

MARINet Board Meeting Minutes

Thursday, July 6, 2023



Present:

Board Chair: Lana Adlawan (MCFL)

Board: Crystal Duran (Belvedere Tiburon), Anji Brenner (Mill Valley), Linda Kenton (San Anselmo), Jill Tokutomi (San Rafael), and Abbot Chambers (Sausalito).

MARINet Staff: Jessica Trenary

Adlawan called the meeting to order at 9:34 am.

- I. Roll Call/Determination of a Quorum
- II. Introduction of Guests – David “Coop” Cooper of Marin IT and Eric Meade, staffing consultant, of Whole Mind Solutions.
- III. Public Comment Period – None
- IV. Approval of Minutes from Previous Meeting(s) (*Action*) – **Duran moves to approve the June 2023 meeting minutes, Chamber seconds. Unanimously approved by a voice vote.**
- V. Business Topics
 - A. David Cooper, Marin IT – CENIC planning (*Discussion*) – Trenary gave a brief overview of the CENIC project’s past and present, highlighting the improved bandwidth speeds and the incredible cost savings over the retail price for connection. Cooper gave an overview of the current state of MARINet’s CENIC equipment. He recommended putting current eligible equipment back under SmartNet contracts (possible 3 or 6 months) and replacing aging hardware. Chambers asked about possibility of cities joining CENIC and about any future jumps in bandwidth pricing. Board was supportive of Trenary working with Cooper to put together replacement equipment pricing for future Board meeting. Trenary said she will also connect with CA State Library about grant information and CTC about Chambers’ questions. Cooper said vendor Cisco may give discounts if hardware is purchased before July 31, the end of their fiscal year. Adlawan said Board could hold a special meeting, if discounts are substantial and approval is needed before August Board meeting.
 - B. Eric Meade, Staffing Consultant – Project Overview (*Discussion*) – Meade gave an overview of the state of the project and spoke about the next steps. Meade and project partner, Linda Braun, are making progress meeting with both internal and external stakeholders. Their tentative goal is to finish report and schedule Board retreat for early September. Tokutomi asked if the JPA would be part of the report consideration and Meade said yes, it will be included in their recommendations to the Board.
 - C. Preferred Pronouns in Patron Record (*Discussion*) – Trenary explained Circulation Working Groups thoughts around adding a patron’s pronouns to their patron record.

Trenary explained that CWG is asking for more direction from the Board. The Board thinks that MARINet-wide training would be essential to a smooth roll-out of the technological aspects (changes to the patron record, online forms). Tokutomi and Brenner will put together a trainer recommendation for the Sept. Board meeting. Trenary should ask CWG if they know of other libraries that have implemented. Trenary should ask the CWG to put together a formal recommendation of patron record changes for the Sept. Board meeting.

- D. Hoopla Integration in BiblioCommons (*Discussion*) – The Board would like Trenary to explore the costs around adding a consortium-wide Hoopla subscription. Trenary explained that BiblioCommons, for a fee, can add Hoopla Cloud records, which would save staff time adding/deleting records. Board discussed positives (discoverability, ease of selection) and downsides (cost, lower quality material) of adding records to the catalog. Trenary should determine if all records must be added by BiblioCommons, or if records can be excluded based on type or publisher.
 - E. RFID AMH (*Discussion*) – Tokutomi said that SRPL has released their AMH RFP. They will keep the Board updated on progress. Adlawan said MCFL’s AMH project is on hold because of staffing shortages. Adlawan asked Trenary to connect with Lori Ayre, RFID consultant, about pausing her consulting contract.
 - F. State Library “Virtual” Circulation (*Discussion*) – Trenary explained “virtual” circulation in the Decision Center report for yearly physical circulation. Chambers also clarified that if libraries pull reports of their item’s circulation (checked out from any location), they do not need to include “virtual” circulation.
 - G. Palace Project (*Discussion*) – Tokutomi wanted to confirm that all MARINet public libraries have access to the Palace app. Trenary confirms that she set up all authentication. Tokutomi says that SRPL purchased \$10K worth of eBooks in Palace and the titles are available for any MARINet patron to check out.
 - H. Statistic Reporting for the App (*Discussion*) – Trenary gave an update of the BiblioCommons App statistics. Apple statistics are low because they require users to opt-in, but the app usage is growing each month, with May and June the highest monthly downloads since launching the app. Adlawan would like Trenary to see if demographic user information is available.
 - I. August Board Meeting (*Discussion*) – The Exec Comm will review the proposed August agenda and decide if the Board meeting in August is necessary. In prior years the August meeting had been cancelled for low attendance.
- VI. Standing Agenda Items
- A. Collaboration/Partnership (*Discussion*) –

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- Dolly's Imagination Library – Adlawan says that MCFL is moving ahead with this program and invites other MARINet libraries or community partners to team up with them.
 - County Park Passes – Adlawan shared that the Marin County Board of Supervisors recently approved the elimination of entry and parking fees at some parks. MCFL will contact patrons with a hold on those park passes. *[Trenary note: Parks include: McNears Beach in San Rafael, Paradise Beach in Tiburon, Stafford Lake in Novato and the Miller Boat Launch on Tomales Bay.]*
- B. Equity (*Discussion*) – Adlawan led a discussion on how MARINet libraries are connecting with, representing, and meeting the needs of Indigenous communities in Marin.
- C. Systems Administrator Report (*Discussion*) – Trenary highlighted ease of access with Novato Unified School District Student IDs and College of Marin Student IDs being transformed into valid barcodes for online resources and to log in to the catalog. She also noted the growing demand for Quipu's online library cards signs up program, with 470 sign ups in June. Not mentioned in the written report, Trenary told the Board that Overdrive had its highest monthly circulation ever with 65,685 circulations in June! Trenary mentioned two upcoming trainings of note – 1) Innovative's Sierra 6.0 release update and 2) BiblioCommons "Trends in Tech" which will focus on A.I. in the library.
- D. Topics for Future Agenda (*Discussion*)
- CENIC Hardware Plan (*Action*)
 - Staffing Consultant Update (*Discussion*)
 - Sept Meeting: Pronouns – Training and CWG Recommendations (*Action*)
- E. Library Announcements (*Discussion*)
- Duran – Recruiting for both full-time and part-time staff positions.
 - Brenner – Next "Naked Truth" event is on Friday, July 21st. Over 325 people have registered to attend!
 - Tokutomi – Working on a tentative reorg of the staff and filing an open position.
 - Adlawan – MCFL's beautiful summer adventure journal is out. They also printed t-shirts for staff and library partners using a local Mill Valley print shop.

Adlawan adjourned meeting at 11:50 a.m.

Minutes respectfully submitted by MARINet Staff