

MARIN COUNTY FREE LIBRARY

Wednesday, February 12, 2014
South Novato Library

-- PROPOSED MINUTES --

- (1) CALL TO ORDER
Meeting called to order at 7:02 p.m. President Howard introduced & welcomed newly appointed Commissioner Margaret Kathrein.

- (2) ROLL CALL/INTRODUCTION OF NEW COMMISSIONERS
Present
Martin Perlmutter Barbara Schoen Alison Howard
Joel Fugazzotto Cal Kurzman Arthur Whitman-Bradley
Jennifer Wallace Gloria Neumeier Margaret Kathrein
Bill Crandall

Absent with Notification
Albert Brewster David Fickbohm Clifford Jacobs
Loretta Farley

Also Present
Sara Jones, Director of County Library Services
Scott Bauer, Deputy Director of County Library Services
Edna Guadiana, Senior Secretary
Damon Hill, Library Services Manager
Andrew Yon, Administrative Services Manager

- (3) ADOPTION OF AGENDA
M/S/C – Bradley/Wallace-Agenda approved as submitted.

- (4) APPROVAL OF THE MINUTES
M/S/C--Fugazzotto/Wallace -- Minutes approved as submitted.

- (5) OPEN TIME FOR PUBLIC EXPRESSION --NONE
- (6) READING AND CORRESPONDENCE FILE – NONE

(7) MARINet Report

Deb Moehrke, MARINet Systems Administrator gave a MARINet Update 2013. Deb began her presentation by commenting that there have been many changes since she last gave an update.

What is MARINet

- Formed by JPA between the independent city libraries and the County Library
- Board is the 9 Directors of the member libraries; we are adding College of Marin in July
- Own and operate the integrated system that includes the online catalog, inventory control, system for acquiring, cataloging and circulating materials
- Also provide shared eBook collections and many research databases
- Three employees

Changes since February 2011

- Improved mobile catalog access for smartphones using Encore Mobile and Airpac which works best with screen readers.
- Added Mango Languages, Green planet streaming videos, and BookFlix
- Added Discover and Go, a service for free or discounted museum access
- Migrated to Sierra with improved integration to 3rd party vendors
- Volume records improve holds on multi-volume sets such as DVD TV series
- Link+ quick access to over 11 million titles. Delivered to your chosen library or branch.

Notes replaced Boopise because it required patrons to download an app to access the catalog. Also whenever we made minor changes to the catalog the Boopsie app failed and had to be corrected. Using integrated ILL products eliminates this complication. Web hits over 15 million and over a million visitors in 2013. Next available copy rather than having to choose a specific volume that could be the one someone never returns

Sierra improves staff workflow

- Easy migration from Millennium to Sierra
- Personal logins allow staff to perform all tasks in a single session
- Open structure facilitates integration with other products
- New data structure improves searching for staff
- Improved access to holds and fines data
- SQL queries enable data mining not possible before

Example of the improved integration is the Encore eBook integration which we'll discuss later -- Improved search can search on just city or zip which we couldn't do before, better access to holds and fines data

College of Marin New Member

- Library director attending Board meetings
- Hiring new staff and restructuring delayed implementation
- Project to fully integrate will begin in late March
- Intend to begin using the system on **July 1, 2014.**

- Their collection is 82,777 titles and 94387 items. We estimate 92% will be unique to our collection.
- Their patrons – students, staff and faculty may also have a local public library card

Also had to add 5 new patron types.

Encore ES with eBook integration

The Flavia de Luce Series 4-Book Bundle *The Sweetness at the Bottom of the Pie, The Weed That Strings the Hangman's Bag, A Red Herring Without Mustard, I Am Half-Sick of Shadows* [electronic resource]
Bradley, Alan, Author.
EBOOK | 2013
see all
Not Available (0 of 1 copies available; 0 on hold)

Place Hold with 3M

Additional actions:

→ Front cover image
→ An eBook from 3M Cloud available to MARINet Library Card Holders

Deeply Odd An Odd Thomas Novel [electronic resource]
Koontz, Dean, Author.
EBOOK | 2013
see all
Not Available (0 of 1 copies available; 0 on hold)

Check in with 3M

Additional actions:

→ Front cover image
→ An eBook from 3M Cloud available to MARINet Library Card Holders

You've checked out this eBook - it's due on 3/5/14 12:03 PM

MARINet Discovery catalog has been changed to the Encore product

Deeply Odd An Odd Thomas Novel [electronic resource]
Koontz, Dean, Author.
EBOOK | 2013
see all
Not Available (0 of 1 copies available; 0 on hold)

→ Front cover image
→ An eBook from 3M Cloud available to MARINet Library Card Holders

✔ Your eBook has been checked out. Find your eBook in the 3M Cloud Library app.

Ok

3M Cloud Library

First-time users can download the 3M Cloud Library app and find additional setup instructions here:
<http://3m-ssd.implex.net/cloudapps>

MARINet Discovery catalog has been changed to the Encore product.

The Flavia de Luce Series 4-Book Bundle *The Sweetness at the Bottom of the Pie, The Weed That Strings the Hangman's Bag, A Red Herring Without Mustard, I Am Half-Sick of Shadows* [electronic resource]
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Ebook options growing



Overdrive Collection

- Includes Ebook, Audiobooks, and Video
- Compatible with Kindle devices
- Older interface is less user friendly
- Collection has 5165 ebooks, 1762 eAudiobooks, and 655 eVideos



Safari Collection

- Science and Technical Books
- View online through the web
- Titles replaced after two years so data stays current
- Collection has 6955 titles



3M Cloud Collection

- Includes Ebooks only
- Librarians have over 160,000 titles to choose from when building the collection. Lots of non-fiction
- Compatible with many devices but only some Kindles
- Very user friendly interface
- Collection has 5649 titles and is growing.



Enki Collection

- Libraries that share collection actually own the titles
- Collection has over 16000 titles now.
- Project developed by Califa a statewide library consortia
- Smaller publishers and independent authors
- Future plans include ability for member libraries to select and own collection only for MARINet libraries.



Combined collections better for patrons

- Collections open to all Marin residents so patrons are not blocked by their 'home library'.
- MARINet contributed \$50,000 to build the 3M collection; \$30,000 for the Overdrive collection
- Ebook collection is now larger than 6 MCFL branches and the Bookmobile collection. If it were a branch it would be the 5th largest branch in the system.

Encore Reporter is now Decision Center

- Reports are available about both circulation activity and the collection.
- New feature includes Collection Management reports to help with weeding and purchasing.
- Will also feature reports to help balance floating collections.
- MCFL can compare to Collection HQ and use the best one

Collection Management Reports

Collection Tools > Development

BUDGET

- Budget Projection by Fund
- Budget Projection by Collection
- Budget Projection by Subject

SELECTION

- Popular Authors
- Supply and Demand Buying
- Hold-to-Item Ratio Buying

Collection Tools > Balancing

COLLECTION USE

- Subject Use
- Subject Use By Location
- Collection Use
- Collection Use by Location

FLOATING MANAGEMENT

- Drought Remedy
- Pooling Remedy

SHELVING ALLOCATION

Help with weeding & expansion

Welcome, deb | [Admin Tools](#) | [Help](#) | [Sign out](#)

Collection Tools > Balancing > Subject Use By Location
1 Initial Filters 2 Output and additional filtering

PHYSICAL FORMAT Audio & Visual Formats • COLLECTION Juvenile Materials • CALL NUMBER RANGE All Call Number Ranges

Weed if Turnover Less Than

Expand if Turnover Greater Than

Minimum Number of Titles

Showing 1 to 19 of 19 entries EXPORT

#	Branch	Number of Titles	Number of Items	Checkouts Last 365 Days	Renewals Last 365 Days	Total Circs Last 365 Days	Turnover	Recommendation
1	Bel-Tib	1,369	1,635	11,787	1,068	12,855	7.86	
2	Bookmobile	312	320	1,213	145	1,358	4.24	
3	Larkspur	502	526	4,123	354	4,477	8.51	Expand
4	ma	852	948	3,318	287	3,605	3.8	
5	mb	471	492	1,906	313	2,219	4.51	
6	mc	1,957	2,554	13,590	659	14,249	5.58	
7	MCFL Tech Services	73	371	0	0	0	0	Weed
8	mf	1,438	1,866	18,503	1,389	19,892	10.66	Expand
9	mi	171	177	566	29	595	3.36	
10	mm	1,517	2,053	20,708	1,182	21,890	10.66	Expand
11	mn	2,150	3,420	33,386	2,394	35,780	10.46	Expand
12	mp	646	694	2,273	258	2,531	3.65	
13	Pickleweed	605	629	6,548	857	7,405	11.77	Expand
14	San Anselmo	600	627	6,520	480	7,000	11.16	Expand

What's next?

- Continued integration of ebook collections into the catalog and normal patron record.
 - Ebook holds to display in the patron record
 - We'd like checkouts to be included in the reading history
- Content Pro to incorporate digital collections in to the catalog. Pilot projects from California Room.
- Sierra everywhere web based for staff use on mobile devices
- Tweak Decision Center to maximize usefulness
 - Improve Call numbers by statistical category report
 - Edit report limits to get results needed by libraries
- New leadership at MARINet – new directions?

After a brief question and answer period, President Howard thanked Deb for her presentation.

(8) REPORTS OF COMMITTEE CHAIRS/OTHER LIAISONS -- NONE

(9) NEW BUSINESS

- a. Draft Budget Presentation – Sara Jones, Library Director reported that for the first time we will be doing a two year draft budget from 2014 to 2016. This year's draft budget is based on the Library's parcel tax being renewed this June otherwise; the second year's numbers will be different, if this doesn't pass. Andrew Yon, Administrative Services Manager gave a brief overview on the 2014/16 draft biennial budget. After a brief discussion, President Howard recommended approval of the draft biennial budget 2014/16 as it was presented to the Library Budget Committee and Commission by staff. Commissioner Kurzman moved, Commissioner Wallace seconded, and the commission voted unanimously to approve the proposed draft biennial budget FY2014/16 to the Board of Supervisors. Director Jones recommended that the Library Commission Budget Committee meet regularly with Andrew, to discuss the Library's budget on an ongoing basis.
- b. Commission Annual Report 2014/15 -- President Howard requested that since the Library is currently undergoing their Strategic Plan, the Commission leave this report as it was submitted last year with the exception of a few changes that were included on page 4/5 18. FY 2013-14 Accomplishments. Commissioner Schoen moved adoption of this item; Commissioner Fugazzotto seconded the motion, and all Commissioners voted unanimously to approve the Library Commission Annual Report for 2014/15 with the addition on page 7, under goal #5: Serve as advocate in all levels of government-local, state and national of initiative #4 Support New Tax Measure.

(10) OLD BUSINESS --

- a. Strategic Plan – Director Sara Jones distributed a copy the MCFL 2013 Accountability Report that was mailed out to the public. This document has a question, comment or concern tear off card for the public to give their input, and also invites everyone to attend a Community Planning Meeting on Tuesday, March 4 from 6:30-8:30 pm in the Marin Center's Manzanita Room. Deputy Director Bauer reported that our consultant OrangeBoy had created a survey tool for library cardholders, which was emailed out last Friday. As of this Monday, they had already received over 1,200 responses. The window for people taking the survey closes on Sunday, February 24. In addition to those who received the survey through the email, a survey will be made available to the Library's key stakeholders, including the Library Commission, BOS and their aides. There will be an online survey available through the Library's website.

- b. Managing for Results – Damon Hill, Library Services Manager reviewed the current FY2014-15/FY2015-16 Performance Plan for the Commission. After a brief discussion, Commissioner Schoen moved, Commissioner Wallace seconded, and the Commission voted unanimously to recommend approval of the Performance Plan FY2014-15/FY2015-16 to the Board of Supervisors.

(11) PRESIDENT’S REPORT FOR JANUARY

- a. President Howard announced that it would be a good idea to change the March Library Commission meeting in conjunction with the Community Planning Meeting to March 4 @ 6pm for 30 minutes, with the Community Planning meeting starting immediately following our meeting at 6:30.
M/S/C--Kurzman/Schoen – March meeting date changed from Wednesday 3/12 @ 7pm to Tuesday 3/4 @ 6pm in the Manzanita Room of the Marin Center approved as submitted.

(12) DIRECTOR OF COUNTY LIBRARY SERVICES REPORT FOR JANUARY

Director Jones reported on the following:

- ✓ We are making significant progress with all recruitments including: LI @ NOV; LTAII – 2 fulltime positions @ Tech Svcs; CLS/Spanish Svcs @ W. Marin. LBAI & II’s now incorporated into Library Branch Aide classification. We will start working on the following recruitments: Library Assistant I; MARINet Systems Administrator; LII/Adult Services in NOV.
- ✓ We’re off and running with this year’s One Book One Marin entitled “Farm City – The Education of an Urban Farmer” by Novella Carpenter. Sara encouraged all to attend the final program of the year on Wednesday, April 30 @ 7pm at Dominican.

(13) ANNOUNCEMENTS

- President Howard announced the upcoming CPLA 2014 Spring Workshop on Saturday, March 22 from 9am-1pm in the Castro Valley Public Library in Castro Valley, CA. Anyone interested is asked to contact Edna by Wednesday, February 26, and she will register you for this workshop.

8:40 p.m. M/S/C Wallace/Bradley Adjourn as the Library Commission

8:40 p.m. Convene as the Measure A Advisory Committee

(14) MEASURE “A” PROGRESS REPORT

Director Jones reported that we had gone to the Board of Supervisors on February 4 and presented a polling report which was very positive towards a renewal of the parcel tax in June. The BOS voted unanimously in support of this, with next step being to bring a Resolution to the 2/25 BOS mtg (Sara encouraged all Commissioners to attend this meeting to show support) for final approval for placement on the June, 2014 ballot.

8:50 p.m. M/S/C Wallace/Schoen - Adjourn as the Measure A Advisory Committee

8:50 p.m. M/S/C – Wallace/Bradley - Reconvene as Library Commission

(15) ADJOURNMENT – M/S/C Perlmutter/Bradley - Meeting adjourned @ 8:53 p.m.