

MARINet Board Meeting

March 19, 2015

Mill Valley Library

9:00am-Noon

Present: Sarah Houghton (San Rafael), Debbie Mazzolini (Belvedere-Tiburon), Sara Jones (MCFL), Anji Brenner (Mill Valley), Linda Kenton (San Anselmo), Frances Gordon (Larkspur), Pearl Ly (College of Marin), Dan McMahon (MARINet)

Absent: Abbot Chambers (Sausalito) and Gary Gorka (Dominican University)

Guests: Augie Webb (Sausalito)

Meeting called to order at 9:02am

1. Public Comment Period—there was no public comment
2. Introduction of guests—welcome Augie Webb from Sausalito
3. Approval of minutes from February 19, 2015 meeting—MSC Jones/Kenton, Houghton abstained
4. Old Business
 - A. MARINet Staffing update
 1. The Systems Librarian position has been offered and accepted by Jessica Trenary. An offer letter goes out this week. She is currently a law librarian with expertise in implementing systems projects like wikis, websites and databases among other things.
 2. She will begin at 80% time and move to full time within a year.
 - B. MARINet Los Gamos update
 1. The office will engage in the process of moving from this point forward.
 2. Expect MARINet to be unreachable on Tuesday, March 24, except for emergencies.
 3. McMahon can be contacted on his cell phone in an emergency by appointed staff members.
 - C. Link + Funding update
 1. Marjorie met with Brenner because it appeared there was miscommunication within the company about MARINet concerns.
 2. Innovative appears to consider our membership in Link + sometimes as individual members and at other times as one unit, depending on convenience for them.
 3. Marjorie declared that our libraries had already received a discount because the original joining price was \$168K.
 4. After much clarification and discussion, Marjorie stated that Brenner would hear back from someone Monday or Tuesday of next week.

5. Brenner does not predict an outcome since it appears anything is possible. There may be some discount offered or none at all.
 6. There was a discussion over whether individual members should draft individual letters explaining they may have to drop out of Link + without a discount. It was decided to wait for Innovative's response before doing so.
 7. After receiving a response, Houghton will establish an emergency meeting for members to discuss the outcome and plan next steps.
 8. The Link + Board meets on April 8, the Executive Committee expects to discuss this issue during their meeting. MARINet would like a plan of action at or around April 1.
 9. Further discussion outlined how Innovative's price point is \$4 per transaction in Link + and only MCFL achieves or does better than that stated goal. The rest of MARINet libraries pay from \$8 through \$19 per transaction which is making membership in Link + prohibitive for many.
 10. In addition MARINet is a net lender as a whole (2:1) with two members far exceeding that. MV is at 4:1 and Belvedere-Tiburon loans at a rate of 7:1.
 11. The Board thanked Brenner for her tenacious work on this negotiation.
- D. No fines on children's items (MCFL)
1. Jones reported that the "clean slate policy" has been noticed in the local papers and that it is on the Board of Supervisors' agenda for March 31.
 2. McMahan is ready to make it happen on April 1 as soon as he receives the go ahead from MCFL staff.
 3. The items eligible for no fines are by location type and material type in other words, children's materials from the county.
 4. Houghton asked Jones to share the staff report with the Board as other MARINet libraries may be considering a similar program.
- E. Overdrive Frontline Usage Report
1. Though the usage statistics were low on the service, the kinds of questions that Overdrive fielded were time consuming for Librarians.
 2. The Board voted to use the service and McMahan will recalculate individual libraries' contribution since COM and MV do not participate.
- F. Circ working group recommendation: DVD limits
1. The Board discussed the recommendation noting that there was some difference between providing ample selection on the shelf (customer service) and staff time in checking in DVDs so that some patrons can check out ten more.
 2. Brenner expressed surprise that the report showed only 133 patrons with 10 DVDs checked out and noted that changing a system-wide policy for such a small figure was perhaps not necessary.

3. The report indicates libraries having two general experiences—too many DVDs on the shelf or not enough.
4. The recommendation was adopted with the provision to re-evaluate in six months. MSC Jones/Gordon, Brenner opposed.

G. MARINet eBook funding for FY15-16

1. eBooks currently circulate at about 13,000 per month.
2. Chambers' recommendation is to fund eBooks now out of the sinking fund and to scale up library contributions each year.
3. Brenner proposed a white paper-like document that explains the importance and place of eBooks in our communities which could be used with decision makers in our jurisdictions. Brenner and Kenton will work on this.
4. Two resolutions proposed:
 - a. \$75K for eBook content, spending three-quarters from the sinking fund and one-quarter in the budget by formula. A plan would be set forth for subsequent years determining 50% from sinking fund, 50% from libraries by budget formula, the next year 25% from sinking fund and 75% from libraries by budget formula and eventually zero from the sinking fund and 100% support from libraries by budget fund formula.
 - b. The second resolution is to approve \$15K from the sinking fund for June 2015 spending in anticipation of the busy summer season. MSC Jones/Kenton
 - c. McMahon will have the resolutions available for the April meeting.

H. Marin Libraries event calendar

1. McMahon will explore the Belvedere-Tiburon and SR online calendars.
2. Look at
 - a. Level of staff input and whether easy or difficult to use
 - b. How the calendar looks. Can subjects be grouped like all storytimes on Mondays, for example?
3. The new Systems Librarian has skills in this area.

I. PC Reservation Software

1. Thank you Jim Stephens from the county for helping other interested libraries get Envisionware.
2. MCFL is acting as the umbrella agency for Sausalito, SR and now Larkspur intends to join as well.
3. The creation of an Envisionware user group was recommended.

5. New Business

- A. Sierra 2.0
 - 1. There are some reported fixes in Sierra 2.0.
 - 2. MARINet may have passed the window of opportunity for early adoption.
 - 3. The discussion centered on how difficult being an early adopter was for Sierra 1.0.
 - 4. McMahon was asked to gauge the buzz on it at IUG, and the Directors felt it was best to wait and see.
- B. PC Reservation Software was addressed earlier in the meeting. This item is a duplication error.
- C. Database working group (DBWG) recommendations.
 - 1. Brenner attended the Database working group meeting to present the Board's thoughts about databases. It is, she proposed, a time to reevaluate and if you were to start at zero, what would you purchase.
 - 2. It was evident that the DBWG was unclear about the mandate and process because no databases were recommended for cancellation.
 - 3. The Board discussed the importance of specific tasks for the group. For example, perhaps they need a directive to work within a specific dollar amount. Anything over that dollar amount and the DBWG would be required to present an argument for it. In addition, the Board should be clear on how recommendations will be evaluated. It is hoped that the DBWG would feel free and, are in fact encouraged, to think outside the box.
 - 4. Jones theorized that perhaps databases should be categorized as some for the public and some for the staff and that even jettisoning the word "database" for "service" might help in the promotion and understanding of these products.
 - 5. Houghton and Brenner will work on goals for the DBWG to reflect the Directors' discussion and to assist the members in their work.
- D. FY15-16 proposed budget
 - 1. The Board presented McMahon with questions which were answered.
 - 2. eBooks are not yet included.
 - 3. Link + is unknown at this time.
 - 4. Please review budget and advise McMahon about concerns.
 - 5. There will be a more refined and accurate budget for approval in April.
- E. Other non-action items
 - 1. A number of staff from throughout the Libraries will attend the ALA conference in San Francisco in June.
 - 2. The Public Library Director's forum was informative. There were sessions on disaster preparedness, rural libraries using an Amazon program for acquisitions and the observation that the Rancho Cucamonga Library is doing innovative things.

6. Standing items for the agenda

A. System Administrator's report

1. McMahan thanked the Board for the extra-hire staff this past year. It was particularly helpful during the short staff period.
2. There will be Enki training with Amanda Faust at Los Gamos.
3. McMahan will be at IUG and on vacation for the next meeting so he will use face time or go-to meeting to participate.
4. Please note that MARINet will be less responsive from now until Wednesday next week due to the move.

B. Correspondence

A solicitation was received from an accounting group requesting MARINet's most recent audit. It appears to be a business inquiry.

C. Future Agenda items

1. MARINet Los Gamos update
2. Link + funding update
3. No fines on children's items (MCFL) update
4. MARINet eBook funding resolution
5. Marin Libraries event calendar update
6. PC reservation software update
7. Sierra 2.0
8. Database working group recommendations FY15-16
9. FY15-16 budget resolution

7. Announcements

- A. Belvedere-Tiburon—new writer's group, game night, heavily into fundraising for new construction and closing on April 17 for weed day.
- B. MCFL—Interviewing for eServices Librarian (had 8-9 candidates), April 4 at South Novato Library is Bookapalooza to show the new facility and to sell/give away 12-14K weeded items. Have 15 commissioners for the first time in a long time. Nice news story about Marin City opening 7-days a week.
- C. Sausalito—weeding, finding gems and overall material clean-up. Due to great public turn-out for City Council meetings regarding the Ferry Landing project, the Library is getting wired to support public overflow at meetings.
- D. Mill Valley—Amy Stewart, author of *The Drunken Botanist* is the next First Friday event, meant to coincide with breaking ground on the smart garden in April. Pitch an idea grant for "My Cast" which is podcasting for creative writing, music by Teens. Picture books are coded by subject and the public seems to like it so far.

- E. San Anselmo—Tonight is History of Carnegie Libraries program by Dr. Anthony Bernier of SJSU with a tour and reception afterward. Night of the Poets, a 12-year San Anselmo tradition is Thursday, April 23 at 7pm. Looking for more ways to reach the community effectively in promoting programs. Looking for sharper language and not just new avenues but how to be noticed in the noise we all live in.
- F. Larkspur—2nd round interviews for circulation supervisor. Visioning for future new library has been very informative. Looking at one story, 20,000 square foot library.
- G. COM—Starting to host events in the W. Keith meeting room. The Emeritus group partnered with Book Passage and 80 people attended. Working on a library reorganization and going to ACRL conference.
- H. San Rafael—Two-day visioning with stakeholders, staff and public was great. Zing Train was provider and was funded through pitch a grant. Library Loves you week in February was successful—gave away freebies each day.

Respectfully submitted by Linda Kenton