

**Minutes of the MARINet Board of Directors meeting
Thursday, September 21, 2006, 9:30 – 12:30 am
6 Hamilton Landing, Suite 140C, Staff room**

Board Members Present: Carol Starr, Chair
Frances Gordon
David Dodd
Anji Brenner
Sara Loyster
Deborah Mazzolini
Mary Richardson

Also present: Deb Moehrke, MARINet System Administrator
Lashalle Lyons, Circulation Standards Chair
Elaine Crepeau, Bibliographic Standards Chair
Pamela Klein, Public Services Chair

(Note: Carol Starr, chair, was delayed. Dodd chaired until her arrival, skipping around in the agenda to cover items for which Starr's presence was not critical.)

- I. **Public Comment Period:** No public present
- II. **Introduction of Guests:** Lashalle Lyons, Elaine Crepeau, and Pam Klein were introduced, each representing a standing committee of MARINet.
- III. **Approval of Minutes:** Approved as submitted.
- IV. **Addition to the agenda:** No additions to the agenda.
- V. **New Business**
 - A. Meeting with Chairs of the MARINet committees:
 1. MARINet 2006-07 Board Goals: Starr reviewed the Board's goals for the current fiscal year.
 2. Budget Calendar Overview: Richardson reviewed the MARINet budget calendar, and how the committees' work fits in with the construction of the annual MARINet budget.
 3. Committees: Starr reviewed the Brown Act provisions that apply to MARINet committees. She also reminded the chairs of other responsibilities, including the need to follow the calendar, to take minutes, and to maintain the committee binder. She reminded the chairs that they are responsible for agenda construction, with the Board liaison assigned to each committee taking responsibility for reporting back to the board on the committees' activities. She reviewed the "Request for Action" form. Each committee chair then presented her plans for achieving her committee's 06-07 goals.

Circulation Standards: see attached report
Public Services Committee: see attached report
Bibliographic Standards Committee: see attached report. Klein requested clarification on the definition of last copies, and the ensuing discussion focused on considering retaining last copies when they are of local, regional, or statewide significance.
 - B. Courtesy Notice Text: Dodd brought up the question of whether the text of our courtesy notices encourages excessive use of phone renewal by prompting patrons to call their libraries to renew their materials. ***Each Director will ask his or her staff if phone renewals are becoming more than they can handle.***
- VI. **Old Business**

- A. Standing items for agenda
1. Reports from Committee Liaisons- Public Services Committee met 9/1. The committee recommended that the “Partners” button be removed, and the “search other libraries” be made more prominent. This recommendation was forwarded to the MOD Squad. Moehrke noted that perhaps the Board should suggest to Committees that announcements be moved to the end of each committee’s agenda to improve succinctness.
 2. System Administrator’s Report – Moehrke reported that the OCLC project is going well. She will be out Oct 26-29 to attend LITA in Nashville, a conference on web services for libraries. New release implementation is scheduled for mid-October. There will be some big changes when WebpacPro is installed, although we don’t have to put it out right away.
 3. Items of interest from the Minutes- Regarding OCLC bills, Moehrke reported that she had not heard back from everyone about their respective billed amounts, but that she had the sense that everything was going according to plan. Regarding PC spec upgrading, Moehrke is still waiting for word from Bel-Tib and Mill Valley libraries.
 4. Correspondence-none
- B. MARINet System-wide staff meeting.
Please note that all staff must bring photo ID with them to the October 20th All-Staff day. We should receive our pre-assignment from Joan Frye Williams about ten days in advance.
- C. One Book, One Marin: Starr asked that we note that major publicity for the project should wait until January.

VII. **Announcements**

San Anselmo received a State Library grant to assist in designing and hosting their website, via Infopeople. Also, Neshama Franklin and Anne Lamott will speak at Robson House in a fundraiser for the San Anselmo Library

Sausalito is inching close to their Librarian II recruitment, now scheduled for January, probably.

Mill Valley raised the question of having materials that might be important archival records for MARINet history.

Bel-Tib held an open public meeting, facilitated by Kathy Page, to discuss their needs assessment.

MCFL distributed a document on owning vs. circ’ing library stats for fiscal 05-06. Group 4 Architects has been hired to conduct a facilities master planning process for the County Library.

The meeting was adjourned at 12:30 pm.

Anji Brenner will take the Minutes in October.

Respectfully submitted,

David Dodd