

MARINet Board Meeting Agenda
October 20, 2016
Board Room – MARINet/MCFL Tech Services
1600 Los Gamos Dr., Suite 180, San Rafael
9:00 a.m. – 12:00 p.m.

Attendees: Teresa Capasso (Larkspur), Janice Akel (Larkspur), Anji Brenner (Chair, Mill Valley), Linda Kenton (Vice Chair, San Anselmo), Sarah Houghton (San Rafael), Abbot Chambers (Sausalito), Sara Jones (MCFL), Debbie Mazzolini (Bel-Tib), Gary Gorka (Dominican University), Dan McMahon (MARINet), Sarah Frye (College of Marin)

Anji Brenner called the meeting to order at 9:10 a.m.

- I. Public Comment Period
There was no public comment.
- II. Introduction of guests
Introduction of Janice Akel, new Director of Larkspur Library.
- III. Approval of minutes from September 15, 2016
Houghton asked to Change "Agenda" to "Minutes"
Motion to approve by Jones. Houghton second. Unanimously approved.
- IV. Old Business
 - a. CENIC – progress report
McMahon referred to various updates on the CENIC project that he distributed via email in advance of the meeting. The project is going quickly and quietly and should be completed on schedule. Cost will be \$8500 per building per year, not to include Dominican or COM.
Pt Reyes and Pickleweed need cable installation.
 - b. 25th Anniversary of MARINet – update
McMahon distributed passports and other materials. Brenner opened discussion about how to note that patrons have completed each section. McMahon noted that Trenary is working on a webpage to describe the contest to patrons; McMahon will send a link so libraries can provide feedback before the November 1 launch. Brenner and Jones agreed to write a Passport press release after today's meeting. The press release will link to the website for further information. Passports will be distributed to patrons on November 1. As libraries run out, McMahon can send more.
- V. New Business
 - a. Larkspur update – Introduce new director
Akel is excited to be here!
 - b. E-Book topics:
 - i. Spending by libraries

McMahon distributed spreadsheet with totals for Overdrive from FY09-10 to FY16-17. Brenner asked if we could begin earlier next year in creating a list of what's needed to help libraries prepare reports in a timely manner.

ii. SMART Train report

Train construction is delayed. Jones would like to have a means to promote library e-resources (and use of the libraries generally) for passengers on the train. Jones convened a group to gather information and they will continue meeting. At the moment, it's unclear what infrastructure can be supported. Sonoma and Marin libraries have been asked to support extended bandwidth. Jones and Trenary have spoken with Overdrive regarding the project and to ask specifically about including kiosks in the train stations.

iii. Hoopla?

McMahon distributed pricing information compiled by Trenary and shared her findings that there is no financial advantage for MARINet to sign up for Hoopla. Report has been that it's easy to use, and individual libraries have not had an issue with going over their limit. San Anselmo, Mill Valley, Larkspur do not currently have Hoopla.

Discussed that if libraries sign up for Hoopla individually (for which the charge is very small), then links should be included in the catalog. However, it was noted that an issue with Hoopla and Overdrive is removing content from the catalog when it's no longer available. Safari and Enki handle this by delete everything and adding it back in to keep information up-to-date. This is not currently an option with Overdrive or Hoopla. Over the next two years, libraries are in favor of moving to Overdrive Cloud.

iv. Update on 3M Cloud "linked Cloud"

EBWG has recommended discontinuing 3M. It has been renewed through the end of the FY in June for a \$14k licensing fee. Jones reported that 3M was willing to work with MARINet to eliminate the platform fee. Although Sacramento has discontinued 3M, there are other libraries including San Diego and several northern California libraries that MARINet could partner with. Chambers made a motion to not to renew the Biblioteca/3M account beginning next FY. Kenton seconded. Voted unanimously to discontinue. Chambers mentioned the need to begin planning to inform patrons of this change.

c. Working Groups: DBWG and EBWG? UXWG?

McMahon thinks it's still too early to combine DBWG and EBWG; this was discussed and agreed upon. In the meantime, the meeting schedule will be changed. Laura is willing to chair UXWG

McMahon reported that the Bibliocommons app is in final testing. It looks really nice and should be available within a few weeks. McMahon will send instructions to libraries.

d. Topics and Schedule for Breakout Sessions

Brenner reviewed prospective topics from the last meeting and asked for additional ideas, which were identified as:

- Statistics and metrics and what we're collecting
- Policies
- Academics

Houghton suggested renaming the sinking fund the reserve fund; this was agreed upon. McMahon suggested holding only 2 breakout sessions at a time so there could be a MARINet representative available. Brenner will send a list of topics so we can sign up and prioritize our interests. Breakout sessions will be implemented at the next meeting.

e. Other non-action items

Jones was asked to provide a comment about MCFL's experience with LINK+ to be used in a presentation by Innovative. Jones thinks the comment should come from the group since we joined LINK+ as a consortium. Jones and Kenton will coordinate to provide this.

VI. Standing Items for the agenda

a. System Administrator's Report

Discussed Bibliocommons. McMahon thinks the September drop in circulation was not connected with Bibliocommons but with more general causes such as patrons being busy, back to school, etc. McMahon noted that Bibliocommons is more efficient as a web server than the classic catalog. He thinks the classic catalog still accounts for approximately 10% of searching although it is difficult to determine who is using Bibliocommons versus the Classic Catalog. McMahon thinks it's important to look into this to determine what's being used.

McMahon mentioned an Internet Librarian session on hacking and library websites. This is becoming a problem for libraries where patrons can make donations or pay fines online. The CENIC firewall will help prevent this for MARINet, however it will take 3-days to get the IP to block a hacker and another 3-days to see if blocking worked. McMahon noted that this is MARINet's largest security issue. Gorka mentioned looking into a third-party service.

b. Correspondence

No Correspondence.

c. Topics for future agenda

CENIC
SMART Train report
Plan for the retreat
5-year plan
No meeting in December

VII. Announcements

SRPL: Hired Technical Service Supervisor. Has a vacant librarian position. Discussed dismissing all fines for all patrons at October Board Meeting. Will vote at November board meeting and share the result with the San Rafael City Council.

College of Marin: The College website is in the process of being updated. The Library website will be updated sometime in December or January. The College continues to prepare its 2017 Institutional Self Evaluation Report (ISER) as part of the accreditation cycle.

Larkspur: Will hold a ceremony on October 21 for the placement of a plaque in memory of Francis --. Additionally, a bench will be placed in front of the Library and an annual scholarship has been established for students at Redwood High School.

Belvedere-Tiburon: -- will retire. Mazzolini will consider revising the position description.

Dominican: The University is soon to begin its accreditation cycle. The Library will undergo a major remodel over the next 2-3 years. Half of library will become a new student center and advising center. IT will be moved into a different building.

MCFL: 10/20 CLA will include two demonstrations of the Virtual Reality; this is in coordination with SRPL, who has also provided VR. 10/20 Chamber of Commerce Mixer Event on maker-space. Future press release to indicate that the Zimmer Family donation will be dedicated to replacement of Corte Madera library.

San Anselmo: 10/20 "Tangled Vines" event will include a reception and wine. Kenton is training a librarian to do cataloging and processing of new materials; Houghton has sent someone to help train. Kenton is also working on a state report, strategic planning, and planning retreat with the Town Council.

Mill Valley: Brenner announced that three libraries, Corte Madera, Larkspur, and Mill Valley each received a bequest of over \$661,000 from the Zimmer Family Trust. The IJ wants to run an article.

Sausalito: Will be providing amnesty for fines 10/24-31.

The Meeting was adjourned at 10:34 a.m.
Minutes submitted by Sarah Frye