

MARINet Governing Board – Meeting Minutes

Sept. 16, 2021 Meeting Minutes

Present: Franklin Escobedo (Vice Chair, LRK), Abbot Chambers (SAU), Jill Tokutumi (SRPL), Chantel Walker (MCFL), Linda Kenton (SAN), Gary Gorka (DUC), Debbie Mazzolini (BET), Anji Brenner (MVY), Dan McMahon (MNET), Sarah Frye (COM), Jessica Trenary (MNET), Raemona Little Taylor (MCFL)

Guests: none

Meeting called to order at 9:02 a.m. by Vice Chair.

Minutes from Aug. 19, 2021: Motion to approve, second, minutes are approved unanimously.

1. Chantel gave a virtual introduction for Lana, the new MCFL director, who can't attend this meeting due to a scheduling conflict. Lana ran the public services at Sonoma County Library in her last position, and has worked at many other libraries in the Bay Area and elsewhere.

Old Business:

2. RFID update: The first batch of pads and tags are here, Jessica got the first pad working yesterday. We've spent \$90k so far on tags and pads, with the rest of the order, another \$90k worth on the way. We anticipate another \$60k on pads eventually, for a total of \$270k.

Bibliotheca has elaborated on their offer of a free self check: Maintenance is \$930/year each year, including the first year. Shipping is about \$700 per unit. Fines collection is not working on the one library at MCFL where it was set up, Jim says he's giving up on that setup for fines. The holds placement which is part of the NoveList Select features also doesn't work in Sierra. Otherwise, we do have extra SIP2 licenses to cover 8 or 10 of these. If a library is interested in one of these self checks, we can connect the library with Bibliotheca. It is possible to upgrade the express lane self checks with a pad for RFID, the same pads we are buying for staff stations.

We'll start installing the 12 pads we have now. Once those are tested, we'll order the rest of them. The first installation should be Larkspur next week.

3. Backstage proposal: The Executive Committee has submitted a plan to pay for Backstage Library Works to tag or manage the tagging of most of our libraries' collections. The proposal is to use \$246k of prior year fund balances to pay for this. There are four tiers to the plan: \$86k for MCFL to manage tagging, \$30k for SRPL and MVY toward their tagging costs, and \$25k for SAN, SAU, COM and LRK for same. Larkspur and Dominican are planning to tag their own collections so are passing on this for now. The earliest backstage could start is November. Their \$246k quote is estimate, and since they bill on real numbers, with so much weeding going on, the final cost will probably be lower. BSLW will bill MARINet for the entire project, and any costs beyond the 86/30/25 plan will be billed to the library going over their allotment.

It's suggested that Larkspur and Dominican get something, now or later, as an equivalent to this distribution. One idea is to discount next year's membership bills for them, that can be worked

out later. The plan is motioned and seconded, and passes unanimously. A board resolution will circulate in DocuSign to authorize the use of PYFB for this purpose.

On the AMH part of the project, we are setting up visits with Lori to see other sorters, in particular San Mateo City and Sacramento Public could be useful to visit. Finally, Chantel offers commendations to Jessica and Dan for the work on this project, especially for getting this done within the fiscal year.

4. Delivery: The next meeting of the delivery task force is Next meeting in Oct or November. We're looking at the idea of pulling delivery in house, what would it take if this had to happen? Is it feasible or too expensive?

New Business:

1. On State Library funding opportunities for library construction, there's an update from yesterday's director's meeting. Available funds will go to poverty-stricken areas first, with anything left over for other areas. Nobody here is sure if there's a place for us in the plan. A library would have to have a 100% match of funds to qualify. Applications have to be from the city or governing body itself. Many libraries that would qualify best due to poverty levels may not have funds from their cities to match.
2. The State Library is offering a free year for six e-resources. Should we pursue these as individual libraries or as a consortium? Jessica and Dan spoke with Jody Thomas at the State Library, and we can share authentication for most of these. But there are matters of seats and licenses to be partitioned for some resources like Coursera. There's also the issue of stats, we might not be able to separate out individual library uses for all of these. Linked In is also puzzling, if the State Library doesn't support it next year (which is an unknown at this time) we would have to add it to the MARINet budget. (Linked In would be \$45k for everyone for example.)

Doing it together as MARINet is easier for us. The directors love what the state library is trying to offer us, but we should also think beyond the fiscal year. Combining access also reduces patron confusion. These resources won't be available to the schools.

There is interest in pursuing 5 of the six resources MARINet-wide. MCFL has a special contract with Link-In so they want to check that contract, if it can't be transferred then they're fine doing what they're doing now. (Everyone else could combine for a subscription. Any existing contracts will be torn up and refunds issued.)

3. January Board Retreat: We looked at a review of past retreats. The public is able to join retreats under the Brown Act. As for topics, we should review some things, such as Overdrive and its impact on MARINet, staff boundaries with helping public, and the committee/working group structure. The decision is to have a retreat separate from the January meeting, on Jan. 27th tentatively.

Non-action items:

1. Chantel wants to note that Library Volunteer Diane Rosenberger was honored by the County Board of Supervisors, after her recent passing, for her many years of work on behalf of Marin Libraries and the Library Friends.

Equity discussion:

The discussion was led by Mill Valley this month. The topic was bias versus noise, and how it applies to decision making, especially in the hiring process. How do fatigue and mood play into judgments made in hiring panels? A common refrain is that "...this person would fit in great." Maybe we should try to find someone not exactly like everyone else already working here. For large decisions, it may be better to parse out parts of the decision to smaller groups, that reduces noise. It's probably better to make multiple decisions rather than one big decision.

We make decisions for patrons, especially in the last couple of years, we've all empowered staff to use their judgement. But this allows staff bias to enter into it. Supposedly you do get a better decision with a larger group, but each person has to come to a decision first. In MARINet we rely on working groups to make recommendations. Not sure we have our own thoughts when there's a working group recommendation coming.

System Administrator's Report:

Not in the report: Overdrive spending is above our scheduled rate (\$220k per year or \$18k a month). With the acquisition of Kanopy by Overdrive, this will mean we need a plan for how these services are growing. For a couple new e-books, we've had to buy 20 copies, which comes to thousands of dollars for just one title. If the state library provided an account to support the big bestsellers it'd help.

Staff raised the issue of long-term support for RFID pads, and the hope that we can transfer over support of these to local tech support folks, as MARINet isn't staffed to drive around fixing hardware.

Topics for Future Meetings:

- RRID
- JPA
- Retreat
- Overdrive

Announcements:

Belvedere Tiburon: In a couple weeks we will be moving everything out of the original library into the newly built area. The library will be closed during that time, for an estimated 2 weeks. Dates to come. Staff won't be able to get to the collection during that time, some will be boxed, all wiring will be down. The library will probably be finished sometime in February.

Dominican: The campus has opened, and it's been crazy, a challenge. There are lots of Covid restrictions to deal with, and the library is still closed to the public. There are events open to the public, with lots of structure around that, such as verifying vaccinations. It's a totally vaccinated campus, masks required. Students are back and happy. The library is close to resuming deliveries with MARINet and LinkPlus. OCLC will add LinkPlus links to the WorldCat catalog soon.

Mill Valley: The library is continuing to staff up, with 4 or 5 parttime reference staff. The new hires have lots of new degrees, it's mostly people looking for experience. At the end of Sept. or the beginning of Oct., will convert all curbside hours to open hours, for 7 days a week, and 40-plus hours. Then they'll survey the public before creating a new schedule. Evening hours are in a holding pattern, waiting for more input.

San Anselmo: The library is now open Monday, Wednesday and Friday, 10 to 4. How deep into the evenings should the library be open? They're considering opening at 9 a.m. rather than 10 a.m., and will hopefully add Saturdays in October.

San Rafael: The library is starting to hire people, in July they onboarded 2 new Senior Library Assistants and 2 part-time Library Assistants. The city has opened recruitment for Supervising Librarian, and for half-time and fulltime librarian positions. The interviews are at the end of the month. They're working with Etienne Douglas of Marin City to bring the Webstars back to Northgate, Pickleweed and downtown. They're working on 3D printing appointments, drop-in tech support, and are soon to help with the Memory Lab downtown. (Scanning family history docs.) Downtown has a wellness intern working on getting, a social work degree, who is available to help patrons with difficulties.

Sausalito: The library is posting for a fulltime children's librarian, and might extend the application period. There are not a lot of childrens' librarian jobs open in the Bay Area. Sept 25 and 26 the library will open on the weekend for the first time in 2 years. It's a good time to do a reset and not just open hours as they were before. They have money to open the full schedule, can save money by cutting back some hours. Right now, it's Monday to Thursday, 10 to 5, curbside only Friday 10 to 2. They're keeping curbside, and can't do curbside and in person at the same time. There is the parttime versus extra hire question, and how to ensure that extra hires don't hit the Calpers qualification limits (20 hours wk, 990 hours a year) by working at multiple libraries. Maybe we need a small task force on this, Mill Valley is interested too. Email Abbot if you want to be involved in the conversation.

Larkspur: The new Librarian started at the end of August. The library is hoping to open Saturdays by the first weekend of October. Right now, it's Tuesday, Thursday and Saturday 11 to 6. They're being asked about evening hours by commuters so Saturdays are coming. Curbside is on Wednesdays and Fridays. There is a glimmer of hope on the Amazon locker being delivered, hopefully before Christmas, that will allow the library to end curbside service. Funding is not restored yet, there's still a frozen librarian position. The library still has no programming, it's all online.

The meeting is adjourned at 11:10 a.m.