

MARINet Board Meeting Minutes

Thursday, May 2, 2024



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

Present:

Board Chair: Lana Adlawan (MCFL)

Board: Crystal Duran (Belvedere Tiburon), Sara Frye (College of Marin), Gary Gorka (Dominican), Damon Hill (Larkspur), Linda Kenton (San Anselmo), Catherine Quffa (San Rafael), and Jeffrey Jackson (Sausalito) 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. Public Comment Period – None
- III. Business Topics
 - A. Approval of Minutes from Previous Meeting (*Action*) – **Kenton moves to approve the April 4, 2024 meeting minutes, Duran seconds. Unanimously approved by a voice vote.**
 - B. Libraries Share Budget Priorities/Annual Plans (*Discussion*) – Each library shared their budget priorities for the upcoming fiscal year. Discussion focused on the allocation of resources to various collections, library staffing, and programs and services, highlighting planned initiatives aimed at improving library offerings and adapting to changing community needs. The Board felt this topic was helpful and asked Trenary to make it an annual topic of discussion.
 - C. New Strategic Plans for Belvedere Tiburon and MCFL (*Discussion*) – MCFL and Belvedere Tiburon shared their recently completed strategic plans. MCFL's new five-year plan focuses on Anti-Racism & Equity. MCFL's plan was created through listening sessions with staff and community members. Belvedere Tiburon's two year plan includes a new vision statement ("A community where every person feels included and inspired) and a new mission ("To nurture curiosity, spark connections, and foster lifelong learning.")
 - D. Board Resolution – Board Roles (*Action*) – Adlawan suggests clarifying length of expected "buddy" time investment to one year. Trenary will remove underline/link for "purposeful agenda." **Kenton moves to approve the Board Resolution – Board Roles listing core responsibilities as amended, Chambers seconds. Unanimously approved by a voice vote.**
 - E. Board Task Forces (*Discussion*)
 - Staffing Task Force Update – Adlawan, Gorka – County H.R. has finished Systems Admin comp and class study. The Board of Supervisors will need to approve at their monthly meeting, tentatively at May 21 meeting. Recruitment will open after approval. If the Senior Librarian position becomes vacant, the Board supports

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reclassifying that position from Senior Librarian to Technology Systems Specialist III. That will require a change from MCMEA to MAPE, which Adlawan says should not cause a delay.

- F. Demo BiblioCommons Analytics (*Discussion*) – Trenary gave a quick demonstration of the new analytics module. Board members should contact MARINet for access. One hour recorded training is also available to share.
- G. Reschedule July 4th Board Meeting (*Discussion*) – Board is tentatively in favor of cancelling meeting and will make final decision at June meeting.
- H. Adlawan calls for a closed session at 11:01 a.m. pursuant to California Government Code § 54957 for public employee evaluation of Trenary as Temporary Systems Administrator.

Adlawan reconvenes meeting at 11:18 a.m.

IV. Standing Agenda Items

- A. Equity Discussion (*Discussion*) – Adlawan held agenda item June meeting to allow more board members to finish the survey sent out by the Organizational Restructuring Task Force.
- B. Systems Administrator Report (*Discussion*) – Trenary noted item #1 on the report, that SIP2 licenses have an expense and should be considered when purchasing new equipment. She also shared that the Digital Resources Working Group (DRWG) is in favor of not beginning new contracts for resources supported by CA State Library that will expire (Coursera, GetSetUp, EBSCO Learning Express Library, NorthStar, and SkillShare.) The DRWG asked the Board to consider Brainfuse's HelpNow; a discussion will be added to a future agenda. Kenton and Trenary attended CA State Library's AI and Libraries Summit and they will have a report for the June meeting. Trenary also provided updated statistics to her January 2024 eBook report.
- C. Library Announcements (*Discussion*) -
 - Duran – Belvedere Tiburon will soon be recruiting for a full-time circulation supervisor.
 - Quffa – In June, San Rafael will be partnering with MCFL on an exciting pride event with a DJ, snow cones, and more fun.

Minutes respectfully submitted by Trenary