Board Members Present:
Carol Starr, Marin County Free Library
Vaughn Stratford, San Rafael Public Library
Frances Gordon, Larkspur Library
Deborah Mazzolini, Belvedere-Tiburon Library
Cathy Blumberg, Mill Valley Public Library
Mary Richardson, Sausalito Public Library

Also Attending:
Deb Moehrke, MARINet System Administrator

The meeting was called to order at 9:00 by Board President, Carol Starr. It was noted that Committee Reports should be a standing item on the agenda.

I.   **Public Comment Period:** No public present
II.   **Introduction of guests:** None
III.   **Approval of Minutes:** The Minutes of the September 20, 2001 meeting were approved. M/Stratford S/Blumberg, all in favor.
IV.   **Announcements:**
- It was noted that San Anselmo Library received a $3,000 retro conversion grant from the State to hire staff to upgrade their records. We were all encouraged to apply since the grant period has been extended.
- Marin Nexus Center dedication today. This center is a recent merger of The Marin Council of Agencies and the Volunteer Center of Marin. They are in the old Volunteer Center Building (650 Las Galinas Ave). They have information on volunteers and grants for non-profits. They have a small library with 4 computers and software on grants.
- Bolinas Library will be closed until November 16.
- Marilyn Simons will be working part-time as a Children's Librarian at Corte Madera.
- Sara Houghton will begin on January 7 as the Electronic Services Librarian for Marin County Free Library.
- Sausalito has a new Technology Manager, Rhett Redelings.

V.   **Old Business:**
a. Bib Standards Committee Goals- Debbie Mazzolini noted that the committee would like to add a final sentence to their charge: *"The committee will help implement Innovative products that will enhance the MARINet catalog".*
They also further clarified their goal of reducing poor quality records by stating that they will reduce them by 2% (about 6,000 records) over the next year. This goals will be supported by all member libraries.
M/Mazzolini S/Stratford to add the sentence to their charge. All in favor.
Debbie also noted that the committee elected Catherine Wright as their Vice Chair.

(cont'd)

b. Patron API Overview-The MARINet office now has the capability to support authentication. Once the interested member libraries set up EZ Proxy at their end and have unique IPs then they can provide authentication for their patrons to remote and in-house databases. It was also noted that EZ proxy may have problems with sites that heavily use JAVA script. It was suggested we call other libraries using EZ Proxy to see which databases they access and if they have any problems. Deb said Scott sent us each a chart with our new unique IPs on it.

c. Millennium Quote-Where do we go from here?
The Board voted on a resolution stating that MARINet appropriate $98,240 (plus tax) from the Sinking Fund to pay for Millennium System Expansion. M/Mazzolini S/Stratford, all in favor. Deb Moehrke was authorized to proceed with the purchase. Before this resolution becomes final we need a)San Anselmo's vote and b)we all need to sign the resolution (at our next meeting).

d. System Administrator's Report- Deb asked the Board how many more circ staff needed MilCirc training and determined that the upcoming workshops on October 22, November 5 and 19 could accommodate everyone. There will be training sessions for reference staff in December.
Deb asked how the rollout for MilCirc was proceeding at each library. Most libraries have it on a backroom terminal. Deb noted not to use it at circ desks yet since printing hasn't yet been configured. Mill Valley said they hope to fully implement MilCirc the week after Christmas when it's quieter in the library. The other City libraries liked this timing and may also start up around then. The County libraries will come up two a week beginnning on November 19 and should all be up around mid-December.
Deb shared a draft of the MARINet User Discussion (MUD) list and the Board discussed its scope and agreed on Deb's list of topics open for discussion. It was suggested that it be noted somewhere in the message that it's for CIRC/REF/etc. since the discussion list is open to all. Deb said she'll get the word out about MUD.

e. Contract for Library Online (time-out) software- Deb is working on a MARINet contract with SRI. SRI is ok with their briefer version (basically a letter of agreement) of the contract but Deb thinks we should have a more detailed contract that includes a section on ongoing software support and makes the SRI letter of agreement Exhibit A. We won't be implementing the software until January 2002. The Board was asked to read over the draft and send changes to Deb by Tuesday, October 23. The Board then approved a resolution for Deb to proceed with the contract (to include a section on ongoing software support). M/Blumberg S/ Mazzolini. All in favor (pending County Counsel review)

f. Committee Reports- Nothing of note to report

VI. New Business

a. Use of birthdate field in patron record- With Release 2001 we have the capability to use the birthdate field. Using it will enable us to get a more accurate age breakdown of our patrons that could help in many ways (grants, statistical reports, updating children's cards to adult cards, etc.) The Board like the idea and asked that it be reviewed by the Circ Committee and County Counsel before they make a decision.

b. <u>Direct Mailing of bills for patrons</u>-Deb suggested a new, more streamlined way of notifying patrons of overdues, staff checking the shelf and bills being sent. She proposed that we sent one overdue notice to the patron then one notice sent to staff printed one week before the bill. Staff would get a list (sorted by Call number) and check the shelf. If found the book would get checked in. If not a bill would be generated. The Circulation Committee approves of this idea. The Board also supported the new method and instructed Deb to proceed with implementing it.

c. <u>GGLN Technology Committee representation</u>- The Board instructed Deb to attend the GGLN Technology Committee meetings on behalf of MARINet.

The meeting was adjourned at 11:05 a.m.

Minutes by Mary Richardson