

**Minutes of the MARINet Board of Directors Meeting
Thursday, June 19, 2008
Belvedere-Tiburon City Hall**

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

Also Present: Scott Bauer (MCFL)
Deb Moehrke, MARINet System Administrator

- I. **Public Comment Period** – no public present
- II. **Introduction of guests** –no guests
- III. **Approval of Minutes** – Minutes from the May 8 and May 15, 2008 meetings were approved with a correction. (Mazzolini/Loyster)
- IV. **Issues for future agendas** –There were none
- V. **Old Business**

A. Finalize FY 08/ 09 Committee Goals

The Board approved the following goals for its two committees:

Circulation Standards Committee 2008-09 Goals

- 1) **Look for more ways to standardize procedures by looking at inconsistent practices and reviewing the procedures manual.**
- 2) **Make recommendations on implementing green practices and find ways to use less paper, ink, energy, etc.**
- 3) **Update procedures for handling MARINet server problems on evenings and weekends.**
- 4) **Identify current practices for processing visitor library cards and standardize procedures if possible.**

Bibliographic Standards Committee 2008-09 Goals

1. **Clean up non-standard item call numbers: e.g. multiple call numbers, mistakes, and obsolete call numbers.**
2. **Synchronize item call numbers with SCAT Table so information can be used for collection development.**
3. **Support implementation of AquaBrowser by addressing data inconsistency issues that will be more visible with the launch of the discovery tool.**
4. **Increase the number of records that have subject headings to improve the overall quality of records. (Improve quality of bib records coded A or C by importing full OCLC records.)**

- B. Joint Cities / County All Staff meeting on October 31st (half day).** *Gail and Sara will work on ideas for a program.* The Board will decide next month if we will have the program.
- C. Legal Opinion on Committees and the Brown Act.** Basically, the answer from the County Counsel was that our two committees are subject to the Brown Act and therefore need to continue to formally post agendas and Minutes. Task forces formed by the committees or Board are not subject to the Brown Act.
- D. Report on Dominican task force progress**
- 1) **Discuss draft contract** – additions and corrections were made. *Deb Moehrke and David Dodd will make the changes in the contract. The contract will then be sent to the County Counsel to review.* Basically, the contract says that as an affiliate member, Dominican is encouraged to attend Board meetings and participate on committees, but it is not a voting member. If the Board makes a financial decision that results in more a 15 % increase for them, they can negotiate for a separate level of service. The contract is for 3 years to be renewed annually thereafter. They'll be paying 3% of the overall MARINet budget.
 - 2) **We haven't hear yet either way from the Marin Community Foundation with regard to funding.**
 - 3) **The Board did a straw poll- The entire Board present was in favor of proceeding with the contract with Dominican.**

E. Implementation of 360 Search and Aqua Browser
360 Search

Implementation of 360 for MARINet (and City Libraries with their own databases) is in process. Some elements can easily be changed if we don't like the way it looks. It will go live 6-8 weeks after Deb submits the paperwork. During this period staff will get trained. The libraries with their own databases can go live any time after that. The contract is from May 1, 2008 – June 2013.

Aquabrowser

Aquabrowser will cost \$64,313 plus \$8,500 to turn on all Syndetics Ice features (total \$72, 813). The annual maintenance will be \$10,363 per year (*Deb will check if maintenance kicks in next year or the following year*). *The Board directed Deb to begin negotiating with Aquabrowser.* Aquabrowser will go live 90 days after we sign the contract with them.

The Board appointed a task force for implementing Aquabrowser-Michelle Hampshire,, Jacki Schafer, a cataloger and reference person from the County Library (TBD), and a representative from San Rafael Library.

VI. New Business

A. RSS Incoming feeds- The Board decided to take this off the agenda for now.

B. MARINet workflow study

Deb Moehrke, Debbie Mazzolini, and David Dodd will start drafting an RFQ

C. New Officers of the Board

The Board approved the following (Mazzolini/Richardson)

2008-09 Chair- Frances Gordon

Vice Chair- Anji Brenner

Committee Liaisons were named:

Circulation Standards Committee – Sara Loyster

Bibliographic Standards Committee – Gail Haar (unconf.)

D. Budget Resolutions

The Board approved the following 3 resolutions

(Mazzolini/Loyster)

- 1. Transfer \$2,250 from 700906178021000 into the MARINet sinking fund (surcharges for user's licenses)*
- 2. Transfer \$6,332.50 from sinking fund into the appropriate line(s) in the MARINet operating budget to cover the payment made 2/9/08 for Edifact Electronic*
- 3. Transfer \$179,331 from sinking fund into the appropriate line(s) in the MARINet operating budget to pay the license fee to Califa for 360 Search.*

E. Open Source software options

NBC is considering this as a solution to its resource sharing problem. Evergreen and Koha are two possibilities.

VIII. Standing Items for agenda

a. Report from Committee liaisons

Bibliographic Standards Committee –Brenner reported that the Committee completed most of its 2007-08 Goals (except a problematic one to do with foreign language cataloging).

Public Services Committee-Mazzolini reported that several of the committee members were sorry this committee has been transformed into task forces as needed. They said they would miss the MARINet report from Deb so it was suggested they should implement a virtual forum.

b. System Administrator's report

Innovative said we can continue to use the telnet access (for SuperSearch) if we pay \$4,500 per year. This will give us 6 months to consider whether we'll continue with SuperSearch.

The Board approved paying the \$4,500 annually to Innovative. (Loyster/Bauer) . Deb will also continue to agitate for INSIP (alternative to telnet for SuperSearch).

c. Correspondence- none

IX. Announcements

Mill Valley has office dividers and stacking chairs to sell.

The meeting was adjourned at 12:35 pm.

Respectfully submitted,
Mary Richardson

MINUTES TAKERS

2008-09

July-San Anselmo

August-San Rafael

September-Belvedere-Tiburon

October-Mill Valley

November-MCFL

December-Sausalito

January-San Anselmo

February-San Rafael

March-Mill Valley

April-MCFL

May-Sausalito

June-San Anselmo