

MARINet Board Meeting Agenda  
February 20, 2014  
Conference Room, Mill Valley Public Library  
Minutes

Present: Abbot Chambers, Anji Brenner; Debbie Mazzolini, Frances Gordon; Linda Kenton, Sara Houghton, Sara Jones, Gary Gorka, Deb Moehrke

Public Comment Period: No public present  
Introduction of any guests. No guests

Minutes from January 16, 2014 (SH/SJ ) and January 30, 2014 retreat approved with minor changes. (FG/LK)

### Old Business:

Extra hire staffing update. Moehrke reported that Jackie is working out really well but will soon reach limit of hours worked. County is recruiting for Library techs and MARINet will be able to draw from that list.

E-Book working group report Chambers reported meeting on 1/27 in Mill Valley. Covered statistics, group objectives, and governance (will have monthly meetings). Next meeting is scheduled for March 3rd in Mill Valley. The agenda for that meeting includes: proposing name change from MARINet Digital Downloads to something else, an Enki overview, an overview of what is popular to the MARINet population, collection development, shopping for ebooks, how to select without duplicating efforts, and bringing a proposal to Board re: hold limits.

Approve draft FY2014/2015 Moehrke gave overview of changes in budget: doesn't know exact rent for Marin Commons because doesn't know when move will take place, included 2-3% raise for salaries; Encore and Decision Center higher this year due to bringing in College of Marin, Link+ up a bit due to increase for materials and sorting; training budget increased to incorporate 2 training opportunities that would be essential to new personnel. Spending \$55K more this year than last year, but those costs absorbed with College of Marin. Draft budget approved (SJ/AB). Best guess is 2nd year increase by 3%

### New Business

Recap MARINet staffing plan from retreat: Executive committee revised description to include leadership and vision. Two possible long-term scenarios: 1) Reorienting System Administrator position to include leadership/visioning role 2) Creating new MARINet Executive Director position. Short-term plan is to open position up for internal recruitment with March 2014 interviews.

MARINet System Administrator job description revised description distributed. Board reviewed, discussed, and suggested minor changes.

Administrator interview process & questions: County needs approval from HR to go forward; job will promoted and posted for 10 days; Executive Committee will review applicants.

Interview would take place at March meeting and all Board members will ask a question. Board discussed and revised list of questions.

Brainstorming exercise:

What are the top 10 things we can/should do in the next 3 years that the public would like?

List of 13:

1. Improve digital presence; includes website, consider other options for a catalog. Experience should be more one step. Ultimately, people should be able to easily find what they need.
2. More consistency in loan rules, consider flexible loan periods and/or no fines.
3. Building depth/breadth of digital collections and ebooks.
4. Pushing vendors for uniform digital check-out.
5. Track complaints and convert “nos” to positive.
6. Better coordinate marketing for shared services and possibly a shared event calendar.
7. Ability to sign up for full-use library cards remotely and get card in mail or receive password/barcode.
8. Share/coordinate facilities/resources. For example, extend hours, so public can find a library open Sunday mornings.
9. Holds 24/7, could refer to lockers, vending machines, satellite locations.
10. R.F.I.D. Efficiencies for check-out, inventory, etc.
11. Responsiveness to compete with Amazon; patron interaction and being able to get materials more quickly/seamlessly.
12. Provide tools for patrons to be more successful. E.g. Library guides/tutorials to extend reach when not open, and allow patrons to be more independent.
13. Wi-Fi connectivity.

System Administrator’s report. Moehrke distributed report.

Topics for future agenda: how should MARINet office field questions? (delay to another meeting). Keep March agenda business to a minimum. Revisit brainstorming goals.

Announcements: San Rafael: stricter guidelines for library use starting on March 3rd; rolled out new website and logo yesterday; looking at bond measure on new building.; 4 vacancies: 3 library assistant positions; 1 20 hr Librarian at Pickleweed; MCFL: in strategic planning process, over 7,000 responses to survey; going for renewal of parcel tax for 9 years with CPI increase; Mill Valley: preparing to launch new seed lending library; Dominican: starting institutional repository (thesis, dissertations, faculty work); Library chosen for first phase of remodel on campus; remodeling lobby area to include possible social area/cafe; San Anselmo; Council approved putting parcel tax on June ballot; increase to \$54 and increase 3% COLA for 9 years. 2/28: A Journey to Chocolate Heaven: lecture and blind tasting. Sausalito: Board approved revised behavior guidelines; trying to make enforceable and address issues. Sausalito People series in March; John Kehoe from TCHO chocolate.

Meeting adjourned 12:02.