

**Minutes for MARINet Board of Directors Meeting
March 28, 2013
Parks Conference Room, #260, Civic Center Bldg.**

Present

Gail Haar, , Marin County Free Library
Abbot Chambers, Sausalito Public Library
Frances Gordon, Larkspur Public Library
Debbie Mazzolini, Belvedere-Tiburon Library
Sarah Houghton, San Rafael Public Library
Gary Gorka, Dominican University Library
Linda Kenton, San Anselmo Library
Deb Moehrke, System Administrator
Scott Bauer, Marin County Free Library

I. Public Comment Period

There was none

II. Introduction of any Guests

Brent Ainsworth (Marin County)

III. Approval of the Minutes from February 21, 2013

Approved m/Gary/Abbot 2nd

IV. Old Business

A. SWOT Analysis next steps

A document was handed out (“SWOT Next Steps”) outlining an Action Plan for the Board, along with Project Areas that each Board member could work on. Abbot provided a general explanation of the plan. The Board members made their choices and agreed that **this topic would be on next month’s agenda**. There were 8 topics:

1. Marketing – Scott (Marketing)
2. Catalog and Link+ - Anji (Ease of Access)
3. E-Books (monster) – Sarah
4. Collaboration – Frances (forward motion)
5. Mobile Access – Abbot (Ease of Access/Marketing)
6. Consortia – Linda (Forward Motion)
7. Academic Libraries – Gary (Forward Motion/Marketing)
8. MARINet – Debbie (Forward Motion)

B. COM (College of Marin) Update –

Deb updated the Board on where COM was in the membership process - Marinet is still working on their contract and has received a letter of intent from COM. She stated that she is still evaluating technical issues of integrating their records into the MARINet Catalog. Deb asked if any Board Members would sit on the meeting, **Gary volunteered to be at the next meeting with COM.**

C. System-wide theft using fake ID –

Deb ran an extensive report to evaluate potential patron theft. The results turned up approximately 8 patrons with bad addresses. She does not feel that the participating libraries have a major problem with potential thieves, however, theft will always be a problem. The current checkout limits should help limit the damage. She is not sure if new policies need to be developed. The Board discussed the issue, but made no decisions of what to do next.

D. Freezing holds decision

Deb reported on a new function that manages a patron's personal hold queue by allowing patrons to freeze their holds in "My MARINet". She handed out a document that demonstrated the two alternatives. She mentioned the "Frozen Holds" functionality is not at all clear for staff in Sierra. **A motion was made to implement this new feature M/Gail/2nd Sarah. The next step will be that Dan sends out a MUD message upon implementation.**

V. New Business

A. Courier Service Renewal –

Deb asked the Board if they wanted to renew their delivery contract with Modern Express Courier. She reported there will be about a 60% increase next year's annual fee. The Board agreed to renew their contract and absorb the cost increase - **M/Anji/2nd/Linda. Anji recommended a multi-year contract and Gail recommended a plan B (CPI increase, or just a one-year contract).**

B. NorthNet Membership –

The Board discussed their options of belonging to a consortium, either NorthNet or another group. Some of the member libraries have decided to pay their annual membership fee for one more year. Abbot mentioned some obligation to fund NorthNet's PERS contract.

C. Database Maintenance/Catalog Tasks-

Deb expressed her concern over the loss of a highly skilled and knowledgeable cataloger from the BIB Standards Committee. With Elaine from BET leaving, she is wondering whether this would be the time to look again at having cataloging expertise on the MARINet staff. A MARINet Cataloger that could provide original cataloging & authority control; load records for e-resources, perform the database maintenance tasks currently done by other MARINet staff and provide cataloging support and expertise for the members without trained catalogers. The group discussed ideas to support

MARINet's cataloging needs. **Debbie & Deb will write up a job description for the cataloging needs of maintaining the integrity of the catalog.**

D. California Library Director's Report –

Various Board members who attended the conference in Sacramento (Anji, Linda, Sarah, Abbot) reported on the highlights of the conference.

E. Public Library Director's Symposium Report –

Various Board members who attended the 2013 Library Director's Symposium in SF, sponsored by Innovative Interfaces, reported on the program's highlights. Anji reported she liked the speakers, especially a new visionary speaker from Innovative who seems to be steering Innovative in a new direction. Deb reported she learned new information for System Administrators, along with current issues for consortia.

F. Eliminate name in authentication –

Linda spoke about the Database Working Group's recommendation of eliminating the required "patron name" when logging in to use the online databases. The group wanted patron access to be easier. Deb handed out a document on a new feature showing logging in without the name being required and explained the inner workings and advantages of using an alternate ID instead of the barcode. **MARINet will test this new feature and try to work out any bugs. Deb will report any updates at the next board meeting. She will put out a MUD mention about this new feature when appropriate.**

G. Other non-action items –

Linda reported on a Sierra problem – there seems to be a significant lag time on the status of items; Debbie asked about the upcoming IUG 2013 Conference in San Francisco (April 23rd - 26th).

VI. Standing Items for the Agenda

A. System Administrator's Report –

Deb mentioned she did not get much of a response from library staff who were supposed to send in their votes on Sierra enhancements. She said she received good feedback on Dan's training (training included: AirPac, & Encore Mobil and Volume Holds).

B. Correspondence –

Deb received a letter (dated March 19th) from the College of Marin confirming their acceptance into the MARINet Consortium. The letter provided basic information – enrollment numbers; annual circulation statistics, etc.

C. Topics for Future Agenda

- Method for entering databases that are not shared
- SWOT Updates
- Deb's report on alternate ID implementation
- College of Marin update

- Update on Modern Express delivery contract

VII. Announcements

Anji - showed a video of a unique dance performance and talk about other library events;

Gail – gave an update on recruitment for her position; Novato Library will re-open on April 1st.

Gary - reported on One Book, One Marin event; Dominican is celebrating its 50th anniversary on April 25th at 4pm.

Abbot - Sausalito Library has survived its remodel and is now open.

Debbie - Elaine is retiring; BET had a wonderful children's program put on by actors from the Marin Theater Company.

Sarah - Recruitment for an Assistant Library Director is finishing and an appointment will be made soon; The Library Board of Trustees has an opening; SRF has finally moved to single staffing;

Deb- reported on KickStart a fundraising site that some libraries are using. She highlighted one library that used it to support children's summer programming with a literary theme.

Linda – San Anselmo finally installed a curbside book drop; they are having their 10th annual poetry event; the building next door to the library has finally been torn down.

Respectfully submitted by Frances Gordon