

MARINet Board Meeting Minutes
May 17, 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), Anji Brenner (Mill Valley), Jessica Trenary (MARINet), Dan McMahon (MARINet), Janice Akel (Larkspur), Abbot Chambers (Sausalito), Jen Robinson (MCFL), Patty McDonough (Belvedere Tiburon), Sarah Frye (College of Marin), Sarah Houghton (San Rafael)

Meeting called to order at 9:03 a.m.

- I. Public Comment Period: There were no public comments.
- II. Introduction of Guests: There were no Guests.
- III. Approval of Minutes from April 19, 2018: Minutes were approved unanimously with a motion by Akel and a second by Brenner. Robinson and McDonough abstained.
- IV. Old Business
 - a. Cenic: Dan provided update on costs. The recent bill is the third large bill (\$49k). There will be another large bill, then bills will decrease. When Pickleweed comes on board in about a year, bills will decrease further. Sausalito reported an issue with bandwidth for upload and download. Dan will visit. There will be a better estimate of bandwidth speed/costs when the next bills come in.
 - b. Joint Library Amnesty Program: The board will consider a joint fine amnesty program, with all MARINet libraries participating. The Board will give guidelines but decided this should go to the Circ Working Group for further planning.
 - c. One Book One Marin: Sara Jones sent an email recapping a productive discussion with Elaine. There will be further discussions going forward about MARINet participation in OBOM. Larkspur had to leave due to cost, and San Rafael City Manager is encouraging SRPL to leave, too. Board will invite Denise Lucy to a meeting in July or September. OBOM Working Group will continue meeting to discuss process for selection, etc.
- V. New Business
 - a. Wi-Fi Security for Public: Many public libraries are now requiring (or considering requiring) Wi-Fi passwords. Dan will write a proposal for next month with timetables, pros/cons, policy, and a draft "splash page," etc. Dan will eventually need specific language from each Library regarding disclaimers for individual libraries' "splash pages." Dan will also work with Cooper to set a MARINet password. The Board will make this a priority and implement across all libraries at the same time. The goal is to make this as simple as possible for patrons.
 - b. Sierra 4.0: Auto Renewal, etc.: 4.0 became available on May 14th. This version fixes the volume problem in BiblioCommons, now enabling holds on individual volumes. The beta version had issues with call number display; Innovative IUG can help fix this, but some libraries are having problems. MARINet will move as soon as possible once errors are fixed. Sierra 4.0 will require longer, more complex passwords as of June 6th. Users can work with Innovative or MARINet to reset forgotten passwords.

New features of 4.0: Ability to include more patron types; circ can see cancelled holds; can set up auto-renewal by loan rule. Jessica and Dan will ask the Circ working Group to discuss logistics of auto-renewal and the Board will discuss further in June. Auto-renewals will be set to zero for initial move to Sierra 4.0.

- c. Other non-action items: The Board discussed whether to keep EBSCO, Kanopy, and Enki: MARINet will get a bill from Enki next month. Enki circulation is falling, and ease of use is a factor. Jessica/Dan will ask DRWG to make a recommendation whether to keep Enki and the Board will discuss at a future meeting.

Discussed whether EBSCO is useful for the public. Jessica/Dan will ask DRWG to continue looking for an alternative resource (pay-per-use or other). Mill Valley will look at usage of EBSCO on reference desk.

Decided to wait to discuss Kanopy for now and instead focus on Enki and/or EBSCO.

Board decided to take money out of Overdrive to help pay for Hoopla and work to get other libraries on Hoopla so it can be included in the catalog.

Future emails regarding adding/removing databases will be sent by the Board, not DRWG.

Jessica/Dan will have BSWG look at call number display in BiblioCommons. Currently, there may be a variety of call numbers associated with the same title (i.e. Bio Caputo, others 959.704 Caputo, DS79.74 .S96 2005). The result list displays the call number associated with the first cataloged copy of an item. This is confusing for patrons. Preference is to have no call number displayed in result list so patrons to have to click to view list with library-specific call numbers.

VI. Standing Items for the Agenda

- a. System Administrator's Report: MARINet will take time filling Elisa Rodrigues' position since this will provide savings on salary. In the meantime, MARINet will increase Aaron to 20 hours per week.

Dan/Jessica provided an update regarding Online Library Cards; the project is continuing to do well.

Board discussed inefficiency of sending print notices: MARINet currently sends about 60 print notices per day with individual notices for each item; notices often don't reach patrons in a timely manner due to USPS delays. Folding machine will be expensive to replace when it breaks, and the paper is expensive. Jessica/Dan will include message on print notices to asking patrons to provide an email address and notifying patrons that print notices will be discontinued by December.

- b. Correspondence: There was no correspondence.
- c. Topics for Future Agenda:
 - WiFi Security

Auto-Renewals
Online Library Card Process
Ending Print Notices by December
Review MARINet Jobs
UXWG Discussion/Visit
Each Director will talk to circ staff about auto-renewals, and UX person about UXWG.

VII. Announcements:

Larkspur: Recent class study and retirement will result in reconfiguration of duties. This may limit staff participation in Working Groups over the next few months. Full-time Electronic Services Librarian position will be advertised in June. Upcoming summer programming: Summer Reading, Pop-Up Libraries (hosted by Friends of the Library), and participation in Fourth of July Parade.

Sausalito: In the process of moving YA from mezzanine to main level. Reported significant issues with shelving vendor.

MCFL: Hired Deputy Director. Conducting Assistant Director interviews today. In process of hiring Selection Librarian.

Belvedere Tiburon: Recent article in IJ regarding municipal funding. Expansion is moving forward! Upcoming Programs: Coding, Art Workshops.

COM: Offering extended hours and free printing (sponsored by student government) this week. Transfer Reception Friday, May 18th. Graduation Friday, May 25th.

San Rafael: Recently filled two Trustee positions. One new trustee works for CALSTERS and brings significant financial knowledge, the other constructs wine barrels. This fills out the Board and provides one alternate. SRPL is moving ahead with Baker and Taylor with the goal of getting to 95% pre-processing. Information-seeking regarding new building will take place over the summer.

Mill Valley: Received PBS Great American Read Grant. Eight Books that Made Me Podcast released Arlie Russell Hochschild's episode, which is connected to this year's OBOM. Other libraries are encouraged to help promote this episode. Recruiting is ongoing for Head of Adult Services, Children's Services, and Technical Services with positions slated to begin in July. Michael Krasny will lead an Author Panel in September.

San Anselmo: Intern is taking Grant Writing class and is hoping to secure funds to upgrade Reading Room technology. Working to add shelving and tables and rearrange other furniture. Friends of the Library are continuing discussions on keeping their bookstore going with volunteers.

Meeting Adjourned at 11:05 a.m.

Minutes taken by Sarah Frye (College of Marin)