

MARINet Board Meeting Minutes  
April 19, 2018  
MCFL Tech Services  
1600 Los Gamos Dr., Suite 180, San Rafael CA  
9:00 a.m. – 12:00 p.m.

Attendees: Linda Kenton (Chair, San Anselmo), Sarah Houghton (San Rafael), Abbot Chambers (Sausalito), Sarah Frye (College of Marin), Sara Jones (MCFL), Dan McMahon (MARINet), Anji Brenner (Mill Valley), Jacki Dunn (Belvedere Tiburon), Gary Gorka (Dominican University), Jessica Trenary (MARINet)

Linda Kenton called the meeting to order at 9:00 a.m.

Public Comment Period: There was no public comment.

Introduction of guests: There were no guests.

Approval of minutes March 15, 2018: The minutes were approved with a minor revision (SH/SJ)

#### Old Business

A. Cenic – progress report: Dan met with Dave Cooper to check on the status of the project. More work needs to be done on MCFL wifi. Graphs of usage show considerable room for growth with no increase in cost, and directors were encouraged to promote bandwidth use at their libraries.

In a recap of the costs of CENIC, Dan noted that the group is not saving much now, but that within one to three years, we should be paying about 60 percent of what we were paying before. This is still more than what we were led to believe it would cost. The amount each library is getting through ERate and CTF varies, so it is difficult to determine the exact costs per library. Dan is working to even out the costs among the consortium. All agreed the improved service is welcome and that even if costs increase, we would continue with CENIC. Without the eRate and CTF subsidies, the cost would be \$150-200,000 per year.

Chambers asked if CENIC was considering adding municipalities into the system. This would affect several of the city libraries. Dan did not have an answer to this question.

Chambers also asked about security connected with the use of CENIC. Currently usage within libraries by the public is wide open. Dan said that having a passworded portal, even a simple one, would be difficult to support, but would increase security. How staff uses wifi and whether it is passworded is another question. The Board will look more at this at a future meeting.

MARINet staff is working on a pop up screen for patrons that would let patrons know the wifi is insecure. It would also give us stats of wifi usage.

B. Joint Library Amnesty Program proposal: Joint library Amnesty Program proposal – Kenton reported that nothing has been done on this proposal yet. Will revisit at the next meeting.

Jones said she received a suggestion that fines for seniors should be waived as they are for children in some libraries. Dan said it could be done using patron type in records.

C. One Book One Marin: A discussion about the future of the One Book One Marin program was held. The issue will be revisited at a later Director's meeting.

D. Ebooks/Kanopy/Hoopla: Expenditures for ebooks was discussed. Libraries are encouraged to add money to their budgets to keep up with demand.

Jones and Houghton talked about the partnership supporting Kanopy between MCFL and San Rafael. There has been a positive response to this resource from patrons. One consideration to keep in mind is that Kanopy includes public performance rights for its films, which could allow libraries to drop their other movie licensing obligations. Directors will look at pricing and usage of Kanopy in six months to determine whether a consortium-wide subscription might be desirable.

Jessica reported that the DRWG has done a good job in stretching their budget. Directors will look to the working group for a recommendation on Kanopy as well as the question of whether to continue with EBSCO resources. The DRWG expects Overdrive use to continue to rise.

#### New Business

A. Holds Limit: The CWG recommends the Board decrease hold limits. The current limit is 500 items per patron. Chambers moved that the Board take the CWG's recommendation to limit holds to 200 per patron. Dunn seconded the motion and it passed. McMahon will implement the change.

B. Marin Comics Fest: Houghton reported that the first meeting of interested staff was held April 18 in San Rafael, and was well-attended by enthusiastic participants from most of the libraries. It was decided events will take place over the full month of September. Artists and creators are being contacted now to determine levels of participation, and a list will be distributed to the libraries in 2-3 weeks to begin booking events. Houghton mentioned the possibility of more adult-type events to be held off-site from libraries.

#### C. Other non-action items:

NorthNet – Chambers brought up the subject of the Marin libraries' participation in NorthNet. A discussion ensued about the benefits and obligations of the regional consortium, with Kenton giving a short history of the relationship, and how State law requires all libraries to be in regional consortia in order to get State money. Jones suggested one MARINet director represent the whole group with NorthNet, but no decision was made. The issue will be revisited at a later meeting.

Jones reported on Califa, which has become a 501(c)3 organization outside its previous umbrella organizations, PLP/PLS/NorthNet. Califa oversees CENIC, provides trainings through InfoPeople, and has other services. The staff consists of 3-5 people, and uses consultants for projects.

#### Standing Items for agenda

A. System Administrators report: McMahon reported that a bill was received for our cloud backup. The backup was originally a 5-year agreement, then year-to-year after that. The 5 years is up, so MARINet will cover the bill on a yearly basis from now on. This will add \$4,000 a year to the budget.

The new server is on order and will take 2-3 weeks to be delivered. It will then need to be prepared for Innovative, followed by a few days to move the data.

The budget is good this year. Marinnet will be able to cover the CENIC bill on money left in budget.

Trenary reported that the UXWG could use direction from the Board. The group is looking at a number of projects using usability testing, and Trenary and McMahan want to be sure they know the limits of the current MARINet interfaces. The group would like support from the Board to get training in User Experience methods. Houghton suggested training be approved, followed by group members present ideas and staff time requirement to the Board. Kenton recalled the UXWG's original tasks were to go over MARINet website pages and improve them, coming up with tools to help patrons better use resources. There is an online Infopeople training available for \$150 per person. Directors decided that it is ok to send UX members – the library of each WG member can pay for the course.

The possibility of using phone/Skype for meetings was brought up to save time for members of all MARINet committees.

Materials delivery – New bins and bags have been purchased. Delivery man Trevor is doing okay.

B. Correspondence: There was no correspondence.

C. Topics for future agenda: CENIC, Password/wifi security, One Book One Marin, joint fines amnesty

## Announcements

- Mill Valley: Applied for PBS Great America grant. Will be doing an adult reading challenge. Recruitment for open positions is ongoing.
- Belvedere Tiburon: The Pop Up 94920 fundraiser event to be held at a local yacht club is coming up next week. Several elderly patrons have passed away in the last few weeks, which is sad for staff members.
- Sausalito: New wing-back chairs with pillows have been purchased for the library. Staff is putting together a new book group for age 20-40 singles to take place at a local bar or restaurant. It will be moderated by a librarian.
- MCFL: Recruitment for the Assistant Director and Deputy Director positions is going on now, and there are 10 other vacancies in the system.
- Dominican: A senior librarian is retiring and recruitment for a replacement is happening. The academic year is winding down, and construction on the library unfortunately won't begin at least until the fall.
- College of Marin: Frye announced that the Tamalpais High School District, after lots of public input, decided to keep its librarians. Staff is meeting with the architect for new Resources Center.
- Library open hours will be extended the week before finals (May 25 graduation).

- San Rafael: The Friends of the Library are celebrating 10 years of running the bookstore next month. But with several strong volunteers leaving, it is difficult to keep it going. Facilities project – the Safeway site for the downtown library has been taken off the table as new owners are not interested. They continue to look at other options. Staff position descriptions for all union positions are being rewritten, as they haven't been revised for 25 years. Houghton will be attending a summit in Sonoma looking at equity in North Bay region.
- San Anselmo: Friends of the Library are looking at bookstore, trying to decide if they should renew lease. They have decided to continue keeping store open contingent on lease amount. The Library is having a Merry May festival on May 5 with a Shakespeare theme. Programs include one with a falconer. Kenton is talking to Group 4 about redesigning their upstairs space.

Meeting adjourned: 11:15 a.m.

Minutes submitted by Jacki Dunn, Belvedere Tiburon