

Minutes of the MARINet Board of Directors Meeting
Thursday, November 17th, 2005
Marin County Civic Center, Room 410 B

Board Members Present: Mary Richardson, Sausalito, Acting Chair
Frances Gordon, Larkspur
David Dodd, San Rafael
Anji Brenner, Mill Valley
Carol Starr, Marin County
Deborah Mazzolini, Belvedere-Tiburon

Also Present: Deb Moehrke, MARINet System Administrator

I. Public Comment Period: Public comment in the form of an email from Bill Hale regarding his fees and fines and his concern for privacy. Board discussed the need to frequently refer to six month history to resolve payments. **ACTION item:** Deb will contact some area libraries like San Francisco Public and Alameda County to survey the length of time they keep information. The Chair will write a letter to Mr. Hale that we need to keep the six month history and are scrupulous about purging and keeping only six months.

II. Introduction of guests: No guests were present.

III. Approval of Minutes: Minutes of the October 20th, 2005 meeting were approved.

IV. Additions to the Agenda:

Phil Youngholm-group or individual note
2006 Meetings schedule
Courtesy vs. Date due notices

V. Old Business

A. Standing items for agenda

1. Reports from Committee liaisons

Bib Standards Committee met 10/27/05: Discussion as to how to compile information from Bib Standards into a comprehensible document that the Board could use. Bib standards should be looking at how it affects their operations, not other issues.

Mod Squad met 10/27/05: David Dodd reported that the Mod Squad is not making any changes for three months. They are doing usability tests and have looked at a new version of the advanced search. They are actively soliciting recommendations from staff or patrons. January is the earliest that they will come up with any recommendations. The Board asked that Deb forward the notes to the Mod Squad meetings to them.

2. System Administrator's Report: Deb Moehrke reported on Priority Paging. It is generally going well but there are a few glitches. If someone puts a hold on an item for which there is only one copy, and that item gets checked out before the hold gets processed, the patron receives a notice that the hold is cancelled. The hold is cancelled through the paging process. Deb is lodging a complaint with Innovative. Another problem results when a patron tries to renew an item that is currently being paged. Even if there are additional copies, they will not be able to renew it. Various libraries reported higher or lower demand since the onset of priority paging. Deb explained this was due to how individual libraries have prioritized who gets paged in what order.

A question was asked regarding when the Gale Power Search would be available. Deb reported that when Gale can resolve the issue of loading information faster, we will switch back to the Power Search. Deb reported that it is easier to place a lot of holds at one time using the book cart feature and that the system is inconsistent in charging for all holds. Do we want to place a limit on the number of holds placed at one time? **ACTION ITEM:** Talk to staff about how they feel about placing a limit on holds. If they do want to limit the number of holds, what should be the maximum? The Board also asked that the issue be taken to the next meeting of the Circulation Standards committee for their input.

3. E-Rate and Teleconnect. Nothing new to report.

B. Review and approve additional goals for Circulation committee. The committee asked for clarification of goal number 4, to develop a calendar. The Board felt that the goal was clear. They approved the two additional goals for the committee.

C. California Catalog and loading holdings for OCLC. The Board saw a sample of marketing. Discussions followed on the possibility of involving public services, the question of how to move forward, and the value of the California Catalog. Questions were asked related to how many libraries have jumped on board and do we all have to participate? The Board also wanted to know why Black-Gold had moved from using a single symbol to one per member. **ACTION ITEM:** It was suggested that OCLC might have the answers and Deb

should call. Deb should also contact Black-Gold about their reasons for switching.

D. Library Card Inventory

Deb reported that San Anselmo had up to a 5 year supply of their existing cards; others had at least a year. Further discussion of the topic was therefore dropped due to the high inventory by some libraries?

VI. New Business

A. Coding of home library for out of County residents.

Carol Starr reported that the county plans to exclude non-county residents from accessing the county databases by use of a patron type for outside residents. Sausalito and Bel-Tib also expresses interest in using this method to control access.

B. Title Priority Paging – Problems or Concerns

This was already discussed in conjunction with the System Administrator's Report.

C. CLSA Resource Sharing Focus Group. 11/28-

Sacramento. David, Carol, and Deb are planning to attend.

D. January Retreat Planning: Tentative date set for January 13th or 27th; with January 13th being the first choice. **ACTION ITEM:** Everyone should email Deb regarding best date. Everyone should also bring ideas to start setting the agenda. **Place on next meeting's agenda.**

E. Audit report for 03/04 FY. The voted to accept the audit report for FY 03/04.

F. Meeting Dates & Locations for 2006.

Room 410B will not be available for meetings next year. The Board agreed to hold every other meeting at the MARINet office and to rotate the remaining meetings among the member libraries. The schedule for next year is:

January	MARINet	1/19/06
February	Mill Valley	2/16/06
March	MARINet	3/30/06
April	San Rafael	4/20/06
May	MARINet	5/25/06
June	Belvedere-Tiburon	6/15/06
July	MARINet	7/20/06
August	Larkspur	8/17/06
September	MARINet	9/21/06
October	Sausalito	10/19/06

November	MARINet	11/16/06
December	San Anselmo	12/21/06

G. Date Due vs. Courtesy Notices. Carol reported that her staff were concerned that patrons would not understand the term "courtesy Notice" she suggested "Date Due" notice instead. The Board agreed to change the subject line on the emailed notices to " Library Date Due Reminder". Staff can still refer to them as courtesy notices. Hopefully this will happen by the end of the year.

VIII. Announcements

- **Bel-Tib:** Deborah Mazzolini proposed that a system-wide Amnesty be put on during the week including Valentine's Day. **ACTION ITEM:** Everyone should talk to their staff and decide what they would be comfortable doing. **Place on next meeting's agenda.**
- David Dodd is going to do a program at the Belvedere-Tiburon Library promoting his new book on the 31st.
- **SRF** - The Friends of the San Rafael Library received a CalTac award for a business, community organization, or individual making a significant financial in-kind contribution to a library or library program.
- David will also be doing a program on his new book on Dec. 2nd at the San Rafael library.
- **MCFL** - Marin City windows were installed incorrectly and have dry rot. The library will have to close for four to six months. It will probably happen in the summer or fall. More to come.
- Carol Starr passed out a FY 2004/05 Circulation of Owning Library vs. Home Library.

The meeting was adjourned at 11:30 am

Next meeting- December 16th at 9:30 am

Respectfully submitted,

Anji Brenner