

MARINet Board Meeting

October 15, 2015

Board Room

MARINet Office

9:00am-12:00pm

Present: A. Chambers, S. Jones, H. Bankhead, C. Brancoli, D. Mazzolini,
D. Patterson, F. Gordon, G. Gorka, L. Kenton, D. McMahon, J. Trenary

The meeting was called to order at 9:11 am.

- I. Public Comment Period—There was no public comment.
- II. Introduction of guests—Henry Bankhead, Assistant Director of San Rafael, representing Sarah Houghton, and Cara Brancoli, , Head of Reference, Mill Valley, representing Anji Brenner.
- III. September 17, 2015, 2013 minutes were approved, MSC Mazzolini/Chambers.
- IV. Old Business
 - A. Cenic: update on project
 1. There is a lot of paperwork being done at this time.
 2. All locations will be able to adjust prices and speed as needed.
 3. One concern is that now MARINet can hop onto the network and clear stuck sessions. May not be the case after this upgrade so looking at a technical solution for continuing to provide this service to the libraries.
 4. Cenic is pleased with how organized MARINet is on this project.
 - B. Online Library card application—update
 1. The plan is to go live in January.
 2. Working group met to discuss what to send out to new online library card patrons. They want a real stamp on the envelope in order to avoid looking like junk mail. They are returning to their

home libraries to further clarify what each jurisdiction wants to include to their new patrons.

3. Trenary shared a welcome letter on a single sheet, well designed, that would be sent from MARINet, with libraries' hours and other information. The library card will be paper.
4. Privacy—what is vendor doing with the data? The credit card is a simple pass through for verification. Patron information like address and phone number will be kept for a month, in case needed by MARINet, and then will be deleted.

C. 25th Anniversary of MARINet—update

1. Kenton reported that Brenner and she had discussed each library taking a concept they were passionate about and showcasing it at their library. Another idea was for the Directors to generate a list of twelve topics to highlight on the MARINet homepage over the course of the anniversary year.
2. Jones shared MCFL's passport program for staff to get to know the MCFL libraries. A mock passport was created and each branch developed its own rubber stamp. Well received by the staff with good participation.
3. Directors really liked this idea.
4. The discussion included a potential raffle for patrons who make it to all the libraries, a travel guide description to each library, and a graphical fun map to locations.
5. What about a virtual stamp for visiting on the web?
6. Each library would be responsible for making its own rubber stamp and there was some discussion about how many stamps would fit on the current passport format, the potential for changing the format to fit more and whether it is fine to leave it as it is and patrons could add a page into the passport as necessary.

Action item: Directors will return to the November meeting with ideas for the banner ads on the MARINet homepage.

- D. Driver's License numbers in patron records
 - 1. Nothing to report on this topic.
 - 2. The Circulation working group is opposed eliminating the driver's license ID because they use it all the time to identify patrons in a truly unique way.
 - 3. Table this item.
- V. New Business
 - A. UXWG Recommendations on notices and Login Pages
 - 1. Recognize that some of their works overlaps with the circulation group.
 - 2. Recommend to change term PIN to Password.
 - B. CWG recommendation on frozen holds
 - 1. Currently, frozen holds exist on a record for 255 days. Staff is finding many issues with this, such as items with check shelf status yet having holds and items that look like they cannot be renewed because of holds yet the holds are frozen and so items can be renewed.
 - 2. Recommendation from the working group is to reduce the time period. Directors recommend 180 days instead. MSC Mazzolini/Gordon
 - 3. Request that a MUD message is sent explaining the change.
 - C. Other non-action items—none reported
- VI. Digital Resources Working Group (DRWG), Joint Meeting: Outlining plans for now and future years
 - A. Directors and the Working Group introduced themselves.
 - B. DRWG addressed ways they approached the letter of direction from the Board.
 - C. Changed name from Database Working Group to Digital Resources Working Group.

- D. Central question: what digital resources do patrons want?
- E. DRWG has created a patron survey to attempt to determine what and how patrons use the digital resources. This was shared with Directors.
- F. A question/answer discussion ensued with several suggestions from the Directors.
- G. The idea to survey staff with a different survey tool was proposed.
- H. The DRWG will contemplate the recommendations and launch the survey in the next week, including one for staff.
- I. A member of the DRWG will return in December with preliminary survey findings and there will be a full report with recommendations in February.
- J. A brief period of reflection followed the departure of the DRWG. Observations include
 - 1. that there appears to be a division about digital resources: patron use versus staff tools
 - 2. that second-level reference could be achieved by contacting Dominican University instead of using certain digital resources
 - 3. creating a budget line item for staff tools as opposed to all digital resources lumped into one
 - 4. concept of patron on demand for acquisitions and how that relates to digital resources

VII. Standing items

A. System Administrator's report

- 1. Can the mailing of bills via snail mail be stopped? Only 4% of patrons don't receive email.

Action item: Jones will check with County finance.

- 2. Note that libraries may need new credit card readers for new chip credit cards. Self-checks may need smart card readers.
- 3. MARINet will study equipment needs.

4. At the User Experience (UX) working group, there is interest in bibliocommons. This is a discovery layer for the catalog, like Encore.
5. Estimated cost is 57K the first year and 32K thereafter. Encore is 38K.
6. Gorka suggested investigating WorldCat.
7. Encore mobile exists now.
8. UX likes the design, the interactive nature, comments from librarian, critics, users and the ferberized hits.
9. Does not coordinate with Link+
10. III CEO resigned at end of August after a three-year contract. The top stratum seems to be cycling out every 13 or 14 months.
11. Directors raised the issue of the future of the ILS and that it should be studied by the group.

B. No correspondence

C. Future agenda items

1. Future of the ILS. Think of the scope of the ILS. This will be considered an item for the January retreat.
2. Cenic
3. Online Library cards
4. 25th Anniversary
5. Snail mailing bills
6. Online calendars

VIII. Announcements

1. MCFL: Maupin performing 10/25. Mention having a library card and get \$5 off. November 18 is South Novato opening.
2. SR: Sarah is out on medical leave. Working with Group 4. Committee forming for the parcel tax renewal. There is interior painting happening, and there is new furniture in the children's room. If at CLA, Friday night 10:00pm-2:00am, checkout the nighttime track with Henry.
3. COM: Hired permanent circulation lead and technical services staff.
4. Dominican: Pass

5. MV: Lit Quake and Naked truth coming up.
6. Lark: Pass
7. Sausalito: New logo in development, working with BMI to digitize MarinScope Sausalito paper. The digitization is for library use only. Is costing 5K and will own the resource.
8. SA: Historical museum has had old San Anselmo Herald newspapers digitized by UC Riverside as well and interested in BMI project; Tunstead Live is on 10/23. An actor, Robert Sicular, will perform works by Edgar Allan Poe.
9. B/T: Annual Elaine Petrocelli lunch, the 26th year, to take place. About 230 people attend. It is a fundraiser for the library.

Meeting adjourned at 11:58am

Respectfully submitted

Linda Kenton

San Anselmo