

MARINet Board Minutes

Meeting March 19, 2009
6 Hamilton Landing, Suite 140C, Staff room
9:30 a.m. - 12:30 p.m.

Board Members Present: Frances Gordon, Chair, Larkspur
Debbie Mazzolini, Belvedere-Tiburon
Anji Brenner, Mill Valley
David Dodd, San Rafael
Sara Loyster, San Anselmo
Gail Haar, Marin County Free Library
Mary Richardson, Sausalito

Also Present: Deb Moehrke, MARINet System Administrator

Deb Moehrke said the urgency issue was needed to change the agenda and make Lori Ayre's needs assessment discussion a closed session (old business A). Add E: Base level services and possible fees for extended services. Motion approved to change discussion of needs assessment to closed session and add additional agenda item (GH/DD).

I. Public Comment Period. No one from the public was present.

II. Introduction of Guests. No guests were present.

III. Approval of minutes: Minutes from the 2/19/09 Board meeting and Retreat were approved with minor corrections. GH/DD

IV. Issues for future agenda: revisit committee structure if not sufficiently addressed at current meeting.

V. Old Business:

A. Board discussed Need's Assessment Report in closed session.

Back in open session, the Board asked Deb to move forward immediately with the following two actions: 1. Hire a contractor to implement AquaBrowser and 360 as soon as possible. 2. Work with Edna to get an appointment with Human Resources to start the recruitment process for Phil's vacant position. Find a matching classification based on p.27 of Lori's report, *Fill Current Position*.

B. Adoption of FY 09/10 budget: Deb Moehrke presented two versions: 3% and 5% contingency scenarios, and salary savings scenarios dependent on Phil's vacant position and how much additional consulting help we are using. We could also control the amount of funds available at the end of the year by whether or not the Board chose to transfer money out of sinking fund to pay for ecommerce for Express lane, review files, and the Millennium scheduler program just purchased.

Scenario 1: 3% contingency budget: (decreased) not very many things come up unexpectedly. This year we didn't spend any money from our contingency fund. Moehrke thinks it safe. We would be collecting 7K less than last year.

Scenario 2: 5% contingency: (Flat) we would be spending \$122 more than last year. This would allow more of a cushion. The budget would be less tight - it assumes more money carried forward.

Motion to approve 3% contingency (DD/FG) was approved. The Board asked Deb to rerun the formulas in the spreadsheets to confirm the accuracy for the 3% and 5% scenarios. Final budget approval is contingent upon verifying the accuracy of the numbers.

C. Projects Update:

1. Aqua Browser: we have an Aqua Browser site. They have not yet fully incorporated our requested changes so it is not yet a working site. What is in place is a standard Aqua Browser display. The task force is able to look at it and work on it over the next several weeks.

2. 360Search implementation. Nothing to report.

3. Ingram MyiLibrary collection: Deb feels that so far the selection has not reflected a focus on best-seller's collection. Deborah Mazzolini said her staff had previously reviewed the list and was excited by the collection.

a. Discuss plans for Overdrive collection: There was a motion to discontinue and notify Overdrive of the decision (AB/MR). Motion passed with GH abstaining.

D. Shared databases and pricing: Deb spoke with Joe Cochrane about doing some work for MARINet re: negotiating contracts with database vendors. Board appointed a database taskforce to: evaluate current selection of databases also considering consolidation opportunities (databases owned by individual libraries) and make recommendations by end of June for 09/10. Send name of representative jgarrett@bel-tib-lib.org and copy Deb Moehrke.

E. Base Level Services: Debbie Mazzolini presented some ideas for thinking about base level services, fee structures, etc. to help us establish priorities down the road. She took some ideas from Lori's report about what the MARINet Office is currently doing and also referred to text from the JPA. Due to time constraints, the Board could do little more than start a discussion. Debbie and Mary will start work and will discuss at next month's meeting with the idea of establishing a larger committee next month to address this issue.

VI. Standing Items for Agenda:

A. Both reports from Committee Liaisons (Bib Standards met 2/26; Circulation Standards met 3/12) were postponed until the next meeting.

B. System's Administrator Report

C. Correspondence: there was no correspondence.

VII. New Business:

A. Resolution to transfer funds from Sinking Fund for purchases: Resolution to: Transfer money (DM/AB) approved. The MARINet Board directs the MARINet staff to

transfer \$19,402.50 from the sinking fund into the MARINet operating budget and to increase the appropriations in GL account by a like amount to cover the payment made in March 2009.

B. Fine Free Week: County is going to do a fine free week April 12th -18th starting that Sunday. They will announce three weeks prior. Other libraries were unsure about what they would do.

C. Discuss Board goals for FY 09/10 (come next month prepared to discuss)

VIII. Announcements: No Announcements

Respectfully submitted,
Anji Brenner