MARINet Board Minutes

Meeting May 20, 2010

San Rafael City Hall, Community Development conference Rm. 3rd floor

Present: Anji Brenner, Mill Valley
David Dodd, San Rafael
Gail Haar, Marin County
Sarah Loyster, San Anselmo
Debbie Mazzolini, Belvedere-Tiburon
Mary Richardson, Sausalito
Deb Moehrke, MARINet
Absent: Frances Gordon, Larkspur

I. Public Comment Period - None

II. Introduction of any guests-None

III. Approval of Minutes
Approved Minutes from April 15, 2010 Board meeting (m/s Dodd/Mazzolini)

IV. Issues for future agenda
- Online textbooks
- Web Statistical Reports (Dan)
- Database Taskforce-next steps
- New capability of providing circulation history of an item and MARINet privacy policy

V. Old Business.

A. Discussion of Database taskforce report :
LRC –Not currently funded by MARINet budget. Mill Valley, Sausalito, MCFL currently subscribe to LRC. Belvedere-Tiburon switched to Ebsco.
1.***Deb will phone Annette at NorthNet about brokering the contract***
2. ***Assess how much individual libraries are currently paying***
3. ***Decide whether or not to shift this to a MARINet purchase***
Overdrive Renewal –Discussed the lower renewal cost of $2,400 (instead of $8,000) for one year related to new contracts between Overdrive and MCFL and San Rafael. ***Make the renewal an action item on June agenda.*** Note: in the next year we will be planning what we want to do with regard to expanding the MARINet Overdrive collection.
Gale Virtual Reference Library – Done
E-Reference- Build funding into budget.

B. Dominican update and discussion
Motion : Accept Dominican University as an affiliate partner of the Marin Automated Resources and Information Network (MARINet) .M/S Mazzolini/Loyster (all in favor pending vote from Larkspur). Still need to clean up / update some of the language in the contract. Brenner still objects to adding Dominican because she thinks it takes away from time and energy that needs to be focused on public libraries. However she did not vote against the motion.

C. Changing the i-tag (ISBN, etc) index
Redoing our ISBN field to include the 024 field will help with SuperSearch and also help staff locate records by UPC code.
Motion: Spend $1,500 to redo our ISBN index to include the 024 field. M/S Haar/Dodd-all in favor.

D. Finalize Board goals

Motion: Accept the following Board Goals for 2010-11 (m/s Loyster/Haar –all in favor)

1. ***Look at best practices and a method for establishing the yearly budget.***
2. ***Continue refining the committee structure including developing new models of communication.***
3. ***Define basic services, shared services, and individual library services to improve the ability for MARINet libraries to grow and still work together.***
4. ***Incorporate Dominican University Library into MARINet.***

VI. New Business

A. Release 2009B

The Release is out and ready to go. ***Prior to implementation all staff PCs with Millennium need to be upgraded to 1.6 (some may already be upgraded). Deb will send out a message listing the new features before the release goes live.***

Timing: a) By June 1st upgrade PCs to 1.6

b) June 8 –new software installed (staff downloads new JARs)

c) Dan will alert staff to changes and train where needed

a. Purchase Volume Records capability (VRC) –

- This capability enables the ability to place a request on the next available copy of a particular volume/part.
- Cost: $14,500 (sinking fund expenditure)
- Will involve staff workload to point items to the volumes/parts
- Other benefits of VRC – a) patron can pay fines over $10 on Express Lane stations. b) can use an alternate id (from barcode) on Express Lane stations
- Circ History of an item – will be able to keep up to 5 previous patrons who have checked out an item. Tied to the book not the patron record. Need to discuss privacy issues (agenda item for next meeting).

Motion: Approve expenditure of $14,500 (from sinking fund) to purchase Volume Records Capability. (M/S Mazzolini/Dodd –all in favor pending vote from Larkspur).

Note: Because Innovative doesn't support INCIP standards we're paying to keep the text-only version of circulation menus. This is only meant to enable holds to be placed from SuperSearch. Staff is <u>not</u> to place holds using the text-only (e-term) version of circ menus. Deb will send out a message about this.

B. Committee Goals for FY 10/11 – how to handle

The Board decided to invite outgoing and incoming chairs of the two committees to attend the June 17 Board meeting (liaisons will contact them). Each chair will bring their report on this year's goals and come prepared to participate in a discussion of the structure /functions of committees. Shall they have no goals, just tasks as they arise? If no standing committees, how will ongoing concerns (training/inconsistencies in circ and cataloging practices) be addressed? Will they meet less frequently? Can they meet virtually and through distribution lists?

C. Question Point 24/7 reference

MCFL will research this and report at the June 17 Board meeting.

D. Formalize voting representatives

MCFL will bring a form to use to the June 17 Board meeting.

E. Budget change resolutions

None

F. Apportioning cost for Overdrive subscription

Postponed to June 17 meeting.

VII. Standing items for agenda

A. Reports from Committee Liaisons – Circulation met 5/13
Circ meeting-demonstrated Boopsie, discussed Release 2009 B, discussed progress on goals

B. System Administrator's Report

- Encore Reporter-Bel-Tib, Mill Valley and MCFL interested. ***Deb will check to see if price would be lower if all three purchase it together.*** Will need more order records if they do Encore Reporter ($200 / 1,000 records).
  a. Report from IUG not discussed elsewhere
- Deb attended "Keeping a public library consortium flying smoothly" and gleaned some ideas for improving communication among members.
- Change to ecommerce- Credit card information will no longer exist on our system – will reside on a new form of Paypal instead. However, will need to keep the old form of Paypal for Express Lane since the new form won't work on it. Will cost an additional $20 per month.

C. Correspondence - None

VII. Announcements

- San Rafael – Kay Noguchi retired, Parcel Tax campaign going well
- MCFL – Busy with Parcel Tax campaign. New Novato Circ Desk Supervisor – Dan Avalos. New Tech Person - Jim Stevenson
- Belvedere-Tiburon – Friends opening new bookstore across the street from the Library. Will be open 30 hours a week.
- San Anselmo –Busy with Measure B (600 signs posted/ phone bank/ canvassing).

Meeting adjourned at 11:20am

Respectfully submitted,
Mary Richardson