

Minutes of the MARINet Board of Directors' Meeting
Thursday, February 17, 2005
Civic Center 410B

Board Members Present:

Sara Loyster, San Anselmo Public Library
Carol Starr, Marin County Free Library
David Dodd, San Rafael Public Library
Cathy Blumberg, Mill Valley Public Library
Mary Richardson, Sausalito Public Library
Deborah Mazzolini, Belvedere-Tiburon Library
Frances Gordon, Larkspur Library

Also Present: Deb Moehrke, MARINet System Administrator

- I. **Public Comment Period:** none
- II. **Introduction of Guests:** no guests present
- III. **Approval of Minutes:** the Minutes of the January 20, 2005 MARINet Board meeting approved as corrected.
- IV. **Additions to the agenda:** none
- V. **Old Business**
 - A. **Standing items for the agenda**
 1. **Reports from Committee Liaisons:** No Committees met.
 2. **System Administrator's report:** see written report. Deb mentioned also, regarding the new Web OPAC, that patrons may send comments to the suggestion box on the site. "Word" is the default quick search which is the same as Google. Patrons at MVY seems to like the new page after being trained on it. The Board decided to "leave it alone" for awhile and not make any more changes to the page unless there are functional problems. Mary Richardson would like to see a link to the homepages of the individual libraries under Databases, but is not in a hurry. A new form for staff authorizations was handed out. Deb is arranging for database trials for EBSCO Master File Premiere and Infotrac Reference Center Gold, which are comparable products, and also for Infotrac One File and EBSCO's Public Library Premiere, which are comparable products. Cost will be a determining factor when the next new database is chosen. We currently have EBSCO Master File Select. Deb's next projects are the Spanish language interface and Overdrive.
 3. **Member Budget issues:** no new issues reported.

Stable Funding Group: The group met Thursday, February 10, 2005. Attendance was good. Attendees discussed how they would spend the money if a tax initiative passed. Next meeting is Thursday March 24, 6-7:30 at Corte Madera. The fourth Thursday (6-7:30 at Corte Madera) will be the continuing date for future meetings.
 - B. **eCommerce update:** Deb handed out samples of the reports available from the eCommerce module and reported that \$288 had been collected in three days (since the launch.) We will not get full titles on the reports so will have to create a list to see the titles that were lost and paid for replacement purposes.
 - C. **Develop MARINet Goals for 05/06:** the following goals were proposed:

- 1.) Identify and prioritize core MARINet Services and develop a method whereby individual libraries can add services, possibly for a fee.
- 2.) Explore how to effectively promote or market MARINet Services.
- 3.) Investigate OCLC World Cat for 06/07 with possible cost savings (such as centralized cataloging) in mind.

The Board also plans to continue three goals from last year which are:

- 4.) Continue to develop and make substantial improvements in MARINet's standardized policy and procedure manual.
- 5.) Explore Metafind, Webbridge, and/or any other software that will improve service, and seek grant funding as appropriate.
- 6.) Implement the Spanish interface to the Web catalog.

The Board agreed to improve the wording as needed and prioritize these goals so we can finalize them at the next meeting.

The Board also discussed at "To-do list" based on issues raised at the Board Retreat in January. We agreed to:

- 1.) Review the charges to the Committees when we set their goals in May to see if they need revising.
- 2.) Deb promised to bring an updated "who to call when the system is down" list to the next meeting.
- 3.) Develop a policy for the use of the sinking fund.

D. Review Draft MARINet 05/06 Budget:

The board discussed the budget as presented and voted unanimously to approve it with a 50% reduction in increased costs to the member libraries. The feeling was that even though we are experiencing tough budget times, we can't have another year with a flat budget without beginning to use up our carry-over fund.

VI. New Business:

A. Committees and communication

The Board discussed the need for having 5 meetings per year instead of four in 05/06. We would like the Committees to meet three times after June and before January and twice in the spring, with the last meeting happening in late May or June, after the Board has decided on the Committee goals for the next year. Waldo is gone, but the subcommittees can continue to communicate via e-mail.

B. Overdrive update:

Califa has sent us a flier on Overdrive and they may be putting articles in the paper as well. Once staff is trained on Overdrive, we will create in-house publicity about this new database. Overdrive training has been set up as a webcast on March 2 and a class on March 8 taught by Sarah Houghton at BelTib.

C. Marin County Office of Education and databases.

Individual students or teachers using school computers can access our databases by entering their patron data in the system, but we cannot, by law, allow the schools or school libraries free and/or unlimited access to our databases without violating our contracts with the database vendors. Mary Butler of the MCOE, will work with the libraries to send library card applications to all students with the packets to parents at the beginning of the 05/06 academic year.

VII. Announcements:

- 1.) A Salary Survey of Library Directors is being prepared by Mary Richardson. Debbie Mazzolini and David Dodd are doing a salary survey of System Administrators in the Bay Area.

- 2.) BelTib and Sausalito Friends have each bought 2 free San Francisco museum passes to be checked out by patrons on a daily basis. Other libraries may join the program in the future. (Mazzolini)
- 3.) Luis Herrera has been appointed SFPL Director. He is known as a great collaborator and a hard worker. (Starr)
- 4.) Carol Berman has left MV and Ursula Floden has replaced her as Circulation Supervisor. (Blumberg)
- 5.) Christmas and New Years Day fall on Sundays this year. Closed days will vary from library to library.
- 6.) BelTib has bought the "Ask Art" database and will share pricing information with the rest of us. It includes art valuation. (Mazzolini)
- 7.) The County Library is recruiting for an Administrative Librarian. The application period is Feb 9- March 23. (Starr)
- 8.) San Anselmo is using a letter similar to the one prepared by Mill Valley as a third notice to patrons with overdue items. (Loyster)

The meeting was adjourned at 12:30.

Minutes by Sara Loyster

March minutes by Mary Richardson. (Dodd in April, Blumberg in May, Gordon in June.)

March meeting: The meeting will be March 10, 2005 at Hamilton.