAM and individually licensed databases. Deb reported that she could find no written reason for

why we had decided only MARINet databases could be authenticated through WAM. Carol moved, Debbie seconded that "we change our policy and allow MARINet libraries to use WAM to authenticate patrons for individually purchased databases." Motion passed.

Adjournment:

Meeting adjourned at 12:05.
Minutes taken by Carol Starr

Next Meeting: October 17, 2002
Minutes will be taken by Mary Richardson