MARINet Board Meeting Minutes
Nov. 3, 2022 Online Meeting
Approved on 12/1/2022

Present: Franklin Escobedo, Lana Adlawan, Anji Brenner, Gary Gorka, Linda Kenton, Abbot Chambers, Henry Bankhead, Sarah Frye, Crystal Duran, Dan McMahon, Jessica Trenary

Absent: None

Guests: Alain Dussert, Christopher Barnickel, Bill Hale

Bill Hale: It seems we use ad hoc committees, are the Ad Hoc committees open to guests? Is the consent calendar clear? On Overdrive, placing reserves on e-audio at SFPL is still light years ahead of MARINet and Marin Libraries. Are there summaries available for e-audio? There are really long waits. Reading lists are a negative. In BC. Finally, with Dan departing, he'll be hard to replace, as he has the institutional memory of MARINet.

Minutes, moved to approve the minutes of Oct 6 and Oct 11. (Two motions, both unanimous.)

Motion made to approve consent calendar, approved. The three board resolutions covered will be sent around using DocuSign.

AMH Project (Automated Materials Handling), Report on Visit to Sacramento Public Library on Nov. 2. Henry said it was a good tour, Hannah answered lots of questions. We also saw their Media Hotel. Dan said that IMMS was also demoed, we saw mostly the back end but they're still working on it. IMMS would replace Decision Center and Collection HQ completely. SRPL is planning to leverage IMMS to free up space on the floor for patrons. Staff will use handhelds to page books. Jessica says that SacPL has had AMH for a decade, this is their second system. IMMS, the Intelligent Materials Management System, is an app that tracks where folks are going, suggests which items to weed, and moves items to other branches when they aren't circulating. On the AMH, Dan said the amount of space around the machine is important, but the sound of it running turned out not to be super loud, it was covered by fans. Doors separating the machine from cubicles are still recommended and planned for this site.

Bill Hale: we need to ask public opinion before a vote. We also need to cite the code section for closed sessions and state what the purpose is, to fully comply with the Brown Act.

MARINet Staffing Succession Plan: Lana is meeting with Linda in the next two weeks.

Collection HQ single or multi-year: In light of IMMS info, Henry suggests we only sign a one year contract, not three to get a 5% discount. Jessica says the savings are $5,800 over 3 years for the commitment. Lana agrees it should be one year, savings aren't that large. Motion made to approve one year contract. All Board members vote yes, 9-0, motion passes.

BiblioCommons Fines module proposal: Total fines paid in Sierra have gone from $30k a month to $2k. We're paying 30 to 40 percent of the fines collected online for overhead, for keeping two payment systems running. The BiblioCommons fine module is $5k for the platform and about $2k per year for the extra Pay Pal connectors. Staff recommend going to just one connector, classic only, so fees would only

consume 10% of fines paid. We will also stop accepting Pay Pal fines, and repatriate that money using a bank account. (Staff was authorized to do this last year, but we've not wanted to visit a bank in person yet. Motion made that we turn off payments in BiblioCommons. All members vote yes, motion passes 9-0.

Cloud based ILS: The immediate proposal is to move Sierra to a cloud-based platform as soon as possible. Our servers age out in July, and Dan, who built and supports the servers, will be retiring in January. Hardware failure would be problematic without support. Henry says it's a two-part question, should we retain Sierra at the same time? Given the timing issues, he'd support III's Sierra Cloud now if we can leave the door open as a group to what other possibilities exist in the future. We have a quote for Cloud that requires a two-year commitment, and the switchover could be done in January. If it goes past that, Dan is willing to come back extra hire to help Jessica with this project. The cost for moving to cloud is about $50k, which we can cover with the salary savings from Dan's unfilled position between January and June 30.

Going to cloud-based Sierras mostly means just moving the IP. We need to confirm with County HR that we can get an exemption for Dan to come back extra hire before 180 days have elapsed. Cloud-based Sierra does mean we can eliminate our Cloud Backup at $5k per year. Discussion of whether we can replace Dan's position with a lower class? Dan says yes, though the current Systems Administrator job description actually does not include the technology skills that he uses in this position, most especially building Linux servers and dealing with the CENIC network. Some things can be pulled out of this position.   Can we bring Lori in to talk to us on this issue? She could offer helpful analysis.

Motion made to move to III Cloud-based Sierra hosting as fast as possible. Vote is 9-0 yes, motion passes, for a 2-year commitment. Staff will prepare a resolution to cover financial moves needed for this to present in December.

Guests: Discovery Layer discussion: Alain Dussert, IT Supervisor, Santa Barbara Public Library and Christopher Barnickel, Director and of the San Luis Obispo Library talked about their transition to pen source software. They left the Black Gold Consortium at the same time as switching to Koha. The transition was not seamless but not bad. The discoverability of resources was a big part of the reason for choosing Aspen catalog.   Both libraries, as part of Black Gold, felt they couldn't make decisions about the future of the ILS. Another big sell was Spanish language translation, Polaris could not do that. Aspen could though not 100%. Question, what has been the community impact leaving Black Gold. They haven't figured out resource sharing between each other yet. The libraries emphasized to patron that they'd purchase books as need to compensate for things they couldn't get for other libraries. The new catalog didn't really change resource use, not really up or down.

MARINet Retention Policy: The County's retention policy is 4 months on video. That seems to be what special districts are doing too. Do we have enough information to adopt county's policy? Video is taking up a huge amount of server space. Looking at county's policy, we need to call out specific pieces. Dan offers to put together a specific list for the next meeting. We don't belong to the Special District Assosiation. Crystal and Lana suggest we make our own retention policy. Has the county's policy been updated recently? San Rafael puts their videos on YouTube, it's very convenient storage platform. The Town of San Anselmo's policy was updated recently, 2021, so would be a good model to look at.

Collaboration: Crystal says that Bel Tib Library received a grant from the State for just under $30k for book club kits. They'll also be hosting a sustainability fair at the library, and need local partners.

Sausalito Library is subscribing to BiblioPlus, at a flat rate rather than pay per view. It could be a candidate for MARINet-wide consideration, it's a good collection, and the flagship brand is BBC content. They're trying to be Netflix-like with their model, rotating in new stuff. Links to content will work in the catalog for the first time. It's costing about half of what Sausalito is paying for Kanopy. College of Marin is having a celebration in **(didn't get date, Sept or April 2023?)** Thursday for a Read along. MCFL is going to be resuming the committee for the Poet Laureate program. If any library interested in collaborating let Lana know, it's starting in early 2023. MCFL is hiring a Library Services Manager position, if you know anyone. This position covers collections, marketing, communications and technology. (Link posted: https://www.governmentjobs.com/careers/marincounty/jobs/3753168/library-services-manager?keywords=library&pagetype=jobOpportunitiesJobs)

Equity Discussion (Linda): The Town of San Anselmo just launched a DEI audit of their policies and procedures. They also did one on one focus groups, raising awareness and training for employees and residents. In the library, they've taken the book "So You Want to Talk About Race," broke it into two-chapter-long sets, and had a voluntary discussion group at the staff meetings. Is there room for a book discussion, one time, in this group?

There is a Marin Agency DEI resource group, is anyone going? They have great resources. Should there be conversations in the Working Groups? Not in CWG or BSWG, Teens no, Children's a little. At MCFL every meeting has an inclusive equity component. Franklin says that with a small staff, discussions happen all the time. Henry points out it's United Against Hate week. Discussion continues, the cities ask the libraries to be performative around equity work. This rings hollow to staff, particularly BIPOC staff being thrust into that role repeatedly. Mill Valley was asked to participate in LAH, but responded that libraries work against hate year-round. Franklins says they have too many things on the table, but he feels he's doing this work at a national level with ALA. Next month's discussion will be lead by San Rafael.

Systems Report: We are crafting the FY 23-24 budget in the next month, so any suggestions are welcome. We'll provide two options, mid-level (hold the line but inflation) and panic. Quipu just went live for registering patrons yesterday. It's working well, but only linked right now on the MARINet site. Lana asks about the Marin IT contract, we are going to talk to Dave about this and get IT support. Also we'll discuss his support for CENIC. Franklin and Lana should be involved in negotiating with Dave.

Topics for future agenda
- Retention Policy: action
- AMH and RFID
- Board resolution to authorize budget Cloud
- January retreat date?
- Special Meeting morning of Dec. 16th 10 to 11 am.

Announcements:
Bel Tib: Do we meet in Dec? Generally, yes.
Larkspur: Franklin is going on vacation for a week this month.