

MARINet Board Meeting Minutes

Thursday, January 4, 2024



Meeting Held at: 1600 Los Gamos, Suite #180 San Rafael, CA 94903

Present:

Board Chair: Lana Adlawan (MCFL)

Board: Crystal Duran (Belvedere Tiburon), Gary Gorka (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 9:34 a.m.

- I. Determination of a Quorum – Yes
- II. Public Comment Period – None
- III. Standing Agenda Items
 - A. Equity Discussion (Discussion) – Brenner raised awareness about hearing impairment issues. She invited John Rudolph, President of PCD Audio & Video, to discuss devices available to assist patrons. Brenner will follow up at February Board Meeting with checklist for MARINet libraries and more information about working together on this issue.
- IV. Business Topics
 - A. Approval of Minutes from Previous Meeting (Action) – **Kenton moves to approve the December 7, 2023 meeting minutes, Duran seconds. Unanimously approved by a voice vote.**
 - B. Innovative Sierra Multi-Year Renewal (Action) – Trenary described the pros and cons of signing a longer term agreement with Innovative. **Chambers moves for Trenary to sign a four year agreement with Innovative for all Innovative subscriptions except for College of Marin and Dominican's Link+ subscriptions which should be paid separately and kept on an annual renewal period, Brenner seconds. Unanimously approved by a voice vote.**
 - C. FY24-25 Budget Questions (Discussion) – Trenay asked the Board for input on subscription renewals, particularly Collection HQ and Decision Center. The Board would like to keep Decision Center. Although some libraries are not using Collection HQ, overall the group would like to continue the subscription and possibly get more training from B&T that is targeted to their needs. Trenary provided information about popular bestsellers holds in print versus Overdrive, to make the case that more funds should be devoted to Overdrive holds and the funding could come from print purchasing. The group discussed print budgets, collective purchasing, and Overdrive holds. The Board recommends keeping the FY24-25 Overdrive budget flat and using reserve funds to manage the growing demand for Overdrive. The Board Collection Management Task

Force will also continue to investigate this topic and make recommendations to the Board.

D. MARINet Board Task Forces (Discussion) –

1. Board Support Task Force – Duran, Kenton, Brenner – Updated the group on their meetings and work. They will have draft versions of onboarding and role descriptions at the February Board Meeting.
2. Staffing Task Force – Adlawan, Gorka – Updated the group about timeline and next steps. Adlawan continues to work with County HR on MARINet positions, including salary and job descriptions.
3. Organization Restructuring – Adlawan, Quffa, Hill, Gorka – Meeting scheduled for January 17th
4. Collections Management Task Force – members finalized - Chambers, Brenner, Frye, Adlawan

E. Board Task Forces Approve Formation (*Action*) - **Kenton moves to formally form the four task forces, Brenner seconds. Unanimously approved by a voice vote.**

V. Standing Agenda Items (Continued)

- A. Systems Administrator Report (*Discussion*) –Trenary shares the good news that the full CENIC grant amount has been received in the correct account. She notes that the CA State Library is no longer accepting CENIC grant applications. She also notes that CA State Library has not announced a new Administrator for the program and that may cause delays in e-rate reimbursements, which can be substantial amounts of money (\$30,000 quarterly). Trenary will keep the Board informed, but reserve funds might need to be borrowed, if CENIC bills arrive without e-rate reimbursement applied. Trenary also noted several BiblioCommons and CENIC outages.

B. Library Announcements (*Discussion*)

- Brenner – Marin Poetry Center is working on their traveling poetry show and Brenner would like to connect them with libraries interested. Duran, Kenton, Hill, and Adlawan expressed interest. Mill Valley hosted a very successful concert with a local pianist accompanied by a quartet. He would be open to working with other libraries, so Brenner will put him in touch with Adlawan, Kenton and Hill.
- Duran – Strategic planning is going well and Duran will have more information to share in February. Belvedere Tiburon is hiring an Adult Services Librarian currently and may have another full-time position open soon. They are also working on a compensation study with RGS and they would appreciate help/information from MARINet libraries. Duran will share comp reports with the group after they are complete.

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- Hill – Larkspur is currently in the process of hiring a Librarian I for Adult Services and will have another position opening soon.
- Adlawan – Applications are now being accepted for their Assistant Director of Library - Support Services position.
- Chambers – They will be reposting their open Children’s Librarian position soon.
- Kenton – The San Anselmo Library was busy over the holidays and they piloted more open hours this year. They opened the day after Thanksgiving (Friday) as well as Veteran’s Day and patrons were pleased.

Adlawan adjourned the meeting at 11:01 a.m.

Minutes respectfully submitted by Trenary