

MARINet Board
Minutes July 19, 2012
Dominican University, Conference Room
9:00 am-12:00 pm

Present:

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

Meeting called to order at 9:04 am.

I. Public Comment Period—Bill Hale from Sausalito asked whether or not the libraries in Marin County have adopted the ALA Code of Ethics as policy. He presented copies of a letter asking each member library to do so and to advise him of the status of his request.

II. Introduction of guests
Dan McMahon, MARINet

III. Approval of minutes from June 21, 2012 meeting
After one minor wording change in the minutes suggested by Kenton, Gordon moved that the minutes be approved. Houghton seconded the motion and approval was unanimously affirmed.

IV. Old Business

A. Link+ Update

Moehrke referred to the System Administrator's Report of June 2012 for statistics on the new Link+ service. She reported that the Link+ system is working well, with a number of small questions and issues. For example, the wording about successfully placed requests can be confusing when the patron has listed a pick-up location other than their home library. Brenner asked MARINet staff to try to solve the problem.

Brenner questioned whether patrons are using Link+ and how we might encourage greater use with more prominent icon placement in the catalog. McMahon explained where and when the Link+ icon comes up in both the Classic Catalog and in the Encore catalog. Chambers suggested library staff encourage patrons to use Encore since Link+ is more prominent there.

Schafer asked how much media is going out at the libraries that offer it through Link+. The response was positive from directors whose libraries send media.

Moehrke noted that MARINet staff is working on Link+ documentation that can be used by all the libraries in the system. Sacramento Public Library (SPL) has been very forthcoming with documentation, and Brenner said her staff has modified SPL's manual for Mill Valley. She will be happy to share it with other libraries. Moehrke asked for copies of any documentation member libraries have created so that she can codify it for the whole system.

Kenton remarked that some patrons have been able to request items such as DVDs that San Anselmo does not loan. Chambers said this is probably a location code issue. MARINet shows only items that are loanable for each library location, but Kenton will look into the issue.

Brenner asked if anyone is looking at ILL policy since Link+ was adopted. Houghton mentioned problems with the SNAP system targeting San Rafael for ILLs, and has asked them to request items from other libraries before automatically going to San Rafael.

Brenner asked what others are doing when an item in the Link+ system is owned, but not available. Others said they ask patrons to try again in a few days when the items may have been returned.

There is a Link+ meeting on August 1, 2012, at San Francisco Public Library. MARINet libraries should try to send representatives to this important meeting. Moehrke said meeting notices are on the Link+ listserv.

a. Switch to Accurate Courier

Moehrke noted that the switch from Tricor to Accurate will take place August 6. Accurate wants to be sure labels match the shipping date, or at least within one day. So the plan is for all labels to be printed at MCFL. Staff should watch the listserv for instructions.

Moehrke stated that Accurate is charging MARINet \$25 for each day they stop at MARINet offices for a total of \$550 per month, which is more than any other Link+ member is charged. She tried to negotiate this rate down, but was unsuccessful. She will try again next year.

B. Sierra Update

Moehrke reported that the Sierra migration can take place either October 2-4 or October 29-31. Consensus was to take the earlier date. A webinar from Sierra on the process will take place on July 25, and member libraries can see it then or watch a recording later.

McMahon said he would provide training for the MARINet libraries. The new server will be shipped and the database uploaded sometime in September so that staff will be able to practice with the software before it goes live. McMahon said that the software is different in some ways, but that it is basically the same and should not be difficult for staff to learn.

Moehrke said that each staff member will need his or her own login, but that libraries can configure logins for departments such as circulation, to accommodate subs and part-time staff. This was discussed at the last Circulation Working Group meeting.

The Sierra Task Force will begin meeting as soon as August to help develop the training process.

C. Multi-year Reporter contract at discount

Innovative staff did an Encore Reporter presentation at the Mill Valley Library on July 18. Kenton and Brenner attended, and were impressed with the improved features of the product. Brenner believes many of the functions currently run in Create Lists can be done more easily in Reporter. She also likes the Decision Center product for helping with collection development. McMahon said he can create better training tools for Reporter, and will do trainings on-site for the libraries if the contract is continued.

Moehrke reviewed the pricing. MARINet now pays \$40,600 per year for Encore Reporter. If we decide to continue, we will get a 15 percent discount for a three-year contract, and a 20 percent discount for a five-year contract. Decision Center is a free add-on. At the end of the contract period, MARINet would have to pay for Decision Center which would then be separate from Encore Reporter.

Kenton was also impressed with the features of the products, but in light of the expense, suggested library staff would have to commit to using the products much more than they are currently. She also felt that it could replace the Create List function in III.

Brenner noted that managing collections could be easier using Decision Center which would allow for coordination with fund accounting in Millennium Acquisitions. We would be able to track usage in specific areas of the collection in terms of how much money is spent in the area.

Brenner made a motion to contract for Encore Reporter (with Decision Center) for three years. Chambers seconded the motion and it passed unanimously.

Bauer expressed concern about the SCAT tables causing problems in determining some collection statistics. Moehrke noted that our wide range of call numbers cause this problem. She suggested standardizing call numbers among libraries in the system, except for Dominican which uses LC. She said we could use three scat tables – one for LC, one for DDC, and one for everything else.

McMahon noted that Decision Center is a developing product, and that MARINet libraries can play a part in actively shaping the product. Since it is free, there is no pressure to use it. The product should be available for trial in August.

D. Overdrive Update and ebook strategy

McMahon discussed the statistics for the Overdrive digital collection usage as shown on his handout. July took a big jump, possibly due to patrons' desire for materials to take on vacation.

McMahon's questions for the Board: Should we start buying again from Harper Collins (some libraries never stopped)? Should we adjust the budget to buy more hold fulfillment items? There are currently more items with over five holds than there is money to buy additional copies. Patrons are requesting more audiobooks; since NCDL went away, the audio collection has shrunk.

Discussion ensued about the wisdom of putting more money into the Overdrive collection when it is possible that Overdrive may someday be superseded by another model in MARINet. Houghton pointed out that the selection in Overdrive is not very good, and that publishers do not seem to be very interested in serving libraries and are not offering good titles. Chambers gave an example of Random House charging very high prices for some titles, then dropping the prices later.

Brenner asked about going to the Douglas County Libraries system wherein deals are made with publishers, bypassing the middleman. Houghton said she has studied the model and found that it would require at least two full-time staff to accomplish, which is beyond the capacity of the MARINet libraries. She suggested watching Califa, which is working on a new model. She feels that publishers would be interested in a consortium of all, or even half, of California libraries.

Kenton mentioned the 3M product which puts download stations in libraries. Houghton agreed that 3M is good at getting people in the physical library, but that their content selection is poor.

Chambers feels that MARINet libraries should put more money into the Overdrive collection now because it represents our best growth in circulation, and we do not want to lose patrons who are just entering the market for digital downloads. He noted that we may very well drop Overdrive altogether at some future date. Both Bauer and Gorka believe the tipping point has come where patrons are ready to jump into digital content, and that we must provide the content in order to serve them.

Currently the MARINet budget includes \$18,000 for digital content, with half of that earmarked for holds management. Moehrke asked the Board how she should deal with invoices for new content purchased by individual libraries. She is not sure whether to pay the invoices from this line item, or if she should bill the individual libraries for their purchases.

Houghton talked about budget cuts in San Rafael that have caused a reduction in funding for collections this year as well as last year. She would rather keep e-content budget the same for this year, especially in light of the possibility of new models coming up. Brenner said Mill Valley has also experienced a cut in the budget and she is not able to increase the amount. Discussion ensued about how to distribute the \$18,000.

Chambers made a motion to keep \$9,000 for holds management, \$6,000 to divide among the libraries, and \$3,000 to keep in reserve as we see how things develop. Houghton seconded the motion and it was unanimously affirmed.

V. New Business

B. Proquest Update (discussed before Item V.A on the agenda so that McMahan could leave)
McMahan was able to get a cheaper price through Califa for this database than NorthNet was charging, plus Dominican is added for the same price. The Database Task Force approved the change, so no Board action was necessary.

There was some discussion about the pros and cons of continuing membership in NorthNet. Pro – we need to be part of a cooperative if LSTA or TBR money is ever reinstated. Cons – we get no services from NorthNet. Each library must decide for itself whether or not to continue paying into NorthNet.

A. Discover and Go (D&G) Museum Passes

Chambers went over the information he obtained about the D&G museum pass system. Points: we would have to negotiate as a group to increase the number of passes from specific museums; the product is evolving and we could help tweak it; Marin libraries would be encouraged to contact other museums to add to the list; statistics provided are good; it is a much simpler system to use for patrons; Moehrke suggested we could use the \$6,000 savings from the Encore Reporter discount to cover the cost.

Discussion ensued about how D&G would work at each library. Would we be able to divide up the passes by percentages? Chambers said probably not. Moehrke asked if MARINet would be required to administer the product. Chambers said he would check on it. Individual libraries who already have museum pass programs could continue with them if they wish. Chambers would like to decide on

whether the consortium wants to go ahead with D&G soon. Brenner said she is not ready to vote at this meeting.

It was decided to place the D&G decision on next month's agenda when everyone should be ready to vote.

C. Other non-action items

None.

VI. Standing Items for the agenda

A. System Administrator's Report

MARINet will bill each library individually for Modern Express delivery service. Moehrke showed a sample box that will be used for our deliveries. The boxes should arrive in mid-August, at which time we will have to return the boxes currently in use. She asked libraries not to lose any of the boxes since she has to account for every one of them.

B. Correspondence

Nothing new. A letter at last month's meeting from an audit firm had expressed interest in bidding on the next audit. MARINet's lawyer said that MARINet does not have to put out to bid the audit contract.

C. Topics for next meeting

Discover and Go

NorthNet - Brenner will send an informational email about this before the meeting

Sierra switchover

VII. Announcements

Schafer talked about Belvedere-Tiburon's expansion project. The design review meeting will be held July 25 and expansion supporters hope to get approval by the Tiburon Town Council for the project.

Chambers said the Sausalito library remodel is due to begin in October. He is working with contractors now. Encore is the default catalog now in Sausalito and staff has received no patron complaints.

Houghton said that a Community Needs Assessment for the San Rafael libraries is in the works to determine the library needs of community members.

11:45 adjourned.

Respectfully submitted by Jacki Schafer