

**MINUTES MARINet Board Retreat
February 19, 2009 9:00 a.m. – 3:30 p.m.
Conference Room; Mill Valley Library
375 Throckmorton, Mill Valley**

Board Members Present: **Frances Gordon, Chair
David Dodd
Anji Brenner
Gail Haar
Deborah Mazzolini
Mary Richardson
Sara Loyster**

Also Present: **Deb Moehrke, MARINet System Administrator
Lori Bowen Ayre, arrived for discussion of her report**

- I. Public Comment Period - None
- II. An opportunity for any citizen to address the MARINet Board on any MARINet matter - None
- III. Introduction of any guests - None
- IV. Approval of Minutes from January 15, 2009 Board meeting - approved with date corrected.
- V. Issues for future agenda - None
- VI. Old Business
 - A. Dominican grant draft – the Dominican Task Force met and Dominican was informed about the cost of adding review files, NBCLS membership, Aquabrowser and 360Search. The cost for 360Search is higher than expected and the Dominican staff will need to find the funding. The grant application to MCF will include some of these costs. David Dodd has told MCF to expect an out-of-cycle grant request.
 - B. AquaBrowser update – The staff is considering issues of database clean up such as the material type problem and which parameters in our records would work best for facet searching. The Board would like to see a test database for staff to look at as soon as possible, even if all the problems have not been resolved. Staff input will help identify some of these problems. 360Search has a staff person who can help us troubleshoot problems (for example, Proquest is still causing difficulties.) Deb Moehrke has identified a consultant who can help with the implementation of 360Search and is waiting for the Executive Committee to authorize the money to pay this person.
 - C. The Board approved shortening the time period materials are kept on the holdshelf from 10 to 7 open days. This will to be publicized in each library, as needed. Deb will put a message on the hold screen and send a MUD message regarding this change.
 - D. Standing items for agenda
 1. Reports from Committee Liaisons – The Circulation committee met 1/22/09 and spent time discussing their goals, such as the work on inconsistent work practices. They agreed that though we have procedures in place, not everyone follows them. They also discussed ideas for green practices and ways to save paper. E-mailing receipts of what has been checked out was proposed.

2. System Administrator's Report – see printed report

VII. New Business

A. Presentation of draft FY09/10 budget – The Board asked Deb to keep the budget flat this year due to cuts in the member libraries budgets. She can do this due to salary saving from Phil's position, which won't be filled immediately. It might also be possible to put less into contingency. There was discussion about renegotiating the database contracts to save money. Deb will ask Joe Cochrane if he can do this for us. *A Task Force will be convened this spring to look at databases and make recommendations for savings in 2009/2010 (the Board will discuss who should be on this task force in March).* Deb also agreed to prepare various scenarios for keeping the budget flat for next year and we will discuss them at the next meeting. The Board agreed to postpone approving the budget until after March 15 and signed a resolution to that effect.

B. Update on Overdrive contact and Ingram EAudio update – Deb expected a draft renewal contract from Overdrive but has not received one, but meanwhile is moving ahead with the EAudio project. This product will require a different type of authentication than those we've used previously. *The Board will need to appoint a panel of selectors when it's time to choose titles.*

VIII. Retreat Topics (approximately 10:45 am)

A. Discussion of the draft report with Lori Bowen Ayre – the Board wants to know what to do right now, especially in light of the fact that Open Source may not be a practical alternative at this point. Some directors loved the idea of MARINet as one portal (the E-Library) for remote users, while others did not. There was concern that it might be difficult to find someone to be a 20% Consortium Director, but Lori assured us that this model works in other jurisdictions. It would need to be someone already employed by one of the libraries in Marin. There was also concern that the job would require more than a 20% FTE. Lori believes that we currently load too much on the shoulders of the MARINet staff, given that the office is badly understaffed. She believes there is a trust issue among the libraries and this possibility was discussed. It is Lori's opinion that Deb tries too hard to be agreeable and that part of the job of a Consortium Director would be to say "no" to the Board when appropriate. Lori agreed to compare the old budget to her proposal in her final report.

IDEA: an Emerging Technologies Task Force. *The Board agreed to revisit committee structure at March meeting.*

Retreat minutes 9:00 – 12:00 by Sara Loyster

B. Presentation of Each Library's Vision of the Future

Frances stated that the Larkspur Library relies on MARINet for automation, training, and development. Currently, Larkspur has a small staff and does not have the resources to think three years down the line and will continue to rely on Marin for finding new technologies for the future, for training, and for maintenance.

Anji said that Mill Valley is focusing strategically to further establish the Library as a center of intellectual community. This includes expanding their lecture series, increasing personalized services to the reader, increasing learning opportunities, having more community collaboration and more services for the local user, putting in a small café, and increasing service convenience. Anji's priority for MARINet is to focus on the shared

catalog as primary. Member Libraries should have the flexibility to develop their services and resources to reflect the needs of their own community. Mill Valley is all for shared resources when it makes sense but member libraries should not be limited by it. The diversity of Libraries and communities should be supported by the MARINet Board.

Gail informed the Board that their research demonstrated that County residents use lots of different libraries. Her opinion is that patrons see us as one entity and it is puzzling to users that we have different policies and services. The approval of the bond measure would allow the County to develop four regional Libraries and expand services. She envisions increasing patron self-service capability and enabling staff to get out from behind the desk to provide better public service. The County is talking about their web presence and where it is going. She foresees an increase in children's services in the future of the County. For MARINet, having the catalog be intuitive and easy to use is a priority.

Mary said that for Sausalito the main priority is having the highest quality catalog and putting money toward making that happen. As the only Library Director on the MARINet Board who was part of the Joint Powers Agreement initiative, Mary said that individual autonomy was built into the agreement and it is important that this flexibility be retained in the future. We should talk about priorities for MARINet, assess what it is that we all agree on, try to do the best we can, and still be individualistic.

David would like a future when the library's presence is "everywhere". Technologies are promising and his vision is to expand beyond public libraries to have access to an aggregate of technologies. In this scenario MARINet could include school, academic, public, and specialized libraries. There are and will be increased opportunities for regionalization in libraries. Libraries should hold on to their major brand which is information and books and have both a breadth and depth of services. He hopes to triple the size of the San Rafael Library. The Library is an indispensable part of the community and he hopes to increase services available to other organizations in the community while still maintaining the important base and core of what the Library does.

Sara said San Anselmo is unique in that it is the smallest library in MARINet in terms of budget, collection, staff, and open hours. The Library is in a building that the town loves and it is obvious that the community loves the library. Her users are sophisticated and use all libraries in the area. She would like to see Library services to be the same from library to library in order to make a user's experience seamless. The library presence is large and it is very important for MARINet to be as robust as possible.

The Belvedere-Tiburon Library's priority is for the Library to be a community center and a gateway for the community into the information world. It is important to have both a strong physical and online presence to make that happen. BeTib has active community groups, with 90+ members of their Foundation and at least a dozen committees. Presence of the committees on the website is one of the major marketing obligations of the site. Branding MARINet on each Library's webpage is a good idea. Collaboration in the sense of the catalog is ultimately important and making what we all have better is the highest priority for MARINet. BeTib is supportive of shared services, such as databases, but expanding MARINet's responsibility into that area has to be done with caution, legitimately, and within the scope of the JPA.

C. Discussion of How MARINet fits into These Visions

This was discussed in many of the presentations summarized above. In response to the discussion, the following ideas were brought up. Deb was asked to contact NBCLS to inquire as to the availability of Joe Cochrane to negotiate database contracts. He could look at individual databases and negotiate prices if MARINet were to buy as a group.

Moving forward on an open source system is a whole mind shift and raises questions. What does it do and what are we willing to give up? III system has been developed over a long period of time and has products that libraries use that are not yet in the open source systems, Serials is as an example. Everyone agrees that MARINet is crucial to all of us and that maintaining a robust catalog and strong resource sharing is our base level of services and the highest priority.

D. Tiers of Services and Funding

1. Minimum level of library in-house expertise and equipment

What should be a Library's minimum level of library in-house expertise and equipment? When is it warranted to contact MARINet about an individual library need? The goal is to establish a minimum level of competency in each library and determine what a library should be able to do on its own before MARINet is expected to take it over. What is the scope of basic services? Everyone agreed that the base level service for MARINet is the catalog and the patron database. Databases, whether purchased together or individually, are outside of that scope. Is Aquabrowser a basic service since it is a catalog enhancement? What about 360?

On another issue, what if a Library wants an additional product for their use other than what is agreed on by the group. Perhaps a fee structure that would be charged by MARINet for individual Library services that take MARINet time could be put into place.

It was suggested that one way to look at both the in-house expertise and the fee for extra services would be to give each Library a certain number of hours of free time and then charge.

2. Consultants on call for added support

Deb suggested that each library should be responsible for keeping their equipment up to snuff for new releases and software. If not internal expertise, then we should develop a list of consultants that could be called on by Libraries for support.

E. Discuss new service ideas and products

The Dominican Grant was discussed and what new products could be incorporated in the grant. This has been talked about at previous meetings. New ideas included Circa, a wireless version of III circulation software. It has an inventory module in it which is a feature all libraries would benefit from. Shared databases that would be of service to patrons could be included. If Joe Cochrane of NBC is able to negotiate databases on MARINet's behalf, we can use his list of prices for the grant. It was agreed upon that Tutor.com, now available in some MARINet libraries, was appropriate for the grant. Airpac, another new and updated module from III, allows patron to access mobile device's to use the catalog and now works with iphones, was suggested for the grant. Anji said that Mill Valley is interested in getting the Airpac as soon as possible. Deb will make a call to III to determine whether an individual library can use Airpac and if the implementation would have an impact on MARINet time. David reminded the Board that it is possible that the grant may not be approved.

F. Begin Discussion of FY 2009/1- Board Goals

Goals were noted as the discussions proceeded throughout the meeting. The following are draft goals for future determinations:

1. Mobile use applications
2. Revisit operations group model
3. Sharing collection development
3. More MARINet shared databases, equally accessed and equally supported
5. Emerging technologies task force
6. Define basic services and add-ons for fee and library in-house expertise
7. Develop list of consultants on call

Lori Ayers final proposal will be submitted for our **March 19 meeting in Hamilton.**

Afternoon minutes submitted by Debbie Mazzolini