

Minutes of the MARINet Board of Directors Meeting
Thursday, January 18, 2007
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

- I. **Public Comment Period:** No public present
- II. **Introduction of Guests:** No guests present
- III. **Approval of Minutes:** Minutes of the December 14, 2006 meeting were approved (Mazzolini/Richardson)
- IV. **Additions to the Agenda:** No additions to agenda were put forward. Item VI. New Business, D, transfer of interest from the Sinking Fund to the operating budget will be heard under item V. Old Business, B., preliminary budget review.
- V. **Old Business**
 - A. **Standing Items on the Agenda**
 1. **Reports from committee liaisons : Public Services:** Sara Loyster reporting. The Public Services committee has asked that the reviews and more button be moved to the individual record level instead of across the top. Mill Valley's representative to the Children's Interface Task Force will be Yolanda. It was noted by the Board of Directors that the purpose of redesigning the children's interface is to increase the functional use of the catalog by children and not just change the look and feel. The PS Task Force working to develop a procedure for last copies has posted the weeding criteria on the MARINet staff Wiki. The Board of Directors requests that the criteria come to them for final consideration. The outreach services grid is finished. The Board of Directors requests that it be sent to them for review. Public Services will send a report on the WebPacPro demo to the Board. The PS Committee discussed the future of the MARINet audio book databases, citing the low use by and inconvenience to patrons caused by the inability to download to an iPod.
 2. **System Administrator's report**

Chair asked if there were items in the report that should be discussed. Deb confirmed that the network changes would be proceeding as noted in her report. The Pickleweed staff is reviewing the Spanish Language interface and has been asked to submit corrections to Deb by the end of January.
 3. **Items of interest from the minutes.** No items to be considered.
 4. **Correspondence.** No correspondence at this time.
 5. **OCLC project update.** Deb informed the Board that the multi-records statistics were not available yet.
 - B. **Preliminary Budget Review**
 1. **FY07/08 Draft Budget discussion.** Deb distributed information on the budget as it is currently and with draft changes for next fiscal year. Over the past four

years increases to member libraries have been minimal. The contingency/ carryover funds provided operational stability in the MARINet budget. The contingency has been used and a greater increase to Libraries in the FY07/08 budget is necessary. Deb has reviewed the budget and identified possible budget. After a line-by-line item discussion and overview with Deb, the Board of Directors gave Deb further direction. The budget will be discussed at the February meeting and approved at/by the March meeting. For Libraries whose budgets need to be submitted in advance of the March approval, the budget draft presented, though approximate, can be used.

2. Sinking Fund Interest Transfer. A motion was made (Dodd, Loyster) to transfer the interest on the Sinking fund to the operating budget for use in FY07/08.

C. Finalize February Retreat Agenda

The following items will be on the Retreat Agenda:

1. Training – how to structure, effectiveness, and general issues.
2. MARINet committee structure
3. Revenue generating ideas
4. System services
 - a. Encore
 - b. System improvements
 - c. Airpac
5. Request hold fee
6. New services: philosophy

VI. New Business

A. Approve FY 07/08 cost-sharing formula

After discussion, a motion was made (Mazzolini/Dodd) to approve the cost sharing formula as presented by the System Administrator.

B. Standardize handling of lost books

The issue has been resolved and no discussion was necessary.

C. Database only patron card

Carol Starr informed the Board that Marin County would like MARINet to consider an e-Card that allows patrons to get a library card online that enables immediate use of databases and other virtual services. An FAQ from the Contra Costa County Library, where e-card services are available, was distributed. Deb informed the Board that the III online registration that MARINet is implementing can accommodate an e-card. At one point the Board had established a 30 day expiration date for online patron cards. The card would then be updated when the patron came into the Library for a traditional card. To enable e-card services the Board agreed all online registrations would be given a 3 year expiration allowing a patron to use library services online without getting a traditional card. The Board of Directors is interested in implementing this service. The Board referred the e-card service issue to the Patron Online Registration Task Force.

D. Proposal to transfer funds from the sinking fund to the operating budget. Discussed under Old Business, B. Preliminary budget review.

VII. Announcements

David Dodd, San Rafael. The Music Man will be shown at the Rafael Film Center on Wednesday, February 14, as a fundraiser for the Marin Literacy Foundation. Bids for building work are being sought.

Anji Brenner, Mill Valley. The Mill Valley Library has created an in Demand Collection of best sellers that are not holdable and circulate for seven days.

Mary Richardson, Sausalito. Interviews for the Library Assistant II position will be conducted in the next couple of weeks. The acceptance of resumes for the Librarian II positions has been extended.

Deborah Mazzolini, Belvedere-Tiburon. The library has moved its collection around, creating more space for new materials and special subject alcoves. All VHS tapes have been discarded and sold.

Sara Loyster, San Anselmo. The staff is weeding and updating the Reference Collection.

Carol Starr, Marin County Library. A facilities master plan is underway. There are open community meetings and strategic vision workshops in each of the County Libraries.

Frances Gordon, Larkspur. No news at this time.

The meeting was adjourned at 12:25. The next meeting is the retreat, scheduled for February 5, 11:00 AM, San Anselmo.

Respectively submitted,
Deborah Mazzolini