

MARINet Board
June 18th, 2015
College of Marin Library
Learning Resources Center, 2nd Floor, 835 College Ave., Kentfield
9:00 a.m. – 12 p.m

Present: Abbot Chambers (Sausalito); Sarah Houghton (San Rafael); Sara Jones (MCFL); Dan McMahon (MARINet); Jessica Trenary (MARINet); Frances Gordon (Larkspur); Pearl Ly (College of Marin); Anji Brenner (Mill Valley); Debbie Mazzolini (Belvedere-Tiburon); Gary Gorka (Dominican University)

Absent: Linda Kenton (San Anselmo)

- I. Public Comment Period. No one from the public was present.
- II. Introduction of Guests: There were no guests.
- III. Approval of minutes from 5/21/2015: The minutes were approved unanimously, with minor corrections (FG/PL).
- IV. Old Business
- A. LINK+ Update (new prices, new members?)

McMahon reported that College of Marin will be joining LINK+ now that the new pricing structure is in place. There is a \$2,000 set-up fee for each library that joins. McMahon suggests that we to cover the \$2,000 out of the sinking fund, which is what was done when the MARINet libraries originally joined LINK+.

III is apparently working on an Encore catalog for LINK+. McMahon also anticipates better integration of LINK+ with the MARINet Encore catalog. McMahon reports that he doesn't yet have revised LINK+ pricing for MARINet members. July membership bills from MARINet will reflect the new LINK+ prices.

- B. Online library card application

Houghton reviewed a proposal from a company called "Library Market" to facilitate online library card registration. The idea is to replace the current MARINet e-card sign-up form with the platform provided by Library Market. The process would be: patron fills out form, credit card check verifies address, library card is then authenticated.

McMahon says that MARINet could act as the central processing point for assigning cards to libraries. Jones asked if MARINet could do all the coding and send out the cards also. McMahon thinks that MARINet could perform that function. Mazzolini asked if it would be possible to include something with the form asking if patron would want to receive program emails etc. Jones proposed an alternative would be to reach out to people after a card was created to at that point ask them if they were interested in receiving other information.

McMahon was tasked with putting together a document that articulates the new process and workflow using Library Market. McMahon will collaborate on the document with the Circulation Working Group, which will be meeting on July 9th. Houghton: The goal from San Rafael's perspective is to completely replace the way that people apply for library card; allow us to completely move to an online process; and reduce errors created by manual entry. McMahon will present an update at the next MARINet Board meeting.

C. Marin Libraries Event Calendar

Trenary reported that the goal of a Marin Libraries Event Calendar is for all libraries to feed their local programs into a central event calendar using RSS or iCal. She has figured out how to export local calendars to a central calendar. She started working with a Google Calendar but the formatting was terrible. For her prototype she has used a program that provides a better interface than Google Calendar. The prototype has programs listed by day and library (coded by color). Data is pulled automatically and automatically updated. Formatting is somewhat different for each library due to the different calendar platforms used at local libraries. Libraries may need to standardize their local data entry to improve the consistency of the central calendar. Trenary will pull together a style manual for libraries. The mobile view of the calendar scales to a smaller screen size. Brenner asked if there is a way to restrict events that are at capacity so that those events don't show on calendar. Brenner asked whether it would be possible to filter by event so there could be a calendar with just kids' events. Trenary's next steps are more tweaking and testing. Trenary will reach out to Board members to identify local contacts to help her with set up.

D. Record History and staff changing titles

McMahon reported on the instance of an inappropriate change to a title in the MARINet catalog. The change was most likely done by a staff member with the administrative login credentials. McMahon has turned on a "see record history" feature so that MARINet staff can see the last 5 logins to change a bib record.

McMahon will draft a MUD message reminding staff not to make these changes. The draft will be reviewed at the next MARINet Board meeting.

E. 2015-2016 meetings dates (March '16 is IUG)

The regular March 17, 2016 MARINet board meeting date conflicts with the IUG conference. Houghton recommends canceling the meeting. The Board could still schedule an emergency meeting if necessary. There was general agreement on this approach.

F. 25th Anniversary of MARINet next year

Houghton asked what we should do to celebrate the 25th anniversary of MARINet. The original MARINet CLSI system went into place in 1991. McMahon wants to figure out a plausible time (day, week, or month) for the anniversary. McMahon will do more research on dates and would like to see any pertinent information from the archives of member libraries. Houghton proposed doing a 3-minute video about how things used to be and how they are now. Mazzolini asked about a special amnesty or some sort of new service launch to commemorate the anniversary. Jones suggested the idea of passports that patrons could bring around to all libraries to be stamped, with a prize for people who fill their passport. This will be an ongoing topic of discussion for MARINet.

G. San Quentin Library Services

Ly reported that there may be some community college funding for collaboration with prisons and that she has met with a librarian from San Quentin.

On the topic of collaboration, the Board discussed the County Law Library as another possible institution to collaborate with. Thinking more broadly about building relationships in Marin, Jones proposed the idea of holding a meeting (or a coffee or a lunch) with staff from area special libraries and school libraries.

V. New Business:

A. Alternatives to OCLC

McMahon circulated a document drafted by Mildred Arencibia (*"Are there alternatives to OCLC for cataloging?"*). Arencibia recommends that MARINet libraries continue with OCLC but keep an eye on alternatives. The other present alternatives are not attractive.

B. Content Pro update

No update from the last meeting. Jones and Brenner will discuss next steps. MARINet is in the 2nd year of a 3-year contract with Content Pro.

C. Need new Vice Chair for FY15-16

June is the last meeting for Houghton as chair. Jones will be the chair in FY 2016. A motion was made to nominate Brenner of Mill Valley as vice chair of the MARINet Board for FY 2016 (FG, DM). Motion approved unanimously. McMahon will look at old meetings to see if he can create a new rotation schedule for chairs.

D. Quote for III's Mobile Worklists

McMahon presented a quote for \$7,500 per year for III's Mobile Worklists product. The product doesn't yet have full functionality, and McMahon doesn't recommend moving forward at this point.

E. July 9 Susan Hildreth event – task force needed

Houghton asked for help organizing snacks etc. for Hildreth's talk on July 9th. Jones offered to provide assistance. Houghton asked Jones to say a few words of welcome at the beginning of the event.

F. RFID discussion -- time for an analysis?

Jones would like to have a consultant do an RFID analysis for the MARINet libraries. Jones would like to work with someone who is not a vendor. Brenner believes there are potential efficiencies to gain in going with RFID. Jones says MCFL polling revealed little concern about RFID and privacy. The big expense with RFID is tagging every item. RFID works really well with self checks, and is great for inventory and checking in. Security gates work well with RFID, but are not necessary and are very expensive. There was general agreement among Board that it is worthwhile to look into RFID. Some complications were reported with LINK+ and RFID. Jones will look into cost of a consultant and bring it back to the Board.

G. Other non-action items.

Houghton attended the NorthNet meeting in Roseville on June 5. Houghton distributed the meeting packet.

Houghton shared information about a group called Senior Access that provides resources for those working with people who have dementia. Senior Access could conduct training sessions at a MARINet level or at local libraries. Houghton will try to schedule a MARINet training session.

Mazzolini raised the issue of corrupted hold lists at Bel-Tib. College of Marin may be experiencing a similar problem. McMahon asked libraries to send him item record information if you encounter this problem. McMahon also mentioned that frozen holds may be causing some problems.

VI. Standing Items for the agenda

- A. System Administrator's report. The deployment of Sierra 2.0 will begin in July. Training continues with Trenary. McMahon will be taking down the old agendas from the catalog website but will leave all the old minutes. E-commerce distribution takes about 4-5 hours to do a monthly report. McMahon is working on a simpler, faster e-commerce distribution method, but it may change the way that funds are allocated. McMahon will come back to the Board with a proposal for the new method. The User Experience Working Group (UXWG) met for the first time on June 1st.
- B. Correspondence: The audit for last year was received from Larry Johnson, CPA. The audit needs to be signed by the chair of the MARINet Board. Everything appears to be in good shape with our processes and documentation.
- C. Topics for future agenda: Online library card authentication, MARINet 25th anniversary, record history and staff changing titles, Marin Libraries event calendar, Content Pro update, RFID.

VII. Announcements:

San Rafael: San Rafael has three current vacancies. The final interview for Assistant Director is coming up soon. Two other vacancies are expected to open in the near future. Summer reading sign ups are strong.

Larkspur: On July 1, Larkspur will lower the \$1/day overdue fine for DVDs to \$0.50. Larkspur is updating salary schedule for hourly pages and will be contacting other libraries to learn their hourly wages. Gordon will begin a survey of all hourly library wages across Marin as a benchmark.

Sausalito: Sausalito plans to begin interviewing for a new LA II soon.

MCFL: MCFL will be at the Marin County Fair this summer. MCFL now has a “pop-up” library in South Novato with a service desk and shelving in a 2,000 square foot box. The new South Novato branch probably won’t open until November. MCFL has hired a consultant to do a classification study. The Marin History Museum saga continues.

College of Marin: There are currently vacancies for head of tech services and head of circulation. The first annual “Common Read” is launching soon, with David Patterson coordinating. The Common Read book this year is about a migrant farm worker who became a brain surgeon. The author will also be the commencement speaker.

Belvedere-Tiburon: Bel-Tib won a “Communicator Award” for the new library website.

Mill Valley: Smart garden phases 1 and 2 are almost complete. A rain garden workshop was held last weekend. The first middle school mash up reading party is coming soon, with over 100 kids signed up. Lots of Mill Valley staff members are going to ALA.

Dominican University: A new librarian is now on staff named Nnekay FitzClark. FitzClark was formerly the head librarian at St. Ignatius Prep. Otherwise things are quiet for summer.

The meeting was adjourned at 12 p.m.

Submitted by Abbot Chambers