

## **MARINet Board Meeting Minutes**

January 17, 2013

Sausalito City Hall, Friends Book sale room, top floor

Present:

Gail Haar, Marin County Free Library  
Abbot Chambers, Sausalito Public Library  
Frances Gordon, Larkspur Library  
Anji Brenner, Mill Valley Public Library  
Debbie Mazzolini, Belvedere-Tiburon Library  
Sarah Houghton, San Rafael Public Library  
Deb Moehrke, System Administrator

Absent: Gary Gorka

Guest: Dan McMahon

**I. Public Comment Period-** no members of the public were present.

**II. No Guests present**

**III. Minutes from 12/20/2012 meeting approved.** (FG/SH)

**IV. Old Business**

**A. Overdrive Usage and Expenditures for YTD 12/13.** McMahon gave an update of Overdrive usage. Hold queues are increasing. Usage rates by library have not changed since the beginning. Cost per circulation is \$2.14. The percentage of overall circulation is climbing slightly. Overall checkouts, around 7,000/monthly, is leveling off. Discussion of how to move forward with future expenditures ensued and will be continued at the retreat in late January. Motion to spend \$3,000 in additional credit on holds approved (GH/AC)

**B. College of Marin application.** Moehrke distributed a letter of response from Rebecca Kennedy, Interim VP of Student Learning at College of Marin. Letter addresses questions MARINet asked regarding joining MARINet. Moehrke also distributed financial information as to how adding College of Marin would affect cost-sharing formula, and the total cost difference. Motion to admit College of Marin to MARINet passed contingent upon a signed contract and \$50,000 non-refundable buying fee and other requirements specified in letter of intent to be written by 3/31/2013 (GH/AC).

**C. Sierra Update.** Moehrke reported that the current update (happening today) is rumored to fix a lot of existing problems.

**D. Discover and Go Update.** Chambers distributed statistics on Discover and Go. Usage is picking up at all libraries.

## **V. New Business**

### **A. SWOT analysis questions for retreat.**

Kenton distributed a document outlining the description of a SWOT analysis and encouraged Board to think about ideas in anticipation of the retreat.

**B. Resolution to Approve FY 13/14 Cost sharing formula as presented was approved.(GH/DM)**

**C. Preliminary FY 13/14 budget.** Board discussion of preliminary budget: Moehrke said all figures are not yet confirmed. Board clarified that it wanted to drop Boopsie. \$7,665 is being added to the database budget; the Database Committee will be asked to advise on how to spend additional funds. Some personnel costs have increased because of a change in benefits. Midas access at Hamilton represents new costs. Discover and Go amount may be incorrect, as the first year was thought to have included a start-up fee. Budget could be revised based on possible addition of College of Marin.

**D. Budget resolution for Cloud backup service.** Resolution to transfer \$21,600 from sinking fund into operating budget was approved. (DM/SH)

**E. Other non-action items** - discussion of holds and whether or not to change the limits. Most libraries talked to patrons who were using hold shelf as storage and encouraged them to change their behavior. There was not support to establish a change in limits or create MARINet-wide policy to address problem offenders. Most libraries have experienced a 15-23% increase in holds. Board would like another update in one year.

**F. Innovative Interfaces points:** (emergency item as points expire). There was interest in automated telephone renewal. Kenton, Haar, and Brenner will put together a list of questions and contact a few libraries to get additional information. Other board members who think of questions can email any member of the sub-committee.

## **VI. Standing Items for agenda**

**A. System Administrator's report** Moehrke distributed report, which covered the Sierra release, iii points expiring, and a future office move.

**B. Correspondence.** Letter from College of Marin (as discussed above)

C. **Topics for future agenda.** Freezing holds and My List for February agenda. Telephone renewal. Follow-up from the retreat. Discuss how to deal with system-wide theft using fake identification, Link+ statistics.

VII. **Announcements: MCFL** - NBC meeting will be in Novato at 2PM on 1/30.

**Sausalito:** Remodel project is underway, completion date is slightly extended by two weeks. **Larkspur:** Trying to evaluate classifications to argue for salary scale increase. Gordon is on ad hoc committee to evaluate future library site. Possible large donation was withdrawn. **Mill Valley:** New computer lab was launched on 1/10/2013. After-hours programs continue **San Rafael-** Rolling back hours from 9 to 8 starting starting 2/1/2013; rental fees are now gone. Houghton reported that the recruitment for Assistant Director is slightly delayed but anticipates posting it soon. **San Anselmo:** Children's Librarian was voted Ross Valley person of the year. San Anselmo book by Arcadia Publishing will be published and there will be a launch party.