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

Present: Linda Kenton (Chair, San Anselmo); Janice Akel (Larkspur), Gary Gorka (Dominican), Debbie Mazzolini (Belvedere-Tiburon), Anji Brenner (Mill Valley), Henry Bankhead (San Rafael), Bonnie White, Chantel Walker (Marin County Free Library). MARINet staff: Dan McMahon, Jessica Trenary

I. Public Comment Period: no members of the public were present.

II. Introduction of guests

III. Approval of minutes May 17, 2018

IV. Old Business

    A. *Auto Renewal in Sierra 4.0.* This feature is not working correctly. Will have to wait for next release for it to work properly; Board had a discussion of the pros and cons.

    B. *Welcoming Lapsed Patrons Back to the Library:* Discussion on what libraries can do to welcome people back to the Library and what is the role of accumulated fines in deterring people from using the Library. Among the questions asked: Do we want to raise the maximum fine before accounts are frozen? Dan will run reports to assess how many people owe fines? Is it a missed opportunity to interact with patrons if we were to waive fines automatically?

V. New Business:

    A. *Selection of Vice Chair for FY 18-19:* Linda Kenton passed the gavel to Janice Akel, to be the next Chair of the MARINet Board. Debbie Mazzolini is the Vice Chair.

    B. *UXWG Chair Report:* Serianna Leyland (San Anselmo), Chair of UXWG, along with Miriam Wallen (San Rafael) reported on activities of the group. They looked at ShoutBomb and Library Elf, two services that allow libraries to send text messages, but hope that Bibliocommons will soon be able to provide the service.

    A. *Two Budget resolutions: Resolution #1*: Board Resolution for MARINet's Joint Powers Agreement calling for the designation of a fiscal agent to assist the MARINet staff in carrying out the business of the MARINet Board. *Resolution #2*: MARINet Board directs the MARINet staff to pay $63,741.26 by using the $23,500 in the bandwidth budget and cover the remaining $40,241.26 from other unused funds for FY 17-18, reducing the carry-over of unused funds to FY 18-19 by this same amount.

    B. *Vendor updates*: *Innovative:* we can do multi-year deal or single year at higher percentage increase? McMahon is meeting with Innovative representative next week to get more cost information. Board is interested in becoming more informed about

Open Source. *Marin IT:* McMahon discussed our $60K annual contract with Marin IT and his concerns about some timely maintenance help. Help desk support is good but responsiveness to issues outside help desk support is not as good.

C. *Print notices* – plan for end of print notices. Jessica Trenary has made a document. Will continue on next agenda.

D. *Online cards, mailing paper cards*: Proposal to spread out workload for coding online cards. MARINet office is assuming lion's share of current workload. Motion to eliminate sending out paper cards, which will eliminate confusion and also reduce workload and costs, as well as to get libraries to volunteer doing tax coding of online applications during the week approved. (AB/JA)

E. *UXWG discussion:* Group wanted Board direction re: desire of part of group to actually visit libraries and observe/interact with patrons on user experience issues. Those who are interested and able (with Director's approval), and with a right-sized expectation do so, can move forward. The Board sees the potential value of this approach. Members who opt out of this pilot go on hiatus until further notice. Brenner will send out notice to group.

F. MARINet staffing: filling LTA-2 opening. McMahon reported that the MARINet office is missing help desk and project support that used to be done from the LTA-2 position. Realistically, the timeline to open recruitment is probably six months away.

G. Other non-action items: none

VI. Standing Items for the agenda
   A. System Administrator's report: Trenary reported that Bilbiocommons wants to move us to a cloud-based server to better troubleshoot problems with no extra cost (good news). Replaced App Server, now have to replace Database Server. Getting quote, which will likely be $10-12K. McMahon will report exact costs at future meeting.

   B. Correspondence: none

   C. Topics for future agenda: Open Source; Welcoming back lapsed patrons; WI-FI security; new server proposal, print notices, vendor updates.

VII. Announcements:
   MCFL: reported on a fabulous experience at the County Fair; San Anselmo: took down a shelving unit to make more room for seating and patrons love it; Extra hire intern applied for grant to put technology into main room, so can actually have programs in that space. San Rafael: Lashalle passed away; Sara Houghton is leaving the Library; there is some community perception in news that Carnegie Library will be demolished, which is not true. Larkspur: Hiring for new position, e-services librarian, and in final stages of hiring Circulation Supervisor. Summer reading program is going great despite road construction, and program attendance is up over 36% last year.

   Meeting adjourned at: 11:46.

Minutes taken by Anji Brenner