

**MARINet Board
Meeting Minutes
November 21, 2013
Civic Center Room 410B, San Rafael, CA
9am-noon**

Present: Deb Moehrke (MARINet), Sara Jones (Marin County), Gary Gorka (Dominican University), Linda Kenton (San Anselmo), Abbot Chambers (Sausalito), Sarah Houghton (San Rafael), Frances Gordon (Larkspur), Debbie Mazzolini (Belvedere-Tiburon), Anji Brenner (Mill Valley), John Erdmann (College of Marin)

Meeting was called to order at 9:04am

Absent: None

I. Public Comment Period

None

II. Introduction of Guests

None

III. Approval of Minutes from October 17, 2013 meeting

Minutes were unanimously approved on a motion from Kenton and a second from Brenner

IV. Old Business

1. Progress on SWOT initiatives

- eBooks (Houghton) – OverDrive’s physical eBook kiosks are in pilot libraries currently including LAPL. Recommendation is to wait. There is no status report on Enki.
- Expertise Sharing (Gordon) – Grids of different types of expertise will be posted on Thurston.
- Marketing (Jones) – MCFL will be rolling out a Libraries Change Lives petition to the public and is ready to work on 3M marketing when it launches for all of MARINet.
- Regional System (Kenton) – Kenton will continue to work to schedule a meeting with BALIS representatives, possibly in January
- Cataloging Tasks (Mazzolini) – Mazzolini proposed the addition of a 15 hour library technical assistant position to MARINet staff. This position would complete routine work and new catalog maintenance tasks (authority control, headings reports, database clean-up) would be completed by Connie, an existing MARINet employee. On a motion from Mazzolini and a second from Jones, the Board unanimously voted to allocate funds for this position from the sinking fund for the remainder of the fiscal year and to examine the impact of the position when budgeting for next fiscal year.
- Link+ (Brenner) – no report
- Academic Collaboration (Gorka) – The academic eBook vendors are still considering how/if to contract with the MARINet consortium as they do with academic libraries.
- Mobile (Chambers) – no report

2. E-Book spending plan

- The Board discussed allocating \$50,000 from the sinking fund this year to build up the initial 3M collection, to distribute those funds per the cost-sharing formula, expend them as soon as possible, and establish an eBooks working group to address consortial eBooks issues as a whole, but specifically for 3M to determine centralized or decentralized selection, holds, and patron-driven selection.

- The above proposal was unanimously approved on a motion from Houghton and a second from Mazzolini.
3. Project to improve SCAT tables
 - Moehrke re-distributed the SCAT table clean-up proposal from III and the SCAT table summary. A motion made by Brenner and seconded by Kenton was unanimously approved to allocate \$6,300 of the existing MARINet budget to contract with III for the proposed services.
 4. Implementing language preference feature in Sierra
 - This project will add a field to the patron record to indicate an optional Spanish language preference. The change has to be made by staff in Sierra (cannot be done by patrons through the web interface). This will change overdue, holds, pick-ups, and possibly date-due notices into Spanish for that patron. The Pickleweed Library staff has volunteered to do the required translation of the notices' text.
 - The above proposal was unanimously approved on a motion from Mazzolini and a second from Jones.

V. New Business

1. January Retreat plans
 - The retreat could be used to plan for future staffing needs for MARINet. We will plan to meet for an all-day retreat January 30th at the fire station in Sausalito. Jones will ask Liz Paris to attend the December MARINet Board meeting, when more retreat planning will be completed.
2. DVD theft strategy
 - The San Rafael Downtown Library is experiencing a 100% loss rate of DVDs due to theft. Numerous options have been explored but none are feasible. Houghton proposed altering the library's collection practices to focus on non-high-theft-risk DVDs, such as educational, non-fiction, documentary, and BBC DVDs temporarily with a re-assessment in the Spring. The Board informally endorsed this change.
3. Other non-action items: None

VI. Standing Items

1. System Administrator's Report
 - Sierra Version 1.1.3 – There have been numerous problem reports with the latest version of Sierra. The two primary problems are reports of double payments in Encore and problems with the locations facet display in Encore.
 - Content Pro – The Content Pro taskforce decided to call the collection “Marin Libraries’ Digital Collection.” Two small collections from the County Library’s California Room will be used as the pilot.
 - Front line support service for Overdrive – this service is available for a fee. We may be able to contract for this for \$6,000 a year. Deb has asked for more details.
 - 3M Cloud – This project is progressing. The version of Encore we need to display title availability for both 3M and Overdrive is scheduled for release very soon. Implementation will occur after Dan McMahon’s return to work in early December.
2. Correspondence: None
3. Topics for Future Agenda
 - SWOT progress, January retreat planning, eBook working group report, 3M status update

VII. Announcements

- San Rafael – The new Assistant Director has started. The Library Foundation conducted a future visioning session about building a new library. \$106,000 in library-designated funds was unexpectedly discovered which the library will make use of.
- College of Marin – The Board of Directors has shifted somewhat due to the recent election. The Board also approved the Library Director position which will be hired for in January. The Library is updating its computer use policy.
- County – The County Library is researching the renewal of the parcel tax to go to election in June 2014. The Library is examining a piece of property from the Novato Unified School District as a possible new library site. They are beginning a strategic planning process. The Library has hired 4 positions with 17 in progress.
- San Anselmo – The San Anselmo Library is also researching the renewal of the parcel tax to go to election in June 2014. Their Tunstead Live event was a huge success and they're planning for a chocolate tasting and history program next time.
- Belvedere-Tiburon – The Library is re-doing its website, currently processing responses to their RFP. A silent auction is coming up at their bookstore, as is the Teddy Bear Tea in December.
- Mill Valley – Two staff are leaving the library and recruitments will open soon. The First Friday in November program featured the CEO of MAKE Magazine and was not only very popular but has resulted in the library planning to increase maker programs.
- Dominican – Gorka has been appointed to two university committees—the University Planning Steering Committee and the Space Planning Taskforce. The Library's Information Literacy Program was also recently reviewed and the staff are processing the recommendations made in the final report.
- Sausalito – The Friends and Foundation in Sausalito may be merging. Staff also held a morning brainstorm session on ideas for the coming year.

The meeting was adjourned at 11:48am.