

MARINet Board Meeting Minutes
September 19, 2019
MCFL Tech Services
1600 Los Gamos Dr., Suite 180, San Rafael CA
9:00 a.m. – 12:00 p.m.

Present: Abbot Chambers (Sausalito), Anji Brenner (Mill Valley), Sara Jones, (MCFL), Linda Kenton (San Anselmo), Sarah Frye (College of Marin), Debbie Mazzolini (Belvedere-Tiburon), Dan Schwartz (Larkspur), Henry Bankhead (San Rafael). MARINet staff: Dan McMahon and Jessica Trenary.

- I. Public Comment period: Community member Bill Hale brought to the attention of the Board that OverDrive recently eliminated the ability for users to download audiobook MP3 files onto Mac laptop and desktop computers, leaving streaming as the only option. Hale also expressed dissatisfaction with the technical support response he received from OverDrive.
- II. Introduction of Guests
The Board welcomed Dan Schwartz, Larkspur City Manager, who will attend meetings until a new Director is hired for the Larkspur Library. The Board wishes Janice well and thanks her for her service as Chair this past year.
- III. Approval of minutes, July 18, 2019: MSA Brenner, Jones
- IV. Old Business
 - A. CENIC Update
McMahon reviewed CENIC history including varying expectations for what bandwidth was expected to cost. E-rate appears to be applicable now as the last bill showed a zero balance.
McMahon described ransomware attacks some jurisdictions and libraries have recently experienced. McMahon assured the Board that MARINet security has been and continues to be strong, that being one of D. Cooper's (MarinIt) strengths. MARINet servers are hit hard on a regular basis but many security layers are in place for protection.
 - B. eBook Budgets
Chambers confirmed what community member Hale said was true and that it appears to have just occurred, possibly this week. McMahon reported that this change may affect up to 25% of OverDrive users.

Action item: Trenary will contact OverDrive for an explanation.

Trenary reviewed the eBook budget and of the various rules guiding licensing. DRWG considered and recommended a new eBook collection, "Skip the Line" which is like the walk- in bestseller/lucky day collections in libraries. Kenton expressed interest in using SA monies to support this new collection. Bankhead was willing to divert money saved from cancelling Lynda.com and Kanopy into OverDrive. The collection will be always available but not holdable.

Action item: Trenary will ask Bibliocommons if explanatory language can be added to the interface for the “Skip the Line” collection.

- C. Additional Book Drops in Marin County—Tabled.
- V. New Business
 - A. Executive Committee Meetings—Chambers reported that the Executive Committee (Chair, Vice Chair, County Librarian and Systems Administrator) met by Go To meeting to identify agenda items, strategize on addressing issues, and hear concerns from MARINet staff. Chambers will send an email reminder to all Directors though Directors must claim their participation so as not to violate the Brown Act.
 - B. Update on Fine Free Policies—MARINet staff provided a chart of fines’ status for each member. Bel-Tib Library went completely fine free on August 1 and conducted a study before doing so. Most Board members expressed interest in seeing the document.

Action item: Mazzolini will share the study with Board members.

1. MV is planning to reduce DVD fines.
2. The city of SR will be conducting a master fee study and remaining library fines will be part of that.
3. MCFL reported that circulation increased and the funding shortfall was met by cuts.
4. SA reduced DVD fines in January and is currently studying the possibility of going fine free.
5. COM views fine free as an equity issue for students.
6. Bankhead raised the issue of increasing the maximum overdue fine from \$10 up to \$20. Reasoning involves the fact that materials are much more expensive now than when the maximum overdue was initially established.

Action item: Trenary will ask CWG to discuss the issue at their next meeting.

7. There was a robust Board discussion regarding fine free issues.
 8. The Board will wait three months to see what data can be gathered on increased staff workload, any changes in long overdue and/or billed items, and changes in monies collected.
- C. Process for Updating the MARINet JPA—McMahon expressed three concerns about the current JPA: the Network, outdated technology language and whether the members continue to be unanimous in purchases/services or whether an a la carte model is acceptable. Schwartz recommended simplifying the JPA with addendums. Suggested organizing by Governance and Budget Structure. Schwartz

further suggested that a committee reviews the JPA, section by section, makes changes and then sends that document out to the whole board for approvals.

1. The Board agreed to create a Task Force for this matter with volunteers Brenner, Chambers, Jones, Mazzolini and McMahon accepting the challenge.
 2. McMahon agreed to document technical concerns with the JPA as a starting point for the task force.
 3. Schwartz agreed to send some examples to the task force and offered to review the work.
 4. Trenary suggested that work in progress could be put on Thurston for easy access by the Board.
- D. NBCLS and the October Meeting of the MARINet Board—Kenton reported that the NBCLS Board was to meet on the third Thursday of October for a final vote on cost-sharing for CalPERS obligations for the legacy system. She recommended that the MARINet Board incorporate the NBCLS meeting into the agenda. *The Board agreed to a 10:00am time for the conference call.* A discussion followed about the nature of the cooperative library systems and how Marin libraries fit or do not fit into the current framework. Jones offered to inquire at the State Library about the laws that create the cooperative systems: necessity of “contiguous geography” for membership and could MARINet be considered one with its JPA status and commitment to sharing (future of regional consortia).
- E. Counting Opinions and Decision Center
1. Most Directors felt the product is expensive.
 2. MCFL remains interested as it will help with the state report and provides valuable infographics.
 3. It is too late to cancel Decision Center.
 4. Using money from the sinking fund for this is not an option at this time.
 5. There was discussion about MARINet implementing and utilizing the product solely for MCFL.
- Action item: Trenary will contact Counting Opinions to inform them that the MARINet Board is not interested in the product.*
- F. Public Safety Power Shutoffs (PSPS)—Not known at this time how MARINet office may or may not be impacted. Criticality of service will factor into decisions for keeping libraries open or not. Schwarz reported that Larkspur has purchased industrial air scrubbers and MARINet will be purchasing additional flashlights.
- G. Board Goals/Initiatives for 2019-20
1. Study overdue fines across jurisdictions
 2. RFID, particularly in consortia
 3. Examine the possibility of system-wide collection development
 4. MARINet work/tasks assessment to understand if MARINet staffing is adequate.

VI. Standing Items for the Agenda

A. System Administrator's Report—Highlights include three new Express Lane systems, new telephone system at MARINet so be patient with calls, and finally got a bill for ENKI. Refer to DRWG for their review of ENKI usage after one year.

B. Correspondence—there was none

C. Topics for future agenda

1. CENIC update
2. Additional book drops in Marin County
3. JPA
4. NBCLS conference call
5. Board Goals/Initiatives
6. One Book One Marin
7. High School Librarian layoffs
8. Future of Regional Consortia

VII. Non-Action items—there were none

VIII. Announcements

1. SAU—Seeking clarity on ADA for remodel project.
2. MV—Upgrading audio-visual capabilities in the reading room, about to embark on a community survey for the next strategic plan, three vacancies, new podcast—eight books remix for YA.
3. MCFL—The FLAGship is on its way and the new name is the “Learning Bus,” trying to fill a number of vacancies.
4. SAN—Finished reading room technology upgrade and hosted first program, launching Dial-a-Story at end of month, Tunstead Live in October is on the History of Wine, and highly recommended Brian Fies, graphic novelist who wrote, *A Fire Story*, about losing his home in the Tubbs fire.
5. BEL-TIB—Breaking ground for the expansion in October and expect project to take 14 months hopefully without a closure, new program of teens helping adults with technology, November 12 is the 30th annual Petrocelli lunch.
6. LRK—Town Council approved including library in funding survey, moving forward with recruiting for a Library Director and one other vacancy.
7. SRF—Engaged in studying costs for further library services in north San Rafael and in the Canal and updating the downtown facility. Are hosting Drag Queen storytime.

Respectfully submitted,
Linda Kenton
San Anselmo