

MARINet Board Meeting Minutes

Thursday, February 6, 2025



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

Present:

Board Chair: Crystal Duran (Belvedere Tiburon)

Board: Sarah Frye (College of Marin), Amy Gilbert (Dominican), Damon Hill (Larkspur), Lana Adlawan (MCFL), Kristen Clark (Mill Valley), Linda Kenton (San Anselmo), Catherine Quaffa (San Rafael), and Jeffrey Jackson (Sausalito)

MARINet Staff: Jessica Trenary

Guests: Eric Meade, Whole Mind Strategy, LLC, and Serianna Leyland, Adult Services Librarian at San Anselmo Public Library

Duran called the meeting to order at 9:30 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 moved to approve the January 8, 2025, meeting minutes, Adlawan seconded. Unanimously approved by a voice vote. Quaffa absent.**
 - B. Board Resolution - Approve Cost Sharing Formula (*Action*) - **Jackson moves to approve the FY25-26 MARINet Cost Sharing Formula, Clark seconds. Quaffa submitted her absentee vote “yes” in writing ahead of the meeting. Unanimously approved by a voice vote.**
 - C. DRWG Chair Proposed Digital Resource Budget (*Discussion*) – Leyland reviewed the DRWG proposal of adding Lingopie for 18 months. It would be paid for using MARINet salary savings in March 2025. The subscription would be evaluated before being added to the budget next fiscal year. The DRWG also recommended increasing the Overdrive budget 7%, which is modest compared to the 20% increase in circulation year over year. The group recommended keeping all other subscriptions. Trenary will work with College of Marin and Dominican on their digital resources and Overdrive access. Duran noted that CA State Library may not be able to continue their funding for The New York Times, and DRWG should consider that additional \$5K expense. Adlawan asked if the DRWG considered a group Linked-In Learning subscription. Leyland said they did not.
 - D. Mid-Year FY24-25 Budget Review (*Discussion*) – Trenary shared the out of budget expenses for FY24-25 and the projected unspent funds. She also noted two more incoming interest payments and a total projected reserve balance of over \$1 million going into FY25-26.

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- E. Proposal for Strategic Purchasing in Overdrive (*Action*) – Trenary proposed spending about half the projected salary savings from MARINet’s understaffed position to purchase Overdrive titles. She recommended the majority be spent on holds, with an additional amount for children and teen holds. About ¼ of the total will be used for Skip The Line titles, which will be purchased over the next 6 months to give patrons more access to popular titles without waiting. And two \$5K allocations – one for OC/OU (one copy, one user) audiobooks, which do not expire and another for DEI titles focused on areas that have the smallest collections. Clark is supportive of both individual libraries spending more and using MARINet’s reserve to fund Overdrive. Duran recommends that the Board make a long-term plan for Overdrive spending. Trenary will bring that idea back to the Executive Committee. **Kenton moves to approve the “Proposal for Strategic Purchasing in Overdrive” with up to \$47,627 of MARINet’s salary savings spent on Overdrive, Clark seconds. Quaffa absent. Unanimously approved by a voice vote.**
- F. FY25-26 Draft Budget (*Discussion*) – Trenary reviewed the draft budget, which splits MARINet’s expenses into “core” and “elected” services. College of Marin and Dominican, as affiliate members, can choose not to participate in elected services of LINK+, Overdrive and digital resources. Additionally, Trenary explained variances in the budget. The budget should be signed by the MARINet Board in March.

Quaffa joined the meeting at 10:30 am

- G. MNet Project Prioritization (*Discussion*) – Meade and Trenary led a discussion around the ranking of potential MARINet projects. Trenary described the poll and process of creating the rankings. Each Director was given time to discuss any outlier votes. Quaffa noted the importance of a JPA update and Kenton thought network security and AI should continue to be considered in the next round of project prioritization. Adlawan noted that the AMH at TEC Services has been paused for MCFL staffing reasons but is ready to move forward, even though that project is lower ranked. Several Board members would like the Board Room to have assisted listening devices, another lower ranked project. Adlawan said MCFL staff may be able to help. The Board created a draft prioritization, formally adopted it, and discussed how and when to revisit project rankings. MARINet’s 2025 projects include:
1. MARINet Ticketing System
 2. Text and New Email Notices
 3. CENIC Optimization
 4. Auto Situs
 5. Student Cards
 6. MARINet Succession Planning

IV. Standing Agenda Items

- A. Systems Administrator Report (*Discussion*) – Trenary noted that MARINet’s hire Cory Krug as the new Technical Systems Specialist III. He starts Monday, March 3rd. She also shared an update on the Onyx Storm title mentioned in the report. As of Monday 02/03,

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the Overdrive copies had 508 circulations, and the print had 1 checkout. 40 print copies were on order or being processed. In January, Overdrive had its highest monthly circulation ever of 95,054.

B. Library Announcements (*Discussion*)

- Kenton – Working on plans for a small renovation.
- Hill – Began construction of the new library.
- Quaffa – Downtown renovation on schedule. Pickleweed Library renovation will begin when Downtown is complete. Working on getting back to fully staffed.
- Gilbert – New outdoor classroom.
- Adlawan – County affirmed its commitment to democracy and community with a [Resolution](#). MCFL made a similar statement via email to all their patrons. They are participating in an immigration task force. MCFL is also working on a ten branch refresh/renovation project.
- Frye – Enrollment is up, to 6K. The Ada Limón event is coming up on March 13th. It's open to the public. The students have created a play based on her work and will perform it in February and again for Limón.
- Clark – New privacy pod is popular. Implementing assistant listening devices in different configurations. Will soon be adding a smart locker.
- Jackson – Adding vinyl records and a listening station. Adding new A/V to their reading room. Increasing programming in the library, especially Friday nights. Developing a new collection policy. Interviewing for Library Assistant I's.
- Duran – Library is celebrating 30 years with several events. Looking for part-time librarians. Expanding their library of things collection.

Duran adjourned the meeting at 11:45 a.m.

Minutes respectfully submitted by Trenary