

**Minutes of the MARINet Board of Directors Meeting**  
**Thursday, July 17th, 2008**  
**6 Hamilton Landing, Suite 14C, Staff Room**  
**Novato, California**

**Board Members Present: Frances Gordon, Chair**

**Gail Haar**  
**Anji Brenner**  
**Debbie Mazzolini**  
**Sara Loyster**  
**Mary Richardson**  
**David Dodd**

**Also Present: Deb Moehrke, MARINet System Administrator**

- I. Public Comment Period** – No public present
- II. Introduction of any guests** – No guests
- III. Approval of Minutes** - Minutes from the June 19, 2008 meeting were approved as corrected (Loyster/Mazzolini).
- IV. Issues for Future Agenda**

The Board identified the following agenda items:

  - Potential workflow consulting
  - Gale / EBSCO decision
  - Brown Act discussion re: committees
- V. Old Business**
  - A. Report On All-Staff Meeting Task Force Progress**

Gail Haar indicated that MCFL would be utilizing their library all-staff meeting, which was the identified potential date for an all-MARINet staff meeting, as a kickoff for a grant they have received on using volunteers, but that she would be happy to open up the meeting to anyone within MARINet who wished to attend. Some libraries indicated they could send some, or all of their staff to this meeting, and the thought was that we could announce this as “open to all MARINet staff.” Time would be left for networking, mostly during lunch, and MCFL would pay for everything except for lunch.
  - B. Update on Dominican Progress**

The draft contract has gone to County Counsel for review as of last week. Moehrke will also forward a copy of the current draft to Gary Gorka at the Dominican Library so he can begin to go over it with his administration. Dodd reported that he had heard from Don Jen at the Marin Community

Foundation, and that they would be potentially opening their grant process this coming October or November.

### **C. Aquabrowser Update**

A resolution for Board signature allocating the funds for the purchase of Aquabrowser and associated new server was signed.

The contract needs to go to the County Counsel.

A question about the pricing of customization for skins for Aquabrowser brought the answer of \$5000 per skin, but Moehrke noted that some level of customization comes with the product.

A discussion of the need for a task force to consider Aquabrowser implementation issues, such as how best to integrate the 360Search product, led to a decision that we will appoint a task force at our next meeting. The group would include staff from Adult Reference, Children's Services, and Bib Standards, as well as staff with design expertise.

**Directors will bring names of potential Aquabrowser Task Force members to the next MARINet Board meeting.** Dodd stated that he would be willing to serve as Board representative for this task force.

### **D. Revised Resolution for 360Search Purchase**

Moehrke brought an amended resolution, which the Board signed, indicating that we would revise our budget to accord with the expenditure for 360Search.

## **VII. New Business**

### **A. Review Committee Reports to the Board for FY 07/08 Goals**

1. Circulation Standards. Report stated accomplishments regarding the reduction of jargon for better customer service, and good progress towards our goals for email delivery of notices.
2. Bibliographic Standards: The committee has made significant accomplishments in dealing with scheduling of regular database maintenance; cataloging standards; and cleanup of initial articles for non-English-language materials. Some discussion ensued around the need for a review of the calendaring of tasks in circulation and public service areas, such as dealing with missing, lost & paid, and other status materials.
3. Public Services Committee: Discussion of the method by which we will appoint task forces to carry out specific work in the future which in the past was given to Public Services. For instance, we will need a task force to carry out the goal around improving the FAQs. **We will put this on the September agenda.**

### **B. Resolution to Appoint Fiscal Agent**

The Board signed a resolution appointing Marin County as the fiscal agent for MARINet.

### **C. Plans for Publicity for 360Search**

Haar indicated that MCFL in-house staff might be available to work on publicizing the implementation of 360Search MARINet-wide. Brenner

will speak with a PR professional she works with to get some idea as to cost for some basic work.

#### **D. Libraries to Include on “Other Resources” Page**

Loyster asked about the possibility of including other area libraries, such as Berkeley Public, Oakland Public, and Sonoma State, as examples, on the page where we link to other libraries patrons might wish to search. This was thought to be a good idea, and the go-ahead was given. **Directors should send Moehrke the URLs for library catalogs they would like to see included.**

### **VIII. Standing items for Agenda**

#### **A. Reports from Committee Liaisons**

**Circulation Standards:** The committee discussed the idea of having training opportunities at their meetings, as is done by Bib Standards. They’ll come up with some proposed topics for trainings. Discussion about eTerm at the committee meeting led to a decision that Moehrke will send a MUD message reinforcing that staff should *not* place holds in eTerm. It was pointed out that patrons may be placing holds in eTerm if we still offer the telnet interface in our libraries, and Moehrke stated that she would put a message on the menu screen asking people not to do so.

#### **B. System Administrator’s Report:**

Moehrke indicated that the Board would need to decide on their plan for making a decision on the EBSCO or Gale question. **At the next Board meeting, a summary of the feedback from the surveys will be presented, and the Board will make a decision.** Moehrke will also use Serials Solution to get a comparison between the periodicals available from the two vendors.

**Moehrke will also update the “What’s New” page on the catalog.**

**C. Correspondence** – there was no correspondence

### **VIV. Announcements**

Sausalito is looking for recommendations for Assisted Listening Devices. Mill Valley has three or four vacancies.

MCFL has two vacancies. Pat Harper will be retiring on or about October 1. They are reorganizing their collection development procedures, and are about to order the Floating Collections module.

San Anselmo: staff member Renee got a Eureka Leadership grant.

Loyster is doing a field poll in September to get a sense of community support for a library tax measure, looking towards a possible Spring 2009 ballot measure.

The meeting was adjourned at 11:50. The next meeting is scheduled for August 21 at Larkspur Library.

Respectfully submitted,  
David Dodd