

MARINet Board Meeting Minutes
May 18, 2017
Board Room—MARINet/MCFL Tech Services
1600 Los Gamos Drive., Suite 180, San Rafael
9:00am-12:00pm

Present: Anji Brenner (Chair, Mill Valley), Scott Bauer (MCFL), Abbot Chambers (Sausalito), Janice Akel (Larkspur), Sara h Frye (College of Marin), Deborah Mazzolini (Bel-Tib) and Linda Kenton (Vice Chair, San Anselmo), Jessica Trenary (MARINet) and Elisa Rodgrigues (MARINet).

Anji Brenner called the meeting to order at 9:07 a.m.

I. Public Comment Period

There was no public comment.

II. Introduction of guests

Elisa Rodrigues from MARINet.

III. Approval of minutes April 27, 2017

MSC Chambers/Kenton / passed unanimously

IV. Old Business

A. CENIC—progress report

1. Larkspur went live and took a longer than expected. That library is very interconnected with the city. LRK staff may move back to MIDAS network due to security concerns and consistency of service.
2. MCFL switchover last Friday. Not every branch switched yet. Time is scheduled for next week.
3. MV next week. No dates yet for SR and Sausalito.

B. RFP for delivery—approval of vendor

1. 4 companies replied to rfp. Sprint is recommended by the working group.
2. Concerns were raised about a driver previously assigned to the MARINet route. Sprint assured MARINet that driver would not be given this route.
3. Language to include in contract: how to switch the driver and liability for damage to facility.
4. Plan an evaluation by staff after approximately four months of the new service. How is the delivery going? Circulation staff can communicate about delivery on the Circ Listserv in the meantime.
5. MSC Bauer/Akel to accept working group recommendation and move on to contract negotiations with Sprint. Passed unanimously.

C. Help desk Contract with Marin IT

1. MARINet office reworked old MIDAS contract to create proposed one with Marin IT.
2. Contract was sent to Marin IT but haven't heard back.
3. This is a new expense for a new service.
4. 60K is budgeted in the approved 2017/18 budget.
5. Negotiations will commence.

D. Bibliocommons Fines Platform—update

1. Why does our platform not work?
2. Another library has an implementation that works properly so we are going to try to copy them.

E. Strategic plans—report back from Task Forces

1. Library and book circulation—looking for trends.
2. Circulation continues to show a downward trend for book check-outs
3. Special displays may help to promote titles.
4. Possible III solution for automatic renewals to items. This could increase circulation but would be somewhat artificial. Discussion about implications but this feature is not yet available for Sierra so the board will wait for future developments.

V. New Business

A. EBWG/DRWG combining

1. Hard on small libraries to send people to these two separate working groups.
2. The groups recommend combining especially since the EBWG has gotten eBooks to a steady place in the system.
3. Board approved this recommendation to merge these two groups. The DRWG will take over the duties of the EBWG.
4. MSC Mazzolini/ Frye approved and passed unanimously.

B. Budget/Reserve fund for future years

1. How does the board want to rebuild the reserve fund?
2. Potential increase to 10% for a short term build-up of the reserve.
3. One recommendation to start at 10%, then decrease incrementally in subsequent years.

C. Other non-action items

VI Standing items for the agenda

A. System administrator's report

1. Highlight cloud library switch over.

2. Letters being written to eBook publishers asked for their content to be switched over to Overdrive when the time comes.

B. Correspondence

There was no correspondence

C. Standing items for the agenda

1. Budget/Reserve fund
2. Strategic plan working groups
3. Delivery contract
4. Help desk contract
5. Elect Vice Chair

VII. Announcements

1. MCFL no announcements
2. Sausalito—launch Canopy ; good click-throughs at onset. Quick set up and a higher quality collection; 2nd year in a 2-year budget cycle and making some adjustments based on CENIC.
3. Larkspur—renovated staff area which looks great. Next is redoing the children’s room—taking to the studs and redesigning. This is after summer reading. Short staffed so sorry about poaching people. Marin libraries staff differently where we share part time staff instead of having dedicated staff to each library. Very engaged board with lots of new applicants.
4. COM—looking at the design of a new library; advocating for librarians to be involved in the process. Posting Library Tech supervisor for circulation; Hidden Figures is the COM all-read for the fall.
5. Bel-Tib—Foundation has invited younger families to be members and to participate. Pop-up programs are very popular with this younger family demographic—pop up and speak. Two large ones a year and a number of smaller ones in people’s homes. Charge for this--\$75 per person or \$125 for VIP reception; this demographic doesn’t want to sit and listen to a speaker but be more active. Summer is quiet so do big weeding and clean-up—eco haul is contacted to help with the clearing out.
6. SA—Holding on being down one key staff person. Hoping to get changes to fees/fines next month by Town Council.
7. MV— New podcast program recently launched--8 books that made me. Three are recorded. Pascal Lee is the first one. Look for it on iTunes. 90 downloads the first week. New full-time hire in Children’ department. Power of paradox speaker on Friday. Pitch an idea—3D modeling skills for teens.

Meeting adjourned at 10:45 a.m.

Respectfully submitted by
Linda M. Kenton