

**Minutes of the MARINet Board of Director's Meeting**  
**Thursday, October 17, 2002**  
**Marin County Civic Center, Room 4150B**

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

Board Members Absent      Cathy Blumberg, President, Mill Valley Library

Others Present              Deb Moehrke, MARINet System Administrator  
David Dodd, Marin County Free Library

Mary Richardson chaired the meeting in Cathy Blumberg's absence.

- I.      Public Comment: no public present
- II.     Introduction of Guests: David Dodd was acknowledged
- III.    Approval of Minutes  
A motion (Stratford/Loyster) to accept the minutes as written was approved by all in attendance.
- IV.    Announcements
  - A. Carol Starr informed the Board of the opening of the Corte Madera Library Garden which will have an opening on Sunday
  - B. Carol Starr informed the Board that the County is out to bid for an entryway and circulation area renovation project at the Novato Library. It is a twelve week process. Novato will be open for the first eight weeks and then closed for four weeks. During that time they will have staff there to handle holds. The South Novato Library will double it hours for that four week closure period.
- V.     Additions to the Agenda  
Under new business, the following additions were made:
  - C. Children and My MARINet
  - D. Holds priority update
  - E. Supersearch contract
  - F. Popular materials and number of copies purchased
- VI.    Old Business
  - A. Reports form Committee Liaisons
    1. Circ Standards Committee (CSC): Sara Loyster
      - a. Patrons with multiple cards was an issue that came up at the recent CPC meeting but was not resolved. One part of the issue is what to put in a patron's name field. The name on the driver's license/ID is sometimes different than the name on the patron card application. The Board of Directors, after consideration of the matter, voted (Loyster/Gordon) to use the name on the card application in the name field. If the name on the card application does not match the name on the patron's driver's license or other appropriate

identification, add a second name field and input the name from the patron's license or other identification into that field.

- b. The CSC raised the issue of a patron's right to see their full record in the database. *Deb will ask County Counsel for an opinion.*
- c. The CSC discussed the issue of attaching trade paperbacks to hardback bibliographic records. Jason Duran, from the Belvedere-Tiburon Library, was the only attending member opposed to attaching the paperback to the hardback record.
- d. CSC has recommended putting off using email hold notification until spring. The Board of Directors consented after considering relevant issues that need to be resolved, including: establishing procedures; workload issues; bounced email; and response to patrons. *Deb will look into the possibility of using an auto reply to patrons that informs the patron that it is a send only message and if they have any questions to please call the library.* Sara Loyster will form a small taskforce to discuss the issues in preparation for the Circulation committee discussion.

2. Public Services Committee (PSC): Deborah Mazzolini

Deborah Mazzolini reported that the PSC is making progress on all of their set goals.

- a. There are more children's librarians attending the meetings;
- b. The Database Taskforce has set up several database trials and is comparing and analyzing products
- c. The PSC voted to use advanced keyword searching
- d. The PSC are reviewing and revising online and print instructions for patron use

The Board discussed the above and suggested that the children's librarians form a subcommittee to explore consortia issues, including a kids catalog. The city children's librarians are invited to the next meeting of County children's librarians to discuss this, the continuation of the juvie pack, and other related topics.

3. Bibliographic Standards (BSC): Carol Starr

- a. The BSC elected Marissa as vice-chair; Jamie will be vice-chair the following year
- b. A subcommittee with public services was established.
- c. Several other items were discussed, including attaching trade paperbacks to hardback records.

B. Library Online Issues

Deb reported that there were no issues that needed to be discussed. Mary Richardson asked one procedural question which Deb answered to Mary's satisfaction.

C. System Administrator's Report – Deb Moehrke

Deb asked if there were any questions from the Board regarding the written report that she submitted prior to the meeting. There were no questions from the Board.

Deb further discussed the proposed office remodel. The Board of Directors had previously allocated \$10,000 for the redesign and remodeling. Deb informed the Board of the status of the project and said it is not the perfect solution for MARINet operations, but will be better than what they now have. Carol Starr said that the County is going to redo the entire administrative area and perhaps a better plan for MARINet will result from that process. Her question was should MARINet wait until then, which would be probably more than a year from now. The Board recommended that Deb proceed with the current plan. After discussion, the Board voted (Mazzolini/Loyster) to raise the limit from \$10,000 to \$15,000 and use the

County system so that MARINet furniture and panels can be reused if the County's redesign of their administrative area impacts MARINet's office space.

D. Sales Tax – Carol Starr

Carol announced that the County had contracted with Godbe to poll within all areas of Marin County regarding a library sales tax of 1/8 cent. Polling will begin on January 10. A committee will start working on questions in November and there is opportunity for input from Board members on questions to ask in the survey. Carol also asked that Board members inform their Boards, Town or City Managers, Friends and other support groups of the County's intentions.

Vaughn Stratford said that San Rafael may have a City Hall bond act on at the same time. An inquiry was made as to what else is on the November 2003 ballot.

VII New Business

A. Resource Sharing Subsidy – Mary Richardson

An agreement was made to pool the \$800 resource sharing subsidies received by libraries and use the money to cooperatively purchase online resources.

B. NBCLS Juvie Pack – Mary Richardson

There has been a 59% increase in the cost of the Juvie Packs and some libraries, including Mill Valley, are no longer participating. The Juvie Pack is very important to most of the MARINet libraries. The Board asked that this issue be on the agenda for the Children's Librarians meeting in October.

C. Children and My MARINet

When using my MARINet a patron's name is boldly displayed on the screen. Is this an issue for children? There is no option to block children from using My Marinet without making it inaccessible to everyone. *Deb will investigate the possibility of turning My Marinet off in the children's scope.* It is recommended that the Children's Librarian discuss this issue at their upcoming meeting..

D. Holds Priority

Deb informed the Board that III can't be set to have an equitable priority for holds. When she reset the system to place holds alphabetically, the libraries early in the alphabet saw an incredible increase and those at the end of the alphabet had virtually no system hold requests. She switched the order and is waiting to hear from libraries as to their experience. *Libraries were asked to look at the amount of system holds requests before September 1 and the amount now and report back to Deb.* Carol Starr mentioned that the InnReach system and Links Plus has a hold balancing feature.

E. NBCLS Supersearch Contract

Members of the Board had questions regarding the contract and the length of term. This is the first year for the contract.

F. Copies Purchased of Best Sellers

Carol Starr reported that some libraries had not bought enough copies of Sue Grafton's "Q is for Quarry" to meet the holds cue. The problem was reported to her by Novato Library staff. In examining the report that was distributed, no specific problem was identified. It was generally felt that this issue is not a Board of Directors issue. *It was suggested that the Public Services Committee be asked to establish a system to notify another library when someone notices that there are not enough copies of high demand titles relative to local patron requests. Staff at each library should regularly run holds management reports and every library should be purchasing one copy for every five holds placed by their local patrons.*

Respectfully submitted,

Deborah Mazzolini, Belvedere-Tiburon Library