

**MINUTES OF THE MARINET BOARD MEETING
JULY 17, 2003**

Present: MARY RICHARDSON, VAUGHN STRATFORD, DEBBIE MAZZOLINI, FRANCES GORDON, CATHY BLUMBERG, SARA LOYSTER, CAROL STARR

Future Board Meetings will be scheduled from 9:30 to 12:30.

APPROVAL OF MINUTES: It was moved, seconded and carried that the Minutes of the previous meeting be approved.

ANNOUNCEMENTS:

- Ben Dresden is retiring as the IT Director of Marin County
- The Marin County Workload Study will determine the minimum staffing levels. The project will begin in August and will last one year.
- The III Directors Retreat will be 9/21 to 9/22.
- Vaughn Stratford announced that San Rafael Public Library will be closed on Mondays beginning August 11th.
- Mary Richardson will send out reports on pay scales for substitutes.
- Frances Gordon reported that Larkspur is recruiting for a 25 hr. library assistant position.

OLD BUSINESS:

A. Reports from committees: Carol Starr reported that the Bib.Standards Retreat held on 6/26 was very productive in getting issues on the table. The committee plans to have future retreats in the coming year to continue their discussion.

B. System Administrator's Report - In addition to the written report, Deb Moehrke reported the following:

1. MARINet Manual is complete and directors were asked to encourage staff to review it.
2. The World Book Encyclopedia will be available soon.
3. MARINet's move to Hamilton is likely by early 2004.

C., Modify Circulation committee goal - Modified Goal #4 to give circ. staff time off to make a list of minimum competencies. The goal deadline was changed to January 1, 2004.

D. The CIPA Court Decision, regarding at what age a child should have unfiltered access to the Internet, was discussed.

E. Discussion of changing renewal policy - The idea of having all MARINet members allow two renewals on items was discussed but several members were not comfortable with the idea. The County and Sausalito are now allowing 2 full renewals per item; Mill Valley, Bel-Tib., and San Rafael do not. San Anselmo and Larkspur are still considering the issue. Any library that decides to change their renewal policy should email MARINet to get the changes made to their loan rules.

New Business:

A. Review of reports from the committees on 02/03 accomplishments:

1. Public Services Committee

There was a discussion of issues related to juveniles using the Webpac. The intent of the goal was that PSC develop a survey to determine the needs of children. It was further recommended that every employee gets training in the use of Millennium.

PSC and the Bib. Standards Committees need a consensus on what needs to be done about the 856 tags. It is important that the task force meets to complete this work.

2. Bibliographic Standards Committee

The Board decided to emphasize to the committee members that they will need to increase the use of Millennium Cataloging in order to accomplish their new goal.

3. Circ. Standards Committee

The Board was pleased with the progress that the committee had made on their goals. Deb Moehrke mentioned that not all patrons are getting coded within 10 business days.

B. Use of Home Library or Residence code for State Report

Deb Moehrke explained the difference between counting patrons by home library and residence code. The Board decided to use "home library" for the count of registered borrowers reported on the State report. This replaces the earlier decision made prior to home library being available.

C. Adopt County of Marin Investment Policy

The Auditor advised in the audit of the fiscal years ending with 96/97 that the Board might be required to adopt an investment policy. A search of the minutes of past meetings did not find where a formal vote to adopt a policy had been taken. The MARINet funds are invested by the Marin County Treasurer. Therefore, Mazzolini moved and Gordon seconded that the MARINet Board formally adopt Marin County's Investment Policy.

D. Modify agreement that County Library will borrow MCFL items before City owned items-

After a discussion of the original intent of the agreement, the Board agreed to modify the old agreement that the County library branches will borrow MCFL items before borrowing items from the cities. In the future, the County may borrow an item that is not available at a branch from either another County branch or any city library.

Respectfully submitted,

Vaughn Stratford