

Minutes
MARINet Board of Directors
Thursday, February 19, 2015 – 9:00am – 12 noon

Present: Dan McMahon (MARINet), Sara Jones (Marin County), Linda Kenton (San Anselmo), Abbot Chambers (Sausalito), Frances Gordon (Larkspur), Anji Brenner (Mill Valley) and Debbie Mazzolini (Belvedere-Tiburon).

Absent: Sarah Houghton (San Rafael),

Meeting was called to order at 9:07am

Gary Gorka (Dominican University) arrived at 9:10 am

I. Public Comment Period -

None

II. Introduction of Guests

No guests

III. Approval of Minutes from Annual Retreat, January 29, 2015

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

IV. Old Business

a. MARINet staffing update

Dan reported on MARINet's recruitment process. He has received 6 applications so far and says it seems to be a good market for recruiting System Administrators.

b. MARINet Los Gamos update

Dan gave an update on MARINet's move to the new Los Gamos location which is moving along with an expected late March move in date. They are waiting for a bid from the movers. Dan rearranged the meeting venues and The Board will be meeting at the Los Gamos location in May. Donna Mettier has sent an email inviting all Director's to access the meeting room calendar. The County will cover the cost of the space upgrades and Marinet will then reimburse the County. Sara commented that they are still holding onto the Hamilton lease for a couple of months until the move is complete.

c. CENIC/MIDAS

Dan reported his meeting with David Cooper from Marin IT. They discussed this broadband project and David estimated that it would **cost 10 to 20 thousand dollars**. David would like to be involved with this project. All cities will be getting a new router to accommodate the increased bandwidth. The downside may be that IP addresses will have to be changed and ultimately this means that

vendors need to be notified. He recommended the Board visit David's **company office in Bel Marin Keys** to see all the new equipment.

d. Project Priorities

Dan gave an update on the "Online Library Card" project which is on hold because MARINet doesn't have a bank account. **Once the issue with bank accounts is solved, patrons can apply online using their credit card.**

e. Link+ funding

Anji reported on her recent correspondence with the Innovative staff regarding MARINet's request to discuss the inequitable membership fees. She expressed frustration over not getting answers from Tim Auger, so she reached out to **the company's CEO, Kim Massana**. Anji also emailed Amy Homick (consulting Services Rep. for Link+) to find out who the "manager of pricing" was and Amy assured her that MARINet has the attention of the people in charge and they will be carefully analyzing our request. It is now a matter of wait and see.

f. No fines on Children's items

Sara Jones reported there was a delay in implementing this and it most likely won't happen until late March. Dan commented on what MARINet has to do with Sierra in order to successfully implement this. Sara reported she had run some statistics on waiving fines/fees of other libraries and the amount wasn't that much. MCFL will pay individual libraries if the fines/fees belong to other libraries. Sara explained MCFL is creating specific text on the notices that will go out to their patrons. Anji recommended that the text be very clear so patrons understand that other MARINet libraries are NOT doing this. Sara will keep the Board informed.

V. New Business

a. Budget Revisions FY 14-15 {perfect}

Dan passed around a resolution to approve the revised MARINet Cost Sharing Formula. A motion was made to approved the revised CSF by Debbie Mazzolini and 2nd by Abbot Chambers. Dan handed out a revised resolution to transfer funds out of MARINet Salaries and Benefits and into various line items in the operating budget. Dan handed out the proposed MARINet FY 2015-16 budget which will be discussed at the March meeting. Dan needs to redo the format (showing comparables) and will send it out to the Board. Anji asked to separate out the "databases" as a line item under Contract Services. Unanimous.

b. Overdrive Frontline support (MARINet to pay?)

Dan reported on MARINet's \$6,000 invoice for offering direct Overdrive support to patrons. The Board asked Dan to run reports on statistics showing how many

patrons have actually used Overdrive Support. This item was tabled until next meeting.

c. Database Working Group Recommendations

The Database Working Group recommended purchasing the online tutoring service [Brainfuse](#). Sara reported MCFL ran reports and [Brainfuse](#) was the more popular product. The Board agreed to wait another month and analyze statistics. Dan reported that the Working Group wanted another month to review and compare the titles in both [Flipster](#) vs. [Zunio](#) and get revised pricing. The Board discussed other products of interest (e.g.: [Lynda.com](#)). **Dan will contact the vendors for database negotiations and give an update at the next meeting.**

d. Circulation Working Group Recommendation to raise DVD Borrowing Limit

Dan passed out The CWG's proposal of raising the current DVD limit to 20. The Board engaged in a lively dialogue - some had concerns, while others were in support of this recommendation. The Board felt they needed to have another conversation with their staff and also asked Dan to run some statistics. This proposal will be revisited at the March meeting.

e. MARINet eBook Funding for FY 2015-16

Abbot gave a "state of the union" report on MARINet's digital collection. Statistics show that eBook & eAudio book use continues to rise and proposes MARINet invest more money into the digital collection for next fiscal year. Circulation stats show a 17.3 % percent increase year by year. Abbot shared other circulation statistics.

He presented the Ebook Working Group's proposal:

- a \$15,000 MARINet allocation to be spent before June 30, 2015 to prepare for the annual summer reading .
- a \$75,000 MARINet allocation for fiscal year 2015-16, with understanding that the next allocation discussion would be for FY 2016-17 (i.e. no special summer allocation for 2016)
- Funding to come from sinking fund, or a dues increase, or cost savings, or some combination thereof (TBD)
- Funds to be apportioned back to libraries according to FY 15-16 cost formula
- Allocation by platform and media to be determined by E-Book Working Group

Sara and other Board members expressed concern over taking a large amounts out of the sinking fund. Anji commented that we also have to consider what other priority items should be funded by the sinking fund. Abbot stated the goal was to get all the libraries to spend an equitable amount on digital books. Linda made the recommendation to create a budget line item in the MARINet budget for ebook & eAudio book expenditures. The Board discussed other funding issues, including dropping unpopular databases and using that funding to support purchasing more e-titles. It was recommended that Dan run a report on "cost per use" on the current databases. Sara

recommended **MARINet** establish a 3-year funding plan and the Board was in favor of that. Anji will attend the Database Working Group to ask them to evaluate which databases get low use. Dan reported that the sinking fund is doing well and the CENIC Broadband project and the new server, would be priority candidates for the sinking fund.

f. Single Point of Service – Report from Libraries Doing This Now

Sara is engaged in a study to evaluate the effectiveness of “single point of service” and will report back to the Board. They hired a consultant to manage change management for staff.

g. MARINet Libraries Event Calendar

Debbie reported on the scheduling software Belvedere-Tiburon Library uses to advertise their events and said it works well. She suggested that MARINet consider using this easy to use software. **Debbie will send out the name of the software. Leave this item on the agenda for next month.**

h. Report on Location of Returns by Owning Library

Dan briefly reported on his Decision Center report - “Where are the items each Library checks in coming from” – **The Board wanted to discuss this further and decided to continue this agenda item for next month’s board meeting.**

VI Announcements

Sausalito (Chambers) Abbot asked if anyone received the CLSA reimbursement email. The Board members agreed. Abbot will contact Wendy Cao to evaluate why MARINet Libraries are being charged for ENKI.

The meeting was adjourned at 11:50 pm

Respectfully Submitted by Frances Gordon