

**Minutes of the MARINet Board of Directors' Meeting**  
**Thursday, October 21, 2004**  
**South Novato Branch Library**

**Board Members Present:**

Sara Loyster, San Anselmo  
Carol Starr, Marin County Free Library  
Kay Noguchi, San Rafael  
Cathy Blumberg, Mill Valley  
Mary Richardson, Sausalito  
Deborah Mazzolini, Belvedere-Tiburon  
Frances Gordon, Larkspur

**Also Present:** Deb Moehrke, MARINet System Administrator

**Minutes by Loyster**

**I. Public Comment Period:** No public present

**II. Introduction of Guests:** No guests present

**III. Approval of Minutes**

Minutes of September 23, 2004 MARINet Board Meeting approved.

**IV. Announcements**

Mazzolini announced the Board retreat would take place in Tiburon.

Starr announced that the County Library has installed Print Management at Civic Center and has encountered some problems with the software.

**V. Additions to the Agenda**

Paging slip analysis was added to New Business, item G.

**VI. Old Business**

**A. Standing Items for agenda**

1. Reports from Committee Liaisons:

*Public Services* met 10/1/04. They will be viewing a trial of Infotrac to compare it to EBSCOhost Masterfile. They have updated the FAQ page on the MARINet website. They plan to evaluate two Metasearch products - Webfeat and Metafind for possible purchase. Overdrive (from Califa) may replace NetLibrary as it includes audio and bestsellers. The committee has about \$9000 left to spend on databases, so must make a decision. Tumblebooks (picture books on-line to see and hear) will most likely be one of the choices. Libraries in Ohio report that patrons love the new My Reading History feature, especially outreach providers.

*Circulation Committee* met 10/14/04. They had Waldo training, decided that "old holds" should be evaluated once per week and still need to decide when to eliminate "very old holds" (6 months old or older.) They are sharing information on how each

library handles “damaged or incomplete items” and procedures for taking payment for lost items that belong to other libraries. Paging slips are printed at least once per day and as often as every hour. Celeste Woo made a nice poster of all the MARINet library cards that could be duplicated for every library. An E-commerce Task Force was established (Jason and Bonnie are members.)

The Board voted (Loyster/Starr), after considering the Circulation Committee’s recommendation, to make AV last patron information expire after 6 months instead of 3 months.

2. System Administrator’s Report (see written report.)

Deb was concerned that we might have to upgrade the MARINet server to load Release 2005, but found out it won’t be necessary.

3. Member Budget issues—none mentioned.

**B. Stable Funding Group**

Those who attended the September 27 meeting thought it was valuable. Not all MARINet libraries are participating.

**C. E-Commerce Update**

The Board voted to pay the \$25 monthly fee on the Merchant Account set up for E-Commerce out of MARINet operating funds until Ecommerce is installed and we are collecting funds. No news on when the software will be installed. Deb said there was some discussion of our ideas on how to configure the E-Commerce software at the III Consortia Partners meeting. The E-Commerce Task Force will work on how to educate the public about paying fines and fees on-line with a credit card. The libraries, not the patrons, will pay the small transaction fee.

**D. Millennium silver issues**

MARINet staff who attend the IUG meeting on October 22 will be discussing our issues re. the new release.

**VII. New Business**

**A. Training on Sharepoint Server (Waldo)**

The Board was given hands-on training by Phil Youngholm on the use of Waldo as a communication tool.

**B. Califa, Amigo memberships.**

Most libraries are dropping Amigos since we are all members of Califa through NBCLS.

**C. Comparing Materials Budget**

When comparing materials budgets among MARINet libraries we should be aware that some libraries include their private donations in that figure and some do not. It may be necessary to include the private monies in lean years in order to show the “maintenance of effort” required by PLF.

**D. Review Draft Privacy Statement**

The Privacy Statement was amended to include a paragraph about the new feature “My Reading History” which allows patrons to choose to save searches and/or a record of items they have checked out. This is passworded information that is only available to the patron through use of his private PIN. The information can be deleted at any time, but only by the patron.

**E. January Retreat Date**

The MARINet Board Retreat date is set for February 3, 2005 in Tiburon. Retreat agenda items may be compiled/ considered on the Board’s Waldo site.

**F. MARINet staffing changes**

The Board voted (Starr/Blumberg) to increase Beth’s hours from 30 to 37.5 and to take the money from the contingency fund. This will help Deb deal with some of the work overload she’s been experiencing.

**G. Paging Slip analysis**

The discussion about the report that reflects how paging slips have increased or decreased over time for each library is on going. Some changes in the priority table may be necessary, but no decision was made on how or when to do this. This topic will be included on next month’s agenda.

**Adjournment**

The meeting was adjourned at 12:30 p. m.