

MARINet Board Minutes

Meeting August 20, 2009
Larkspur Library, City Hall Meeting Room
9:00 am – 12:00 pm

Present:

Anji Brenner, Chair	Mill Valley Library
Frances Gordon	Larkspur Library
David Dodd,	San Rafael Library
Gail Haar	Marin County Library
Renee Hayes	San Anselmo Library
Deborah Mazzolini	Belvedere-Tiburon Library
Deborah Moehrke	MARINet System Administrator

Absent:

Mary Richardson,	Sausalito Public Library
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I. Public Comment Period
No public in attendance.

II. Introduction of Guests
No guests present.

III. Approval of Minutes
A motion was made (Dodd,Haar) to approve the minutes. The vote was unanimous.

IV. Issues for Agenda
Add to the agenda under New Business, E, publicity for Supersearch.

V. Old business

A. Update on Personnel Vacancy Current information is included in the System Administrator's report. In summary, Deb is waiting for Union approval of the position. The position will then be advertised and posted. Frances queried for recent jobs and has suggestions for places to announce the position.

B. MyiLibrary Update and Selection of go-live date
Some annoyances have been fixed though Deb needs to contact Ingram about one issue. Deb reviewed a handout summarizing the status of issues with MyiLibrary. After discussion, the Board agreed to activate on Tuesday, September 8. MARINet has the MARC records from OCLC. There are 594 titles now available that are being shared with PLS, Sacramento, and other systems. There is money set aside for future title purchases. **A Mud message will be sent out by Deb.**

C. AquaBrowser Demo: David

David gave a demo of AquaBrowser to the Board which was informative and appreciated. He thanked the members of the task force for their hard work. Training sessions for Library staff have begun this week. The task force will take feed back from staff over time and monitor success and issues that arise.

D. Additional data needed for State Report

Frances Gordon asked about what numbers to use for catalog records, database use, and relative costs for the State report. Deb suggested that the database count to include would be fifteen for those databases paid through MARINet. Libraries with separate databases would establish their own figure. Deb calculated each library's proportionate cost of MARINet database which she distributed as a handout. She will provide this number at the end of each fiscal year.

E. Revisit committee structure

David distributed the report of March 2008 from the ad hoc Task Force on MARINet Committee structure. Formalizing and finalizing the committee structure of MARINet is a goal this year for the Board. Questions from the Board included, Where does the work that is needed get done and who calls for it? What are our other options for communication, including Thurston, Mud? Do we need standing committees that are regulated by the Brown Act, or should the Board rely more on task forces appointed for specific projects? Some of the success of the AquaBrowser task force was that they had MARINet staff and consultant support. The Board had discussed forming an operational committee. Is the operational committee actually the Board of Directors? **The Board decided to discuss this at the next meeting and draft a survey to gather information and ideas.**

F. Technology problems flowchart

How should the Board proceed on this? Gail pointed out that procedures in place for many MARINet libraries has been collected and is available on Thurston. The County has an emergency backup on the weekends and other library staff could call that person. The Board asked that in-library trouble shooting process that are currently in place be reviewed and report back at the next meeting.

G. Adoption of Final Committee Goals

A motion was made (Mazzolini/Dodd) to approve the FY2010 goals as worded in the report submitted by Deb for the Circulation Standards Committee and the Bibliographic Standards Committee. All voted in favor.

H. Board Liaison Responsibilities

The Board reviewed the role of liaisons to MARINet Committees as submitted. It was suggested that the document be included in the MARINet manual and be distributed to committee chairs at the September meeting. Anji addressed the relationship of the Board to special task forces that are formed and reviewed the form that should be filled out that clarifies the directive, charge, and deliverable. The Board member who is the liaison to the task force would take on the responsibility to fill out the form.

I. Database update, Biography Resource Center Commitment.

Joan Garrett has been working with Joe Cochran at NorthNet on this contract. Joe is starting negotiations and believes that Gale is willing to deal for a MARINet wide price. If Joe negotiates a price that can be absorbed within the approved budget, the Board has agreed that Deb should go ahead and purchase. The general goal for the year is to explore consortium purchases and fold databases into MARINet. This is a first step.

VI. Standing items for Agenda

A. Reports from Committee Liaisons Bibliographic Standards met.

David reported that the committee discussed goals for FY2010 and that they are doing good work cleaning up a very complicated scat tables.

B. System Administrator's Report

Deb further updated the Board on status of MyILibrary. Frances asked how Deb was doing on limited staff. Hanging in there, though there is stress. Anji thanked Deb for her hard work and for keeping MARINet operating successfully with reduced staff.

C. AquaBrowser and 360 project update

The Board received Consultant Diana Spaulding's report. The Board noted that there has been some frustrations and lack of follow through on AquaBrowser's part. They may have over-customized their product for other libraries and are trying to drop back from customization due to their inability to fully support it. The Taskforce has prioritized the important issues.

D. Dominican Update

No update at this time.

E. Correspondence

No correspondence to review.

VII. New Business

A. Report on Open Source Workshop

David reported on the NorthNet workshop on open source software. This workshop was a kickoff for the project on open source and some overview of functionality and training. NorthNet is taking the lead on this. At some point, once they have something to show, MARINet may want to review to determine how the product could be adapted to our needs. It was asked that this be kept in the Board's scope and be put on the November agenda. Gail will send Channing's summary of libraries and open source training to the Board.

B. Review of Circulation practices

Staff holds and limits. Deb distributed summary statistics on holds by staff and other patrons. Though the Board saw no problems with the current hold limits, it was suggested that staff be reminded that all should abide by materials limits and get things back on time. Deb will run another snapshot in November.

C. E-card expiration dates

After discussion the Board agreed to let ecards expire and be deleted. A message will be included in the ecard online application form that informs the patron that their card will automatically expire in three years.

D. Purchase additional location code capacity

A motion was made (Mazzolini,Dodd) that \$2,000 be approved to increase from 900 to 1,800 location codes. All were in favor.

E. Publicity for SuperSearch

The Board agreed that the SuperSearch name should be retained and that publicity is not necessary.

Announcements

Frances has been recruiting for Lydia's position, doing a lot of interviews. She thanked Mill Valley and Belvedere-Tiburon for participating in the process.

Gail said that she has been asked to present some money saving service changes to the Board.

David said that San Rafael is going to have an event on October 1 with program of mystery writers who write books in musical settings. He announced that Reference Librarian Bill Calhoun is employee of the quarter for San Rafael.

Anji reminded the Board that the September 17 meeting, 9am, Hamilton, will be with committee chairs. .

Adjourned, 11:45am.

Respectively submitted,
Deborah Mazzolini