

MARINet Governing Board – Meeting Minutes – July 29, 2021
Online Meeting

Present: Kristen Clark MVY, Serianna Leyland SAN, Abbot Chambers SAU, Henry Bankhead SRPL (chair), Franklin Escobedo LRK, Chantel Walker MCFL, Gary Gorka DUC, Dan McMahon Mnet, Julie Magnus MCFL, Joey Della Santina BET

Guests: Bill Hale

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

Roll call: All libraries represented except College of Marin (absent with notice)

Public comments: Mr. Hale says that Marin has 60 boards and meetings, and he and a group of people he knows try to cover all of them. He raises a concern about large text books, as he has a neighbor who sends the grandchildren to SFPL to get large text books. He may need them from the Bookmobile. Also, MCFL's library document stations are great, and he asked if other libraries have them?

Approval of minutes for June 17, 2021: Approved unanimously by roll call vote.

RFID update: MARINet has the first two pads, the shielded and unshielded models, and we are working on them. They need software to connect to a computer, and Bibliotheca is helping us get that working.

RFID Continued: How is each library planning on doing the tagging?

- Mill Valley: MVY has a quote from Backstage for full project management and tagging. They wouldn't mind sharing the project management cost. Estimate is 1 week of Project Management, 5 weeks of tagging, with 5 carts and 10 people.
- Marin County: MCFL is getting just the project management plan from Backstage, and will use their own contingent hire staff to do the tagging. Everyone is very curious on how much time it'll take to do the tagging, and about the sensitivity of the pads.
- Larkspur: LRK has started weeding, and is wondering when the pads will arrive.
- Sausalito: SAU wants to do the planning with Backstage, the full (classic) option. Backstage will provide 3 techs and a Project Manager for 3 weeks. The quote was per item was about double what the full MARINet cost would have been. Sausalito's Friends group will cover the costs. The library has a staffing crunch, only 2 fulltime staff right now. An estimated 5,000 items can be weeded. So there's no problem with this taking longer than expected, but they're OK if it's fast as well. They've looked at smart shelves and smart bins, but are looking to keep it simple at the start, and see how other small libraries do with equipment.
- San Anselmo: SAN staff is working on weeding, but they're also understaffed right now. Tagging will not be done by staff; they do plan to outsource or use volunteers.
- Bel Tib: BET is still discussing options, they're not sure about a tagging schedule due to changes in the construction schedule, but they really want to open the new building with RFID up, which be approximately Fall.
- Dominican: The University Library will start with vendors sending new books pre-tagged, the rest of the collection will only be coded as they circulate. This is supported by the finding that tags have a shelf life of about 10 years, and Dominican has books that are 100 years old. They only need a couple of the reader pads.
- San Rafael: SRPL is iterating on doing the tagging themselves, though they met with Backstage. They'd like to know if weeding can be done at the same time as tagging. Should shared funding

be used for any tagging? (Big crews are a lot faster.) It's suggested that they could change the items to BISAC, and change the shelving plan while tagging at San Rafael.

- MARINet: Jessica says Backstage would prefer to invoice just us, we can send invoices to libraries or pay them and bill, under whatever plan the board decides on. Next meeting, if libraries come in with funds and quotes, we can decide then. Would grouping any of the services in the individual quotes save everyone money?

Reopening reports:

- Bel Tib: We're still doing only curbside, but putting carts of books outside for extra circulation. We are hoping to open the expansion part of library mid-August to Sept. The library is closed all next week for major electrical work, and we expect more interruptions to happen.
- Dominican: We're planning to open full open hours for Fall, though it's hard to staff still so it may be shorter hours at first. At the same time we're returning to deliveries, Ethan will let us know. Everyone is fully back in person by the end of August.
- Larkspur: The new Librarian is starting hopefully in August. The City has reinstated the mask policy. There may be In-person programming in Winter, but there are too few staff still to do any programming right now.
- Marin County: Most branches are open for both curbside and in-branch hours, but they're not yet back to 100%, we are still trying to staff up. CMA is curbside only due to construction. NOV and CCE are only in-library, no curbside at those libraries. The mask situation is very fluid. Our programming all outside. Marketing Team and Julie are continuing to evolve the new "services" page on our website. FAI expands hours on Aug. 3.
- Mill Valley: We're open 11-5 Monday, Wednesday and Friday, and on Tuesday and Thursday, 11-5 curbside, and Saturday 12-5 curbside. We're looking to expand hours as soon as we can, but need to hire more people first. We're hoping to open building for one weekend day, Saturday, and then for one weeknight. We're struggling with masking, the City has not made masking mandatory. We are starting outdoor Storytime in mid-August.
- San Anselmo: We have started Storytime this month, every Monday at 10:30 outside. We're still open Wednesday to Friday, for masks we are just encouraging them with signs. We've ordered paper kids masks, also for adults if they need one. Curbside is on Mon., Tues. and Thurs., we're also offering it on open days but trying to get people into the building. Hiring a new LA soon will help, we add hours then.
- Sausalito: Similar to others, our in-person hours are Monday to Thursday, 10 to 5, Friday curbside, 10 to 2. We were considering stopping curbside but it looks like may persist due to Covid. When new people are hired, we'll be adding Saturday and evening hours. The budget will allow a return to full service levels by the end of the Fiscal Year. A children's librarian and LA2 still need to be hired. Looking at 2022 for any programming, we are wait and see on programs. Sausalito had a mask policy, it felt like too conservative at first, but they're staying the course. The mayor is intrigued by other large cities requiring employees to be vaccinated. We're not as busy as we expected to be, not close to pre-Covid level. If it's peoples' changed routines or they're still uncomfortable, we don't know.
- San Rafael stopped curbside at building reopening but is considering a version of it now. We're at 65% of hours, have hired 3 people, and will be hiring more too. Masks are now required, but if someone absolutely refuses, they are allowed to pass through the building. The City is interested in learning from virtual work, and is looking at how this worked for the library.

Circulation Borrowing Limits for Patrons: The block level for preventing patron checkouts and renewals is currently set at \$100 in fines, up from \$10 as a temporary measure last year. Mill Valley reiterates, it's important to allow patrons to use services remotely. SAU agrees. LRK agrees. MCFL agrees. By acclamation, we'll keep the blocks as they are, at \$100.

Digital Marin Proposal: Discussion of grant opportunities with the Emergency Connectivity Fund. Marin County responded to Digital Marin, to explain what libraries are doing. For MCFL, some of the privacy issues that are big in ECF discussions don't affect the devices we're using. MCFL is looking at joining the Shoreline School District for a program offering tech connect kits. They also see the need more remote staff connectivity. Sausalito may get on a grant request from the school district. Other libraries are not applying, finding it daunting to do another grant application now.

Board resolutions: We have 3 resolutions,

- a. Approve Marin County as fiscal agent for FY 2021-22
 - b. Authorize expenses for a new bookdrop, up to \$9,000, from prior year funds
 - c. RFID funds not used last year to be restored to same accounts for this year
- Handled as a consent calendar, item. Franklin motions to approve, Julie seconds, all vote yes. The actual resolutions will be circulated for signature online.

Marin Reads: Chantel says there is no need to pursue the idea right now, but keep the idea as framed. And we still need names of staff for equity information sharing.

Equity discussion: Franklin sent a YouTube link and 2 articles, about language and choosing appropriate words, especially when writing policies that affect the public. Be mindful, question the language we are using. There is especially a tendency to "blame the victim" in our policy language. There is much room for improvement. Speech patterns are generational, and each generation will have its own vocabulary, but writing official policies is a place where we need to be especially careful to avoid many such generationally-specific phrases. It is also important to correct people without being mean about it. Phrases being used are increasingly legalese or "cop talk," and this puts people off. The language we use in public docs and policy should show libraries are inclusive and a safe space. We need to look at all of our public facing information. It's also true that language will change, in 10 years there will be new ideas about what's acceptable and what's not. Diversity, Equity and Inclusion are three different things, and you can have one without the others.

Next month's equity presentation will be by Marin County Free Library.

System Admin report: Circulation figures declined in FY20 and FY21, 1.8 m and 1.3 m, but e-Books are starting to make up the gap, at 55,000 monthly circs steadily for the last year. Circulation overall is at about 80% of pre-pandemic times, with LinkPlus at 95%, and e-Books at 180%. Trainings have to start for create lists soon, as there are so many new staff people joining the libraries.

Topics for future agenda:

- a. Start talking about rewriting JPA.
- b. Chantel asked about the info on the web about MARINet itself, the info is very stale. Dan will update, and bring back to group, possibly not as topic though.
- c. Statewide e-book project, state has funds for a big project.
- d. RFID continuing

Send topics to Henry, Franklin, Chantel or Dan

Announcements:

- BET: Closed all next week.
- DUC: Lost a librarian, the position is open now. Gearing up to full on-campus students in Fall.
- LRK: Library got a grant from Mark Levine, towards a new building. Waiting for state library building funds, LRK is in the queue for a grant.
- MCFL: Interviewing for new director, we'll let you know.
- MVY: Staffing, hired Julianne Randolph, recruiting for Youth Services Supervising Librarian. Also hired parttime reference librarians, pages, and library assistants. Focused on hiring and training.
- SAU: Set up little free library at tent encampment at SAU.
- SRPL: Got rid of fines on July 7. Also got \$1m through Mark Levine. Matching required, unless library qualifies by dint of low LIPC, none of Marin County's libraries qualify. Hired 5 people, hiring 4 more. Took part in a focus group around state library funded e-book collection, Amazon DPLA Simply-E, to Lyrisis. State wants to outsource to Lyrisis to manage, combine cloud and overdrive collections in an app. And the library is devoting more collection money for e-books.

Meeting adjourned at 10:45 a.m.

Minutes taken by Dan McMahon, MARINet.