

MARINet Board Meeting Minutes

Thursday, December 7, 2023



Meeting Held at: Mill Valley Library, 375 Throckmorton Ave Mill Valley, CA 94941

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), and Abbot Chambers (Sausalito)

MARINet Staff: Jessica Trenary

Adlawan called the meeting to order at 9:37 a.m.

- I. Determination of a Quorum – Yes
- II. Public Comment Period – None
- III. Business Topics
 - A. Approval of Minutes from Previous Meeting (Action) – **Chambers moves to approve the November 2, 2023 meeting minutes, Kenton seconds. Unanimously approved by a voice vote.**
 - B. Board Resolution – CENIC Refresh Grant (*Action*) – **Duran moves to approve the CENIC Refresh Grant Board Resolution, Brenner seconds. Quffa (San Rafael) submitted her absentee vote “yes” in writing ahead of the meeting. Unanimously approved by a voice vote.**
 - C. Adlawan calls for a closed session at 9:40 a.m. pursuant to *California Government Code* § 54957 for public employee evaluation of Trenary as Temporary Systems Administrator. Adlawan reconvenes meeting at 10:06 a.m.
 - D. FY24-25 Budget Questions (Discussion) – Trenary reviewed current work in progress for budget preparation. Trenary asked the Board for input on subscription renewals and AMH and text messaging project plans, as well as Overdrive collection funding expectations. Text messaging and RFID/AMH consultant funding should be in draft budget. Board will discuss with staff CHQ and Decision Center usage and have input at January meeting. Trenary will provide more information about Overdrive usage for January meeting. Board wants Trenary to encourage DRWG to look at new subscriptions for the consortium. Duran also encourages Trenary to have staff development budget available, earmarked for conferences.
 - E. Innovative Multi-Year Contract (*Action*) – Agenda item held until January meeting.
 - F. Adoption of MARINet Purpose and Principles (*Action*) – Adlawan will draft a message to MUC – MARINet User Communication – email listserv about the adoption of the MARINet purpose and principles, as well as current work on consultant recommendations and implementation. **Duran moves to adopt MARINet’s Purpose and Principles, Chambers seconds. Unanimously approved by a voice vote.**

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- G. MARINet One Year Plan – Task Force Formation (*Action*) – Trenary will participate in each task force. Each task force will report back to the Board at each monthly meeting.

Board elects to form four task forces:

1. Board Support Task Force – Duran, Kenton, Brenner
 2. Staffing Task Force – Adlawan, Gorka (Dominican)
 3. Organization Restructuring – Adlawan, Quffa (San Rafael), Hill, Gorka (Dominican)
 4. Collections Management Task Force – Chambers, Brenner, Frye, MCFL Staff
- H. Board Resolution – Authorization of Consulting (*Action*) – **Chambers moves to approve Board Resolution to engage Whole Mind Strategy Group, Kenton seconds. Quffa (San Rafael) submitted her absentee vote “yes” in writing ahead of the meeting. Unanimously approved by a voice vote.**
- I. Break - Adlawan calls for a break at 10:40 a.m. and reconvenes the meeting at 10:50 a.m.
- J. Board and Working Group Meeting Proposal (*Discussion*) – Trenary explains proposals to streamline working group and Board meetings. All proposals are accepted by the Board and Trenary will work with working groups to implement. Adlawan also suggests a standardized template for agendas and meeting notes for each group as well as a Chair onboarding email.

Chambers exits the meeting at 11:00 a.m.

- K. MCFL Student MyCard Program (*Discussion*) – Adlawan shares that their NUSD Student MyCard press release received attention from the Marin County Department of Education (DOE). The DOE are interested in working with MARINet and the County to expand the project. Mill Valley and Belvedere Tiburon had paused their student card projects with MARINet because of MARINet project prioritization concerns. Adlawan will work with city libraries to share best practices of their project, and libraries will work with MARINet on next steps to move project forward with other schools.
- IV. Standing Agenda Items
- A. Equity Discussion (*Discussion*) – Kenton led a discussion around two articles, “What does ‘the work’ of DEI leadership and advancement look like?” by Nimisha Bhat and is “Are Your Organization’s DEI Efforts Superficial or Structural?” by Melaku and Winkler from Harvard Business Review.

Kenton exits the meeting at 11:30 a.m.

- B. Systems Administrator Report (*Discussion*) – Trenary notes that if libraries make announcements about the CENIC grant, they should notify and acknowledge correctly. Duran asks if MARINet can put out a press release about the grant. Adlawan offers to

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assist with the press release. Trenary also notes that CA State is still seeking an Administrator for the program.

C. Library Announcements (*Discussion*)

- Frye – To celebrate Women’s History Month, COM will host a talk open to the public on March 12th with Anita Gail Jones on her book *The Peach Seed*.
- Adlawan – MCFL will host a community meeting to get input for their strategic plan on January 19th. Various Marin County groups will participate and MARINet libraries would be welcome and appreciated to attend.

Adlawan adjourned the meeting at 11:34 a.m.

Minutes respectfully submitted by Trenary