

MARINet Board
December 18, 2014
Marin County Civic Center – Room 410B
9am-noon

Present: Deb Moehrke (MARINet), Scott Bauer (Marin County), Gary Gorka (Dominican University), Linda Kenton (San Anselmo), Abbot Chambers (Sausalito), Sarah Houghton (San Rafael), Frances Gordon (Larkspur), Anji Brenner (Mill Valley)

Absent: Debbie Mazzolini (Belvedere-Tiburon), Pearl Ly (College of Marin)

Meeting was called to order at 9:05am

I. Public Comment Period

None

II. Introduction of Guests

We welcomed Scott Bauer as a substitute for Sara Jones.

III. Approval of Minutes from November 20, 2014 meeting

Minutes were unanimously approved on a motion from Gordon and a second from Kenton.

IV. Old Business

1. MARINet staffing update

The job advertisement will go to the County Board of Supervisors for approval at next meeting. Dan is working on supplemental questions and the guide to evaluating answers to the supplemental questions (the answers to which will likely be evaluated by County HR staff). We anticipate holding two rounds of interviews. We appointed a small working group to work with Dan to develop supplemental questions between now and the next meeting: Linda, Abbot, Sarah.

2. MARINet Los Gamos update

Scott reported that the Los Gamos move has been approved by the Board of Supervisors. We are waiting for one last building permit and waiting for final costs, both of which should happen in the next week or so. Then the property management people can tell the contractor to begin the demolition, and tenant improvements should take 6-8 weeks to complete. Then the move can begin.

3. Resolution for funds transfer: position savings to Los Gamos costs

Tabled until the next meeting.

4. Brainstorming project priorities

Sara emailed before the meeting to say that she is planning on asking the Board of Supervisors in January about no longer charging fines for children's materials.

5. Link+ funding

Dan will give updated cost per item borrowed information to Anji to pass on to Tim Auger at III.

6. Library Card Plus app for smartphones

Dan worked on building an online library card application with address check in-house. Dan thinks that this project could be done for 3 cents a record check. Completing the project would take several months to complete due to MARINet's workload, and we could develop it to our exact specifications. The Board agreed to have Dan continue work on the project to see how it fleshes out. The Board will reassess in May or June and see if we want to sign up for the app and/or the online card application from Library Market, or continue development on our own.

7. Privacy policy update

The Board suggested revisions at the last meeting which were presented in written draft form at this meeting. The update was approved unanimously on a motion by Chambers and a second by Brenner. Dan will update today and send an email to MUD notifying staff of the update.

V. New Business

1. Children's Services Working Group

The Board recommends that this group be formed as a formal working group of MARINet that meets quarterly. Directors will send names of members to Dan, and Dan will organize the first meeting and set up an email distribution list. The formation of this working group was approved unanimously on a motion from Kenton and a second from Bauer.

2. PC Reservation Software

Both Sarah and Abbot recommend EnvisionWare after looking at multiple software options. MCFL, Belvedere-Tiburon, and Mill Valley have EnvisionWare now. The member libraries who are currently using Library Online (Sausalito, Larkspur, San Rafael) need to move to something different as Library Online is not being developed or supported at all. EnvisionWare has notified Abbot that Sausalito could fold into the MCFL contract (unclear on if this would work for other libraries). The LO contract expires May 30, so the affected libraries should make a decision and move by then.

3. Other non-action items

a. CENIC

Abbot met with them via phone yesterday. One question is how the MIDAS/CENIC cost interaction would work. Individual jurisdictions' costs for MIDAS would remain the same even if the library was carved out and moved to CENIC (since we're part of the larger civic network backbone). So the library's cost would potentially go down, but the City's/County's cost would stay the same (so, a net increase). Network designs and costs will be finalized by 1/31, and contracts with libraries finalized in February. Sarah will report back after her call tomorrow.

VI. Standing Items

1. System Administrator's Report

- The application server had outages on December 11, 12, 15, and 16. The NorCal IUG meeting on December 5th was worthwhile and yielded some information about future III projects: updates to many of our applications, Content Pro is going to be discontinued after the next update, III plans to replace all local servers with cloud servers by 2021, and Innovative now has three Help Desks with a maximum 2 hour response time for system outages. Email reminders for patron cards expiring continue to be sent out. Dan is exploring bringing in additional extra-hire clerical help.

2. Correspondence: None

3. Topics for Future Agenda

- OLD: MARINet staffing update, MARINet Los Gatos update, Resolution for funds transfer for position savings to Los Gatos move costs, Brainstorming Project Priorities, Link+ Funding, Online library card application (May), PC Reservation software
- NEW: CENIC
- January Retreat: 1/31 from 9-12:30 at the San Rafael City Hall (Community Development Conference Room upstairs). Lunch at Panama Hotel and Restaurant afterward. Topics for agenda: each library's direction/plan for the next year (10 minutes or so), MARINet spending priorities for next year.

VII. Announcements

- Larkspur: Larkspur will be posting a recruitment for Circulation Supervisor sometime in January.
- Sausalito: The Library staff entered a gingerbread model of the library into the Chamber of Commerce contest. Running an iPad giveaway (donated by the Friends). Sausalito (and other libraries) are not getting a response from the Internet Archive re: drop-offs at their warehouse in Richmond.

- Mill Valley: Cate Mayfield was hired as a librarian for Mill Valley. The latest services and events brochure was just mailed to residents.
- San Anselmo: San Anselmo did not have any flooding due to the storms. New public PCs are on order and should be in place soon. February 12th is the date of the first centennial celebration event, a re-enactment of the original dedication ceremony.
- MCFL: The recruitment for the e-Branch Manager will be open soon. Recruitments for two part-time librarian positions are about to close.
- Dominican: Recruitment for a new librarian has begun.
- San Rafael: Flooding damage repair continues at the Downtown Library. The library is doing a survey now in about what the community wants in a new library, in advance of visioning workshops in March. Questions about a 2016 library parcel tax renewal will be included in the City's 2015 Citizen Satisfaction Survey.

The meeting was adjourned at 11:56am.