

# MARINet Board Meeting Minutes

Thursday, February 5, 2026



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

## **Present:**

Board Chair: Anji Brenner (Mill Valley)

Board: Crystal Duran (Belvedere Tiburon), Sarah Frye (College of Marin), Amy Gilbert (Dominican), Damon Hill (Larkspur), Lana Adlawan (MCFL), Linda Kenton (San Anselmo), Catherine Quffa (San Rafael), and Jeffrey Jackson (Sausalito)

MARINet Staff: Jessica Trenary

Brenner called the meeting to order at 9:30 a.m.

- I. Determination of a Quorum – Yes
- II. Public Comment Period – Written communication was received on February 4, 2026. The communication was submitted anonymously, acknowledged during the meeting, and retained as part of the official record.
- III. Business Topics
  - A. Welcome DRWG Chair and Board Introductions (*Discussion*) – Board members introduced themselves and welcomed DRWG Chair, Katie Suter, from Sausalito Library.
  - B. DRWG Chair Proposed Budget Presentation (*Discussion*) – Suter shared the DRWG proposals for digital resource subscriptions in FY26-27. Board thanked Suter for her presentation and delivering the DRWG proposal.
  - C. Approval of Three-Year Digital Resource Subscriptions (*Action*) – **Duran moved to approve MARINet signing three-year subscription agreements for Ancestry, Mango Languages, and NewsBank to secure reduced pricing and cost stability through longer term commitments for these popular digital resources, Kenton seconded. None abstained. The motion passed unanimously by voice vote.**
  - D. Approval of Minutes from Previous Meeting (*Action*) - **Adlawan moved to approve the December 4, 2025, meeting minutes, Duran seconded. None abstained. The motion passed unanimously by voice vote.**
  - E. Larkspur Bookdrop (*Action*) - Larkspur may have a bookdrop available for MARINet use after the library moves to Rose Lane. The Board asked Trenary to gather more information about accepting the bookdrop and add an agenda item to a future meeting. **No action taken.**
  - F. Board Resolution - Approve Cost Sharing Formula (*Action*) - **Quffa moved for MARINet to approve the fiscal year 2026 – 2027 cost sharing formula, Jackson seconded. None abstained. The motion passed unanimously by voice vote.**

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- G. Mid-Year Budget Review (*Discussion*) – Trenary reviewed the current state of MARINet finances, including reserve fund balance, Prior Year Fund Balance, out of budget expenses, and interest earned.
- H. MARINet Project Priorities (*Discussion*) - Trenary shared the current projects outlined in the systems report and plans for 2026 projects, working around reduced MARINet staffing levels.
- I. Next FY Draft Budget (*Discussion*) - Trenary shared the draft budget, noting changes from the last fiscal year to the future fiscal year. She noted that CENIC will be calculated as stipulated by the JPA cost sharing formula.
- J. One Book, One Coast (*Discussion*) – Belvedere Tiburon, San Anselmo and Mill Valley will be participating in this California, Oregon and Washington shared reading initiative centered on George Takei’s graphic memoir *They Called Us Enemy*. Participating libraries, including the Los Angeles Public Library, will host coordinated programming and discussions tied to the selection.
- K. Authorize System Administrator to Execute Agreement with Legal Counsel (*Action*) - **Quffa moved to authorize Trenary to execute an agreement with Richards, Watson & Gershon, subject to a spending limit of up to \$20,000 with funds from Prior Year Fund Balance, Jackson seconded. None abstained. The motion passed unanimously by voice vote.**
- L. Email & Text Messages (*Action*) - Trenary recommended BiblioCommons for email and text notifications, citing the integrated experience across the app, website, and patron communications, and noted that if budget constraints required a lower cost option, Innovative’s LX Starter for email notices combined with Shoutbomb for text messaging would be effective. The Board discussed both approaches and expressed appreciation for Trenary’s work gathering vendor information and working with vendors on test messages. Following discussion of costs and long-term sustainability, the Board agreed that moving forward with LX Starter and Shoutbomb is the most fiscally responsible option at this time. **Duran moved to authorize Trenary to execute an agreement with Shoutbomb to add text messages, with costs up to \$8,348 funded from the Prior Year Fund Balance, Adlawan seconded. None abstained. The motion passed unanimously by voice vote.**
- M. Board Task Force Updates
- eBook [Brenner, Jackson, Sadler/Adlawan] (*Discussion*) – Trenary shared the impact of reducing OverDrive hold and checkout limits, which contributed to a 35% decrease in average wait times from 42.3 to 27.7 days. Digital circulation increased 16% in 2025, while physical circulation declined 7% year over year.
  - Equity [Adlawan, Frye, Gilbert, Quffa/Avalos] (*Discussion*) – Trenary shared that the results from the working group survey were combined and condensed into 16 recommendations. Eight recommendations have been passed on to the

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Working Group task force for evaluation with the working groups, as possible future goals. Four recommendations are currently in progress at MARINet, two are not MARINet-related projects, and two should be considered for future projects.

- Library Support Groups [Adlawan, Duran, Kenton] (*Action*) - **Adlawan moved to sunset the Library Support Groups Task Force, Kenton seconded. None abstained. The motion passed unanimously by voice vote.**
- MARINet Working Groups [Duran, Hill, Kenton, Quffa] (*Discussion*) – The task force received 21 responses from working group members, which overall showed that members find the working groups useful and productive. The task force will meet and consider next steps.
- COMMon Read [Adlawan, Quffa/Avalos, Frye] (*Discussion*) – No update.

### IV. Standing Agenda Items

A. Library Advocacy (*Action*) – Duran shared information about outreach to California representatives in support of California Library Association legislative priorities related to the State budget. Board members discussed the importance of confirming their authority to sign on behalf of MARINet and their respective jurisdictions, and Duran encouraged members to consult locally regarding authorization for future joint letters of support. **No action taken.**

B. Library Announcements (*Discussion*) – Board members shared general updates regarding upcoming events, programs, and activities at their respective agencies.

C. Systems Administrator Report (*Discussion*) - Deferred due to time constraints.

Brenner adjourned the meeting at 12:15 p.m.

*Minutes respectfully submitted by Trenary*