

MARINet Board Meeting Minutes

Sept. 17, 2015

Board Room – MARINet/MCFL Tech Services

1600 Los Gamos Dr., Suite 180, San Rafael

9:00 a.m. – 12 p.m.

Present: Dan McMahon (MARINet), Sara Jones (Marin County), Linda Kenton (San Anselmo), Sarah Houghton (San Rafael), Abbot Chambers (Sausalito), Frances Gordon (Larkspur), Anji Brenner (Mill Valley), Amy Gilbert (Dominican), Dave Patterson (College of Marin) and Debbie Mazzolini (Belvedere-Tiburon).

Meeting was called to order at 9:03 am

I. Public Comment Period

There was none

II. Introduction of guests

Jen Robinson - Digital Initiatives Manager, MCFL

III. Approval of minutes from July 16, 2015 meeting

Minutes were approved with several corrections - motion from Anji Brenner and a second from Frances Gordon. Unanimous.

IV. Old Business

A. **CENIC - update on project:** Dan reported that he and Dave Cooper (Marin IT) are working on the next steps - filling out a Technical Survey on the Consortium's current technology infrastructure and network design.

B. **Online library card application update:** Dan reported he is working on the W-9 information and has received 3,500 library card barcodes. He is working with a taskforce on the design of the library card.

C. **Marin Libraries Event Calendar** – Dan reported Jessica is still working on it – no new progress to date.

D. **25th Anniversary of MARINet Update:** Linda reported her subcommittee received only one response to the MARINet-wide email she sent out asking for ideas. Anji recommended the subcommittee focus on being creative, but keep the logistics manageable to ensure a successful event. She also recommended that time be allotted during a Board meeting, so the subcommittee could continue planning for this event. Anji made some suggestions on the creative process for a new logo design.

E. **RFID Discussion:** Sara Jones handed out an RFID proposal for investigating whether RFID implementation makes sense to do at the consortium level. The Board agreed that an independent consultant (a non-vendor) would be best.

- A. **College of Marin update:** Dave Patterson reported the Library is still thinking about leadership; they are recruiting for a lead position in Circulation and Technical Services; evaluating library card issues, which Dan elaborated on.
- B. **Driver's License numbers in patron records** – Sara reported that this project was put on hold by County Council for the moment. She will continue to pursue this proposal. Sarah Houghton asked Dan if he had the capability to pull data from the patron record (for the City Libraries only) – that's if they wanted to do so, and Dan said "yes." Abbot recommended this topic get put on the agenda for the next Circulation Working Group meeting before the Board makes any final decisions.

V. New Business

- A. **Budget and Budgeting Updates** – Dan reported he found some "unused funds" from the last few years (\$64,180). The County's fiscal analyst's has a protocol in place when using/moving unused money to cover MARINet expenditures. Dan will come back to the Board with a resolution for a revised budget to accommodate some budget revisions relating to personnel, benefits, and office equipment needs.
- B. **Plan for joint DRWG meeting next month-** Dan reported the group is almost finished with their proposal and will have another meeting to finalize everything. Dan asked the Board how to structure next month's agenda, allowing time for their presentation. Sara Jones recommended the Board start with the business items, and then have the group present. Sarah asked Dan for an update on "Zinio" (MARINet's multi-platform distribution service for digital magazines). He reported they are still working out some kinks and it should be ready to roll out in a month. He also mentioned the group was asking for additional monies to subscribe to a "toddler's collection" of magazine titles. Sarah suggested that DRWG incorporate this proposal into their group presentation at the next meeting.
- C. **Demo of Savannah (OrangeBoy)-** Jen Robinson, Digital Initiatives Manager, for MCFL gave a presentation on OrangeBoy's "Savannah" (a cloud-based, customer- focused software service). She showed examples of the cool features that allow libraries to better understand patron needs and to create personalized customer-service experiences and communications, to achieve measurable results. Another personal touch is the capability to do "Instant messaging" through the library's website.
- D. **Other non-action items**
None

VI. Standing Items for the agenda

- A. **System Administrator's report** – Dan expounded on key items:
- He's working on designing the stamp for the "passport" program to celebrate MARINet's 25th Anniversary – (staff can visit all the MARINet Libraries and collect a stamp in their passport);
 - Working on developing more training (Decision Center, Create Lists, etc.);
 - eBooks – digital records for newly purchased eBooks is up-to-date through the beginning of September;
 - MUD is still broken and he is working on a temporary work-around;
 - CALIFA Vendor Fair – great opportunity for members of the DRWG (Digital Resources Working Group) to learn about new online resources. Dan's favorite was the "BiblioCommons catalog." – great interface.
- B. **Correspondence** - None
- C. **Topics for future agenda**- CENIC; Marin libraries online library events calendar; MARINet's 25th Anniversary Event; driver's license numbers in patron records discussion; DRGW presentation.

VII. Announcements

Belvedere-Tiburon – The library support groups are busy with programs and the Foundation is busy with community outreach and fundraising; the library has a new program that is drawing huge crowds – they are offering a chess program.

Larkspur – City Council is hosting three Town Hall Meetings to get more community input on the design of a new Library Community Center.

Marin County – MCFL is sponsoring a staff retreat at the "Dance Palace"; the Marin County Civic Center has been nominated (designed by Frank Lloyd Wright) for inclusion on UNESCO's World Heritage List; the 2016 One Book One Marin selection is "the Martian" – the announcement goes out Sept. 25th; staff will be leasing property for County archives (artwork, historic maps, etc.).,

Mill Valley- finished their Library's Strategic Plan (contains 6 main goals); library consultant, John Huber, provided informative data that resulted in a re-evaluation of library programming; Library hosting the "Pataphysical Slot Machine" event which will be unveiled on Oct. 2nd; the Director will be on vacation for 2 months and will miss the next two meetings.

San Anselmo – Delivered newspapers are being stolen before the library opens, however, the library has a "good samaritan" grabbing the paper early in the morning; Staff will be implementing a "Coloring Book Program" for adults; the City is having their annual Country Fair Day & Parade on Sunday, September 27, 2015.

San Rafael – Sarah reported on the following: attended a meeting at Marin Promise (a partnership of Foundations and Partner Funders) whose goal is educational equity for

all students in Marin. Library participation will be key and she will provide more info at the next meeting; busy with filling vacant positions. The vacant position at Pickleweed was filled by Librarian, Lea Aschkenas; staff still working on parcel tax renewal and the Community Outreach and Assessment Plan with Group 4.

Sausalito – the library has filled the vacant L.A. II position - (Rebecca Bergen); programming still going strong; the library has a flea problem; the City is working on an ADA plan.

Dominican - students are back from summer vacation and school activity is in full swing.

College of Marin –The library is recruiting for a lead position in Circulation and Technical Services; Implementing a new program called “Compass” (**College of Marin Promoting and Supporting Success**) that partners with Marin County High Schools to help get students ready for college and contribute to their academic success.

Adjourned at 11:30 am

Minutes will be taken by Linda Kenton

**Respectfully submitted by,
Frances Gordon**