

Minutes of the MARINet Board of Directors Meeting

Meeting November 16, 2006

6 Hamilton Landing, Suite 140C, Staff room

9:30 a.m - 12:30 p.m.

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

Absent: Deborah Mazzolini

Also present: Deb Moehrke, MARINet System Administrator
Elaine Crepeau, Head of Cataloging, Belvedere-
Tiburon Library

- I. **Public Comment Period:** No public present
- II. **Introduction of any guests:** No guests present
- III. **Approval of Minutes:** Approval of the October 19, 2006 minutes with minor corrections
- IV. **Additions to the agenda:** Added "E. New Server", under "New Business."
- V. **Old Business**

A. Standing items for agenda

1. Reports from Committee Liaisons – Bib Standards met 11/2: Mary Richardson commented that Deb Moehrke's System Administrator's report provided a current update on the OCLC project and Bibliographic Standards Committee current workload in cleaning up the remaining unmatched titles. Mary emphasized that all Directors should be providing catalogers with dedicated work time to accomplish their OCLC clean-up tasks. Deb commented that April 2007 is the target deadline to complete the OCLC project.

Pub Services met 11/3: Sara Loyster reported that the Public Services Committee has established various small task forces to work on accomplishing their goals.

2. System Administrator's Report – Deb Moehrke reported on specific issues related to the renewal of MARINet's online newspaper database, ProQuest. Since MARINet's subscription will be extended one more year at the same price, **the Board agreed to explore other options. This item has been added to the Board's retreat agenda.** The Board discussed other items on Deb's report. Sara Loyster asked for clarification on the OCLC cost-sharing formula and the approximate timeframe for processing the remaining unmatched titles. Carol Starr asked Deb for a timeframe on completing the remaining translation tasks for the spanish-language interface. Deb reported on three specific issues that need to be addressed before the interface can be presented to test patrons.

3. Items of interest from the minutes – Deb reported on her investigation of Millennium's "Patron Alias" feature and provided the Board with two customized hold-slip samples. She commented that she had also sought feedback from several user groups on this feature. ***The Board decided that the sample formats would not work for the self-check out hold process.***

4. Correspondence – There was no correspondence

5. OCLC project update – The status of the OCLC project was already discussed in the System Administrator's Report. The Board discussed the potential impact of improved access to the MARINet catalog and what it means in terms of ILL workflow.

B. Feedback on MARINet System-wide staff meeting

1. Library plans for follow-up on ideas – the Board unanimously agreed that the all-day event was a success and that the feedback received from all staff who participated was very positive. The Board felt it would be beneficial to provide future workshop opportunities, perhaps every other year, but to make it a half-day event only. ***David Dodd (SRF) offered to host a half-day staff workshop in 2008.***

C. PEG committee report – David Dodd reported on the Marin Manager's Association meeting he attended. He commented that MARINet's suggestions for spending the PEG funds had been integrated into the grant proposal. He wasn't sure on what other competing proposals had been presented, however, he did make sure MARINet's request for a scanner and a podcast kit were on the list.

VI. New Business

- A. Reconsider 20 hold limit** – Carol Starr asked if the Board still wanted to keep the 20-hold limit now that the new release 2006 has fixed the problem. ***A motion was made to lift the 20 hold limit (Loyster/Dodd) and asked Deb Moehrke to send a MUD message out as soon as possible to alert staff of this change.*** Anji Brenner ask if it was possible for Mill Valley, as a single library, to remove the limit and the answer was no.
- B. LITA Forum on Web Services report** – Deb Moehrke provided the Board with highlights from the Forum she attended. She commented that most of the attendees were from academic libraries and the overwhelming message was that MARINet should be exploring the newer technologies to keep in line with what's mainstream (e.g. staff-wide blogs for FAQs; podcasting; get on MySpace, etc.). ***Carol added this recommendation to the Board's retreat agenda.***
- C. Set date of Board Retreat-** a tentative date of Feb. 7, 2007 has been set for the Board's retreat and a backup date of Thursday, Feb. 1, 2007 has been selected. ***Sara Loyster will try to book the Robson House in San Anselmo.***
- D. ProQuest renewal issues** – The Board has already discussed this agenda item in the System Administrator's Report.
- E. New Server** – **Deb** reported that there was a strong need for a new server before Innovative's Release 2007 is implemented. She stated she wanted to complete the Spanish Interface Catalog and the Online Patron Registration project before installing the new server. She stated that the approximate cost for a new server/tape drive would be in the range of \$22,250 plus tax. ***The Board made a motion (Dodd/Loyster) and signed a resolution to transfer funds from the Sinking Fund to purchase a new server.*** Anji Brenner asked Deb for a target date for implementing the Online Patron Registration service. Deb commented on the required steps that must be taken before implementation can happen.

VII. Announcements

- David Dodd (SRF) - Lionel Ashcroft, a veteran library supporter has recently passed away. San Rafael is planning a memorial tribute to Lionel on Saturday, December 2nd.
- Mary Richardson (SAU) – Sausalito Library will be recruiting for a Librarian II and a Library Assistant II position.

- Sara Loyster (SAN) – San Anselmo Library will be closed the entire Christmas week – Dec. 24th -Jan. 1st.
- Frances Gordon (LRK) – Larkspur’s City Hall/Library building is scheduling a tenting of the building for termite management and may be closed on one or two days between Dec. 22nd-Dec. 26th.
- Carol Starr (County) – The County has signed a contract with two planning consultants to implement a Facilities Master Plan.

The meeting adjourned at 11:40 am

Respectfully submitted,

Frances Gordon