

MARINet Board  
Minutes May 17, 2012  
College of Marin, Conference Room AC108  
9:00 am-12:00 pm

Present:

Anji Brenner, Mill Valley; Abbot Chambers, Sausalito; Frances Gordon, Larkspur; Amy Gilbert, Dominican University; Scott Bauer, Marin County; Linda Kenton, San Anselmo; Sarah Houghton, San Rafael; Deb Moehrke, MARINet; and Jason Duran, Belvedere-Tiburon

Meeting called to order at 9:05 am.

I. Public Comment Period—No public comment

II. Introduction of guests

From College of Marin:

Carl Cox, Senior Librarian

John Erdmann, Librarian

David Wain Coon, Superintendent/President

Susan Andrien, Director of Learning Resources

III. Old Business

A. College of Marin (COM) presentation

Major points stressed by COM representatives

- A major transformation is underway at COM, with \$250 million being invested in infrastructure.
- There will be 20 new full-time faculty hires this year.
- A new library will be coming online in the fall at the Indian Valley campus. They want the IVC library to be a “showcase” for electronic and print resources.
- Joining MARINet is important to them, money is set aside for joining, and joining helps them with accreditation. They are aware of ongoing expenses.
- COM library has been underfunded for years, but there is renewed support for improving the library and the collection. Support is from administration, board of trustees, academic senate.
- They place significant importance on information literacy and on training students to be information literate.

- 86% of COM students live in Marin County.
- There are 7,300 COM students, including 1,600 at IVC.
- Hours:
  - Kentfield: M-F 8am to 9pm
  - IVC: M-F 8am-4pm, plus 4pm-7pm on Weds.
- Value to MARINet libraries of COM membership:
  - Academic focus of COM collection fills holes for public libraries; strengths include art history, history, philosophy, literary criticism, auto repair.
  - They have information literacy expertise to offer to our teen librarians.
  - Their libraries open at 8am on weekdays.
  - COM could host events like *One Book, One Marin*
  - IVC could be an important pick-up point for public library patrons in that area.
  - COM students are also local residents.
  - Kentfield location is central to San Anselmo, Larkspur, Ross, Greenbrae.

#### Post-presentation discussion

Board members variously remarked on the following benefits of COM membership in MARINet: 8am opening times, prevalence of older “long tail” titles, the size and age of the COM collection takes pressure off of weeding in public libraries, delivery from COM would be faster than LINK+.

Concerns were voiced about the long-term financial health and commitment to the library of COM, given that the administration will eventually change and policies will change with it. It was also noted that COM may not fully realize the complexity of bringing their systems into alignment with MARINet.

Moehrke noted that she expects it would take the MARINet office “two months of hard work” to bring College of Marin online. The heavy workload that the MARINet office currently faces makes a January 2013 timeframe impossible, but July 2013 would probably work. MARINet would need to start in earnest in March to get everything set for a July launch.

Gilbert offered Dominican's support in helping COM understand the technical and logistical challenges they will face in making their systems compatible with MARINet.

Consensus was reached to direct the MARINet executive committee to draft a letter to COM spelling out the steps and the timetable that COM will need to meet in order to achieve a July 2013 target date for joining MARINet. The MARINet board will formally vote on COM membership at a later meeting.

#### B. Selection of MARINet-wide courier provider

Kenton discussed the executive committee's process for reviewing RFPs for a new MARINet courier. A "Review and recommendation of Courier proposals" was distributed in advance of the meeting.

Three finalists were selected from six RFPs received. The finalists were Sprint (our current provider), NCM, and Modern Express.

The executive committee recommended going with Modern Express (ME) for the following reasons:

- Price was competitive with the lowest bid
- ME visited all of the libraries to prepare their RFP and demonstrated an impressive attention to detail
- They do not charge a fuel surcharge
- ME has experience working with Cal Berkeley libraries
- They have their own fleet of trucks
- Drivers are all employees
- They plan to give us an assigned driver with two trained backups
- Their balance sheet is healthy
- They are willing to be flexible about their route

Houghton made a motion that MARINet enter into a contract for courier services with Modern Express unless their references prove to be unacceptable. In the event that there is a problem with their references, the MARINet board will revisit the selection of a courier at its June meeting. Motion seconded by LK and unanimously affirmed.

#### C. LINK+

Moehrke reviewed LINK+ logistics for libraries

- Everyone will need to figure out locally how they are doing things
- Moehrke demonstrated labels used by Sacramento PL. They are “peel-away” 64 x 64 Avery labels. Templates are available from the LINK+ website.
- Every library will have special Tricolor bins and pouches. Each pouch will need to be zip-tied and labeled with the # of the library it is going to.
- MARINet will provide all libraries with pouches, bins, and a beginning supply of zip ties. Libraries will need to provide labels and additional zip ties. A pair of wire snips for the zip ties will also be helpful.
- A June 1<sup>st</sup> training is being held at Marin City to train circ people on using the LINK+ software.
- Moehrke recommends that every MARINet library have a point person for LINK+. Also recommends joining the LINK+ listserv.
- Moehrke distributed a flyer that Sacramento uses to advertise LINK+ to patrons. Brenner offered help from Sean Mooney with LINK+ publicity materials for MARINet libraries.
- Renewals are at the discretion of the loaning library
- Mill Valley and MCFL will be loaning DVDs through LINK+
- Target launch date for LINK+: Monday, June 11<sup>th</sup>.

#### D. Sierra Update

Moehrke reported that Sierra deployment has been delayed by III. We have slipped out of July and a new date has not been set.

#### E. NorthNet membership

There was general discussion about the benefits to individual libraries of continuing within NorthNet and NBCLS. Some libraries felt that it was worth paying dues for another year to remain eligible for LSTA funds and to see what happens. Other libraries said that funds are so tight that even the reduced dues amount could not be met, given the lack of services accompanying those dues. It was agreed by those libraries considering dropping out of NorthNet that they would write a letter to the NorthNet office expressing a willingness to remain nominally within the consortium -- as a non-voting member -- at a reduced amount (e.g. \$200 for small libraries and \$500 for larger libraries).

- IV. Approval of minutes from May 17, 2012 meeting  
Minutes approved. AC/SH

V. New Business

A. Board Member Report on NorthNet and NBCLS meetings

No update: covered during item III. E.

B. Courier supply resolution

No resolution needed. Moehrke reported that she is ordering bins from the supply budget. Bins cost \$15-20 each and she is going to order between 150 and 200 of them.

C. Board goals for FY 12/13

Discussion of board goals was tabled to the next meeting.

D. Other non-action items

There were no other non-action items.

VI. Standing Items for the agenda

A. System Administrator's report

It was agreed to add Encore Reporter as a topic for a future agenda.

B. Database negotiations

Dan McMahon is still negotiating with Mango Languages to get their price down.

C. Correspondence

There was no correspondence

D. Topics for future agenda

- a. Mobile catalog applications
- b. Selection of vice-chair/chair elect
- c. Encore reporter – continue in FY 12/13?
- d. Board goals for FY 12/13
- e. COM update
- f. LINK+ update

12:05 adjourned.

Respectfully submitted by Abbot Chambers