

MARINet Board Meeting Minutes

Thursday, May 4, 2023



Present:

Board Chair: Lana Adlawan (MCFL)

Board: Abbot Chambers (Sausalito), Anji Brenner (Mill Valley), Linda Kenton (San Anselmo), Gary Gorka (Dominican), Crystal Duran (Belvedere Tiburon), Jill Tokutomi (San Rafael), Teresa Capasso (Larkspur), and Sarah Frye (College of Marin).

MARINet Staff: Jessica Trenary

Adlawan called the meeting to order at 9:32 am.

- I. Roll Call/Determination of a Quorum
- II. Introduction of Guests – No guests
- III. Public Comment Period – No public comment
- IV. Approval of Minutes from Previous Meetings (*Action*) – **Chambers moves to approve the March 2023 and April Special 2023 meeting minutes, Kenton seconds. Unanimously approved by a voice vote.**
- V. Business Topics
 - A. MNet Financial Update (*Discussion*) – Trenary gave an overview of the state of MARINet financials, particularly focusing on actuals from FY22-23. Trenary explained variances from last budget cycle. Chambers asks if CENIC bandwidth bills will continue to be dramatically reduced. Trenary says she will investigate and provide more information about long-term CENIC plans at a future Board meeting. Chambers thanks Trenary for the detailed report.
 - B. Innovative Product “Quick Click” (*Action*) – Tokutomi would like MARINet to subscribe to Innovative’s product, “Quick Click” which will push order records into Sierra with one click from B&T and other vendors. Kenton asks about current problems with load tables. Trenary says the Sierra loaders are currently being updated by Dan McMahon, and the updated loader can be used for Quick Click ordering. Tokutomi says this product will save technical services staff time. Chambers says it may reduce the time between ordering and records appearing in the catalog. More research needed by Trenary to determine if this will help Dominican. Trenary will connect with Real at DUC. She will also add him to the BSWG email list. **Duran motions to implement the product from Innovative, for a one-time fee of \$3,000 paid for using PYFB, Chambers seconds. Unanimously approved by a voice vote.**

- C. June Meeting – CLA Conflict Postpone to June 8th (*Action*) – Adlawan says the California Library Association is June 1st, thus a conflict for members of the Board. Chambers suggests holding the June meeting in person at Los Gatos. **Duran motions to postpone the June MARINet Board meeting to Thursday, June 8th in person at Los Gatos, Kenton seconds. Unanimously approved by a voice vote.**

VI. Standing Agenda Items

A. Collaboration/Partnership (*Discussion*) –

Sharing Summer Reading Materials – Each library discussed their summer plans including summer reading programs.

MNet App Self-Checkout Feature – Adlawan says MCFL is promoting this new feature and they created nice promotion materials. Trenary says there are known issues for certain phones. Kenton says she will connect with her staff with Trenary that are having trouble with the feature. Trenary will provide more information about circulation statistics collected through the app in the next System's Admin report.

- B. Equity (*Discussion*) – Gorka led a conversation around equity of access for non-English language materials. He shared statistics about non-English speakers in Marin County. The group talked about current access to non-English materials and ideas to provide more access of those materials and to non-English speaking patrons.

- C. Systems Administrator Report (*Discussion*) – Trenary highlighted accomplishments from the past month, including the launch of Washington Post, BiblioCommons Self-Checkout, and Collection HQ DEI tool for COM and DUC. Also, a massive library card project for MCFL, issuing the Staff RFP, and preparing for Fairfax and Dominican library closures. She summarized [Marshall Breeding's 2023 Library Systems Report](#).

D. Topics for Future Agenda (*Discussion*)

- CENIC – Dave Cooper from Marin IT (*Discussion*)
- MARINet Staffing, Succession Planning (*Discussion*)
- Circulation in BiblioCommons App Self-Checkout (*Discussion*)
- Equity discussion will be a focused on [Poverty, by America by Matthew Desmond](#)

E. Library Announcements (*Discussion*)

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- Brenner: Many events upcoming including “Poets for Science,” Pride events, and Zoom “office hours” for patrons to connect with library staff.
- Frye: COMmon Read events have been very well received. One more event on May 18th - Q&A With Author Margo Candela. Library hours extended for finals.
- Duran: Many “Green Week” events, including a special screening of the TV mini-series, “Empowered: Energy Heroes”, created by Producer/Director Kiki Goshay and visit by Zero Waste Chef with Anne Marie Bonneau.
- Gorka: Dominican will be closed to the public starting May 12th for the summer for construction.
- Tokutomi: Library & Recreation Director is out on leave and Jill will be filling in for library-related needs.
- Adlawan: Fairfax Library will be closing for repairs in May.

Adlawan adjourned meeting at 11:07 a.m.

Minutes respectfully submitted by MARINet Staff