

# MARINet Board Meeting Minutes

Thursday, June 6, 2024



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

## **Present:**

Board Chair: Lana Adlawan (MCFL)

Board: Gary Gorka (Dominican), Damon Hill (Larkspur), Anji Brenner (Mill Valley), Linda Kenton (San Anselmo), Catherine Quffa (San Rafael), Abbot Chambers (Sausalito)

MARINet Staff: Jessica Trenary

Guests: Katrina Sadler, MCFL Library Services Manager

Adlawan called the meeting to order at 9:35 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 noted his name is misspelled in section D. With that change noted, **Chambers moves to approve the May 2, 2024 meeting minutes, Kenton seconds. Unanimously approved by a voice vote.**
  - B. Board Resolution - Designation of a Fiscal Agent (*Action*) – **Quffa moves to designate MCFL as MARINet’s Fiscal Agent for FY24-25, Chambers seconds. Duran (Belvedere Tiburon) submitted her absentee vote “yes” in writing ahead of the meeting. Unanimously approved by a voice vote.**
  - C. MNet Working Groups - In Person Recommendation (*Discussion*) – Trenary gathered feedback from the Circulation Working Group regarding their opinions on holding in-person meetings at least once a year. With this insight in mind, the Board asked the working groups to meet at least once a year in person. The Board requested MARINet to purchase lunch for the group once a year. Trenary will inform the groups and plan the lunches with the Chair of each working group. The budget will be allocated from MARINet’s “Conferences & Training” budget.
  - D. Artificial Intelligence Conference Report (*Discussion*) – Kenton and Trenary shared their experiences at the California State Library hosted summit, "Artificial Intelligence (A.I.) in Libraries" in Sacramento on April 26, 2024. The summit focused on understanding the impact of A.I. on libraries, addressing concerns like data privacy, bias, and the digital divide, and exploring how libraries can support their communities and develop policies for the responsible use of A.I. Trenary suggests that MARINet update the MARINet Privacy Policy, which is an outward facing policy for patrons posted on the MARINet website and last revised in 2016. MARINet will also work with Marin County and IST, to get more information about their A.I. policy. Gorka shared that A.I. is having a large impact on education and Dominican Library Staff are currently using A.I. as tool. Chambers is encouraging staff to engage with A.I. Hill has found it helpful in cataloging

questions and the Larkspur Library is starting an A.I. club for teens and will have programming for A.I. “beginners.”

E. Board Task Forces (*Discussion*)

- Staffing Task Force (Adlawan, Gorka) – Adlawan updated the group. The MARINet Systems Administrator position will open for internal candidates from June 11 to June 18. Interviews will be held in July. Board inquiries about participating in the interview panel or suggestions for interview questions should be sent to Adlawan.
- Org Restructuring Task Force (Adlawan, Quffa, Hill, Gorka) – The group is exploring alternative methods to align the cost-sharing formula and MARINet budget with the actual usage of the system and staff.
- Collection Development Task Force (Chambers, Brenner, Frye, Adlawan) – Quffa asked the group about the benefits and drawbacks of each library having their own unique collection policy as well as their own method of “request for reconsideration” type policies and forms. This may be an area for future collaboration. Guest Katrina Sadler, MCFL Library Services Manager, joined the meeting to discuss MCFL’s program of leasing materials through Baker & Taylor (B&T). Sadler shared how the program works and the pros and cons and MCFL’s spending. MCFL focuses on four main areas for leasing titles: bestsellers (most popular titles), lucky day (copies that do not allow holds and do not float from MCFL branch to branch), large type, and items for the MCFL Bookmobile. Brenner asked if there was room to negotiate with B&T if all of MARINet joined. Sadler thought the “points” system that B&T uses for leasing isn’t as negotiable as the cost of individual items. Brenner asked if other vendors also offered leasing. The group thought Brodart and Ingram had in the past, but do not any longer. The Board thanked Sadler for that information.

F. Brainfuse HelpNow Subscription (*Discussion*) – Trenary gathered information about a possible MARINet-wide Brainfuse subscription. MCFL plans to continue with a subscription after the CA State Library supported subscription ends in August. The Board would like more information about the cost for a MARINet-wide subscription for all modules. They would like more information about CollegeNow. Chambers wanted to know if Brainfuse collects satisfaction surveys from patrons using the tutoring service. Board will vote on subscription addition at the August 1<sup>st</sup> Board meeting.

G. Cancel July 4th Meeting (*Action*) - **Brenner moves to cancel the July 4<sup>th</sup> MARINet’ Board Meeting and resume monthly meetings in August 2024, Kenton seconds. Unanimously approved by a voice vote.**

H. MVY Budget Priorities/Annual Plan (*Discussion*) – Brenner shared Mill Valley’s budget priorities for the upcoming fiscal year. The Mill Valley Library Trustees are working closely with the Mill Valley Library Staff on a new strategic plan.

# MARINet Board Meeting Minutes

Thursday, June 6, 2024



- I. Chair Reflection (*Discussion*) – Adlawan noted the accomplishments of the last 18 months, which included implementation of BiblioCommons Check-out and BiblioCommons Analytics, the Board’s work with the consultants, implementation of a record retention policy, the award of the CENIC refresh grant, MARINet’s codified purpose and principles, a new 4-year contract with Innovative, additional funds for Overdrive and more. She thought many of the projects were successful, but internally focused on the organization. She hopes the MARINet Board in the coming year can focus on projects that are outwardly facing and specifically benefit the community. She also proposed that the MARINet Board might consider meeting every other month, possibly including more working lunches. The Board and Trenary thanked Adlawan for her dedication to MARINet and her leadership as Chair.

## IV. Standing Agenda Items

- A. Equity Discussion (*Discussion*) – The Org Restructuring Task Force shared a draft definition of equity based on the Board’s responses to the Task Force survey. Board members are encouraged to send their thoughts to Trenary, who will bring those ideas to the Task Force. The draft will be brought back to the August Board Meeting.
- B. Systems Administrator Report (*Discussion*) – Trenary noted that Innovative is making progress incorporating their new discover layer, Vega, into Link+. Eventually Vega libraries will be able to add Link+ search results into their catalog. BiblioCommons will have Apple Wallet integration, which will allow patron’s library cards to be part of their Apple “wallet.” Trenary shared that there is a new BiblioCommons home page in beta. She also noted that she will be out of the office from June 20<sup>th</sup> to July 1<sup>st</sup>. Dan McMahon, former Sys Admin, will be covering.
- C. Library Announcements (*Discussion*) –
  - Kenton – Discussed library programming at San Anselmo.
  - Quffa – San Rafael’s City Council voted to place a citizens’ initiative on the Nov. 5 ballot to support construction of a new city library and community center.
  - Chambers – New Children’s Librarian should be starting soon.
  - Adlawan – Hired a new Assistant Director, Dr. Juliet Schiller.
  - Brenner – Installing their new “privacy pod” which will allow patrons to have privacy space to make sensitive phone calls, or have a job interview, or hold a 2-person meeting.
  - Hill – Hired a new Librarian, Chantal Cong-Huyen.

Adlawan adjourned the meeting at 11:50 a.m.

*Minutes respectfully submitted by Trenary*