

MARINet Board Meeting Minutes

February 18, 2021 – Online Meeting

Meeting convened at 9:05 a.m.

Present: Linda Kenton (SAN), Abbot Chambers (SAU), Henry Bankhead (SRPL), Joey DellaSantina (BET), Anji Brenner (MVY), Gary Gorka (DUC), Sarah Frye (COM), Chantel Walker (MCFL), Franklin Escobedo (LRK), Jill Harris (SRPL guest), Jessica Trenary (MARINet), Dan McMahon (MARINet).

Absent:

Called to order at 9:05 a.m. by Chair Linda Kenton.

1. Public Comment
2. Guests: Jill Harris, Supervising Librarian for SRPL
3. Approval of Jan. 21, 2021 minutes: approved
4. Old Business
 - a. RFID project:

MCFL going to the Board of Supervisors to request the transfer of \$500,000 for the RFID project, at a March BOS meeting. This Board needs a resolution to accept the money and define the purpose. (Circulated in the packet, will be sent for signature online in Adobe Docs.) We're going to draft an RFQ and send it to a list of vendors that Lori provides us. Resolution (fy21-006) approved by vote.
 - b. CDTF report:

The first meeting was on Feb. 2, with 8 staff. Jamie Poirier was chosen as the group's chair. In preparation for the meeting, the group documented local collection development processes, including weeding and evaluation of materials. They are also looking at what has changed this year in borrowing patterns. Given the interest in leasing by several libraries, the concept was floated, could we do MARINet-wide leasing for best sellers? This group is excited, as everyone is figuring out how to do standing orders, preprocessing, etc. Even if the CDTF only generates a list of best practices, that's valuable. The group discussed the similarities to e-book ordering, and how ordering new hot titles in print could be faster. When we know what has changed in circ this year, to what extent will it change back with reopening? The group will report going forward in the systems report, if more is needed Abbot, Jessica or Dan will bring that. Libraries differ about the ways they select, and in philosophy about collections and cataloging, so focusing on what's different may be important.
 - c. Reopening plans:

College of Marin Library is not on track to open until Summer, and then it will be a soft opening. Larkspur is waiting for sneeze guards, also quarantine storage takes up a lot of space now. Abbot says we could be in the red tier next week. San Rafael Public Library will open the Northgate Mall site when we go to red tier. Mill Valley is looking at scenarios. At San Anselmo, many of the Friends of the Library have been vaccinated twice already, and exhibit a lightness now. We will get more pressure from vaccinated users possibly. Linda is comfortable waiting for red tier, and is thinking one day a week at first. Bel Tib won't have space until late March for books to come in due to construction. Are patrons asking for reopening? Mill Valley says generally the public is understanding about the delays in reopening the library building to the public. Marin

County Free Library says this is also their experience. San Anselmo has gotten a number of phone calls, assuming they're open already. It's understood that while libraries want to coordinate reopening, they may have local pressures that require them to reopen in this next month. The big thing is to let everyone else know via the email list if a library is reopening.

d. Agenda formation:

The form introduced last month for proposals for agenda topics is discussed. Whoever is proposing the item would have the burden of using the form. Dan will post it on Thurston – it's probably time for a new page for directors, not as much for ongoing projects as for new proposals. It gives staff something to point to that clarifies, "This is what the board recommended." Vote taken on using this form: Yes .

e. Equity discussion format and plans:

Chantel recommends that the topic remains on agenda, and we should give a time limit, 20 minutes near top of agenda. We'll rotate in alphabetical order by system to decide who will lead the topic. Each person would choose a topic which is relevant. How to get to content? We might want to start with articles on topics to get started. Since we're MARINet wide, it's important to keep the topics suitable for MARINet wide. One possible topic would be privacy as example, what it means to different people. We all must increase our comfort with what we know and what we don't know, learn as we go, and develop trust around topic. Any materials like articles should be part of the board packet. Send the link and a title of the article. No staff report required, just send the document to Dan. Vote: Accept plan as outlined by Chantel: Yes.

5. New Business

a. FY22 Cost sharing formula:

Resolution (fy21-005b) to accept. There was surprisingly not much change in the formula, given all the other changes this year. Are there other metrics that could be used for a cost sharing formula to make it more fair? Henry has proposals, ones that will lead to eventual JPA change. There is an idea of tiered services. We could use a staff report on possible funding methods for consortia. Vote on FY21 CSF: Yes.

b. DRWG presentation:

Jill Harris of SRPL, the current chair of DRWG, gave a presentation on next fiscal year's recommendation. This year saw several new databases, and several publisher changes. Safari books is rebranded as O'Reilly Learning. DRWG recommends keeping most current e-resources, including Proquest Newstand and Enki. There should be a view later of Newsbank and Proquest, NYT and WSJ, as we may be able to lose ProQuest Newstand due to duplicate coverage. There is time to evaluate until Nov. Overdrive use exploded this year, now 42% of our patrons have used Overdrive in the last 2 years. Kid's use of overdrive has grown a lot, even among overall growth this year, which is very significant. Question from the Board: Does the \$60k increase cover the \$20k estimate for universal borrowing adding out of county traffic to the Overdrive OD platform? Specifically no, but it probably gets us close. Another question: Can we push patrons to e-books from physical copies for bestsellers? Unknown. There is a question about Overdrive magazines, will we need to add more funds to this going forward? The answer is that RB Digital gave us same price for Overdrive content just as they were

bought by Overdrive, \$25k instead of \$40k they initially wanted. There were 2,000 checkouts of magazines in first 2 weeks of the new platform. How is the collection curated? The answer is that we can weed magazines so they won't show up in the collection. The new interface is trying to show the most popular titles first. All titles now have current title, no archive-only stuff. There are separate checkout counts for Overdrive magazines and books, and titles are always available on this platform.

- c. FY22 Budget proposal:
Draft budget from January is revisited. There is a question about the MARINet web presence. Right no, there's no change planned as BiblioWeb isn't available for consortia and MCFL has a BiblioWeb site already. Aspen is an open source product now (used by Nashville) . Our biggest driver of budget increase (up \$85k this year) is Overdrive, plus the anticipation of a COLA for staff in new contracts. Motion to accept FY21-22 budget, Vote: Yes.
 - d. Quarantine of returned items:
Some libraries currently quarantine for 4 days, some for 7. Is 24 hours do-able? Mill Valley moving to 24 hours on Monday. (effectively 36 hours, due to staffing.) Most libraries are ready to move to 24 hours, MCFL will depend on new Deputy Director Raemona LittleTaylor to coordinate that. Reopening may affect the delivery, MARINet will talk to the drivers, they will have to leave bins behind if there are too many on a given day. If libraries move gradually, it's advantage for the delivery not to blow up at once. Discussion of paper bags, many libraries will continue using new branded bags as they have large supplies. There is a proposal to reestablish the reopening group. Circulation notices were discussed, people think that bills without overdues would be confusing. We will ask the CWG again about notices.
 - e. Accept MCFL funds for RFID project:
The board approved resolution FY21-0007b to accept the funds and defined what they are for, and which accounts money would be transferred to. Vote: Yes.
6. Standing items
- a. Equity discussion: Held as agenda item this month.
 - b. System administrator's report: update on bookdrop project, the site chosen for a new bookdrop at Tam Junction looks promising.
 - c. Topics for future Agenda
 - Update RFID
 - CDTF into sys admin report
 - Report from reopening working group
 - Equity discussion
 - Overdue notices and billed items
7. Announcements:
- Larkspur should be hiring a new librarian full time.
 - College of Marin's new LRC building is in the hands of the architect now. Library may soft open in Summer, classes will starting online in Fall, there will be an option for instructors to stay online all semester or come back to campus.
 - Dominican University is planning for full residential campus in fall.

- Marin County Free Library's Commission is actively recruit high school students, for some of the 3 open seats. Raemona LittleTaylor is starting as Deputy Director next week. MCFL is launching a new website this month in BiblioWeb. There is a new strategic planning process for the County, and people are being gathered for that process.
- Mill Valley launched first city wide read, which has over 170 participants.
- San Rafael Public Library has hired a new architect, Nolan Tam, to do the Albert Park design. This design will be done by June, and compared with a Carnegie Library remodel by the City Council.
- MARINet announced that staffer Giao Nguyen has just completed her BA degree through the California Working Scholars program.
- The Equity standing item will be rotated by alphabetical order, with Bel Tib going first. Chantel shared a document on ground rules and guidelines for these discussions, "Communications Guidelines Sharing and Learning together Safely." She reviewed the guidelines with the group and will make them available. To address concerns with confidentiality in open meeting, the answer is we keep it on a professional level.

The meeting was adjourned at 11:23 a.m.

Minutes approved by MARINet Board 3/18/2021

Written by Dan McMahon, MARINet Systems Administrator