

# MARINet Board Meeting Minutes

Thursday, November 2, 2023



**Meeting Held at:** Los Gamos Board Room 1600 Los Gamos, Suite #190 San Rafael, CA 94903

## **Present:**

Board Chair: Lana Adlawan (MCFL)

Board: Crystal Duran (Belvedere Tiburon), Sara Frye (College of Marin), Amy Gilbert (Dominican), Damon Hill (Larkspur), Anji Brenner (Mill Valley), Linda Kenton (San Anselmo), Catherine Quffa (San Rafael), and Abbot Chambers (Sausalito)

MARINet Staff: Jessica Trenary

Adlawan called the meeting to order at 9:32 a.m.

- I. Determination of a Quorum – Yes
- II. Introduction of Guests – Linda W. Braun, Librarians & Educators Online and Eric Meade, Whole Mind Strategy Group
- III. Public Comment Period – None
- IV. Approval of Minutes from Previous Meeting (*Action*) – Two corrections: Duran attended, ending time should be 11:10 am. **With those two corrections, Kenton moves to approve the October 5, 2023 meeting minutes, Brenner seconds. Unanimously approved by a voice vote.**
- V. Standing Agenda Items
  - A. Collaboration/Partnership (*Discussion*) –
    - Belvedere Tiburon and MCFL are each working on strategic plans. SRPL would be interested hearing about their experiences after the projects complete in February.
    - College of Marin had a very successful program with Emory Douglas attended by both COM students and faculty and the larger Marin community.
    - San Anselmo had successful history of Marin programming and the presenters promoted their future programs coming up at other libraries.
  - B. Systems Administrator Report (*Discussion*) – Trenary highlighted that the CENIC grant has been submitted and she should hear from CA State Library within the month. She said that CTC, the current Administrator for the CA State Broadband Services Project, has elected to terminate their contract. It ends on Dec. 31, 2023. CA State is now searching for a new Administrator for the project. Trenary also mentioned that PLS has recently examined Vega Discovery from Innovative. While PLS will probably stay with BiblioCommons, Trenary said the PLS Report makes the case that Vega is worth watching.

## C. Topics for Future Agenda (*Discussion*)

- Formally adopt MARINet Purpose and Principles (*Action*)
- CENIC Hardware Refresh (*Discussion*)
- MARINet Staffing, Tenary Annual Evaluation (*Action*) – Closed Session
- BiblioCommons Google Analytics Dashboard (*Discussion*)
- Innovative Sierra Multi-Year Renewal Pricing (*Action*)
- Streamlining Board and Working Group Meetings Proposal (*Action*)
- Reserve Fund Policy – which would include the specific amount of money to be kept in reserve, the purpose of the fund, and the allowable balances (*Discussion*)
- Collaborative Acquisitions (*TBD*)
- Hoopla Subscription/Records (*Discussion*)
- BET and MCFL Strategic Plan Experiences (*Discussion*)

## D. Library Announcements (*Discussion*)

- Brenner – Successful program, Home Movie Day, which allowed patrons to bring 8mm, 16mm, VHS and DVDs in to share.
- Kenton – Good attendance and excitement for programs focused on local topics – Marin trains, dairy farms, (upcoming) lost islands of San Francisco.
- Gilbert – Programing includes NaNoWriMo (National Writing Month), designing your planner, and banned books. NaNoWriMo, on Thursday from 3 – 5 pm in the Edgehill Mansion, is open to the public.
- Chambers – New Programming & Marketing Coordinator hired, Tessa Paoli.
- Adlawan – Working to fill three leadership positions: Tech Services Library Services Manager (LSM), Public Services LSM, and Assistant Director. The Assistant Director position does not require a Master's of Library and Information Services and the position will focus on H.R., budget and business needs.
- Quffa – Tokutomi on leave. San Rafael citizens considering a citizen led tax measure to support the library.
- Hill – Hiring a Circulation Supervisor. Working with architects on plans for new library. Exciting upcoming program with Larkspur resident who went into space!
- Frye – College of Marin promoted Vice President Dr. Jonathan Eldridge to President.

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### VI. Business Topics

- A. Staffing Consultant - Virtual Presentation of Staffing and Organizational Restructuring Recommendation Report (*Discussion*) – Meade and Braun reviewed the key findings and recommendations of their report. They led a discussion around recommendations that have broad agreement and those that need more discussion. They helped develop next steps for implementing the selected recommendations. The Executive Committee will work with Marin County H.R. on next steps for staffing. Trenary will create a draft “one year plan” (January 2024 – January 2025) based on the report and Board discussion for the December MARINet Board meeting.

Adlawan adjourned the meeting at 11:52 a.m.

*Minutes respectfully submitted by Trenary*