

MARIN COUNTY FREE LIBRARY COMMISSION



Gabriella Calicchio

Interim Director of County Library
Services

Library Commission

3501 Civic Center Drive
Suite 414
San Rafael, CA 94903
Phone: 415.473.3220
Fax: 415.473.3726
CRS Dial 711
www.marinlibrary.org

MARIN COUNTY FREE LIBRARY COMMISSION

Proposed Agenda

Wednesday, May 12, 2021

4:00 PM

Meeting will be held remotely

Please join the Library Commission meeting from your computer, smart phone or tablet.

Meeting ID: 965 3708 8968

Passcode: 048114

One tap mobile

+16699009128,,96537088968#,,,,*048114# US (San Jose)

+12532158782,,96537088968#,,,,*048114# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 965 3708 8968

Passcode: 048114

Find your local number: <https://zoom.us/j/abU0eV6JK>

	<u>ITEM</u>	<u>PRESENTER</u>	<u>STATUS</u>
4:00	1. Call to Order	Ream	Action
	2. Roll Call	Ream	Action

"Once you learn to read, you will be free forever." – Frederick Douglas



Late agenda material can be inspected in Library Administration, between the hours of 8:00 AM and 5:00 PM, Monday – Friday. Library Administration is located in Room 414, Marin County Civic Center, 3501 Civic Center Drive, San Rafael.

All County public meetings are conducted in accessible locations. If you require American Sign Language interpreters, assistive listening devices or other accommodations to participate in this meeting, these may be requested by calling (415) 473-3222 (Voice) or (415) 473-6172 (TTY) **at least** 72 hours in advance. Copies of documents used in this meeting are available in accessible formats upon written request.

	3. Approval of Agenda	Ream	Action
	4. Approval of April Minutes	Ream	Action
	5. Open Time for Public Expression		
	6. Reading & Correspondence File	Ream	Information
	7. Old Business	Ream	Information
	8. New Business	Ream	Information
	a. W. Marin Libraries	Little Taylor	Information
	/W. Marin Literacy		
	b. Learning Bus	Cruz	Information
	9. President's Report for May	Ream	Information
	10. Director's Report for May	Calicchio	Information
	11. Announcements	Ream	Information
5:30	12. Adjournment	Ream	Action

Numbered List of attachments:

- 4. Minutes for April 14, 2021
- 10. Library Director's Report for May

Unnumbered Attachments:

MARINet Board minutes of March 18, 2021, held at MCFL Tech Services, 1600 Los Gatos Dr., Suite 180, San Rafael CA

Marin County Free Library
3501 Civic Center Drive, Suite #414, San Rafael CA 94903
www.marinlibrary.org

Brown Act:

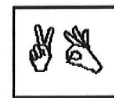
The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code §54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Co).

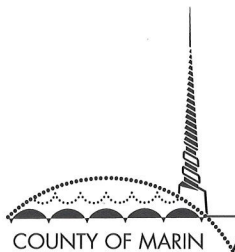
Meeting Locations

Bolinas Library	14 Wharf Road, Bolinas, CA 94924
Civic Center Library	3501 Civic Center Drive, Ste. #427, San Rafael, CA 94903
Corte Madera Library	707 Meadowsweet Drive, Corte Madera, CA 94925
Fairfax Library	2097 Sir Francis Drake Blvd., Fairfax, CA 94930
Inverness Library	15 Park Avenue, Inverness, CA 94937
Marin City Library	164 Donahue Street, Marin City, CA 94965
Novato Library	1720 Novato Blvd., Novato, CA 94947
Point Reyes Station Library	11431 State Route One, Point Reyes Station, CA 94956
South Novato Library	931 C Street, Novato, CA 94949
Stinson Beach Library	3521 Shoreline Highway, Stinson Beach, CA 94970



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MARIN COUNTY FREE LIBRARY COMMISSION



MARIN COUNTY FREE LIBRARY

Virtual Meeting

--PROPOSED MINUTES--

Wednesday, April 14, 2021

Gabriella Calicchio

Interim Director of County Library
Services

Library Commission

3501 Civic Center Drive
Suite 414
San Rafael, CA 94903
Phone: 415.473.3220
Fax: 415.473.3726
CRS Dial 711
www.marinlibrary.org

- (1) **CALL TO ORDER**
Meeting called to order at 4:03 PM

- (2) **ROLL CALL**
Present

John MacLeod
Linda Ward
Loretta Farley
Ali Iqbal

Sue Ream
Barbara Schoen
Nick Javaras

Ann Kaplan
Margaret Kathrein
Sally Hauser

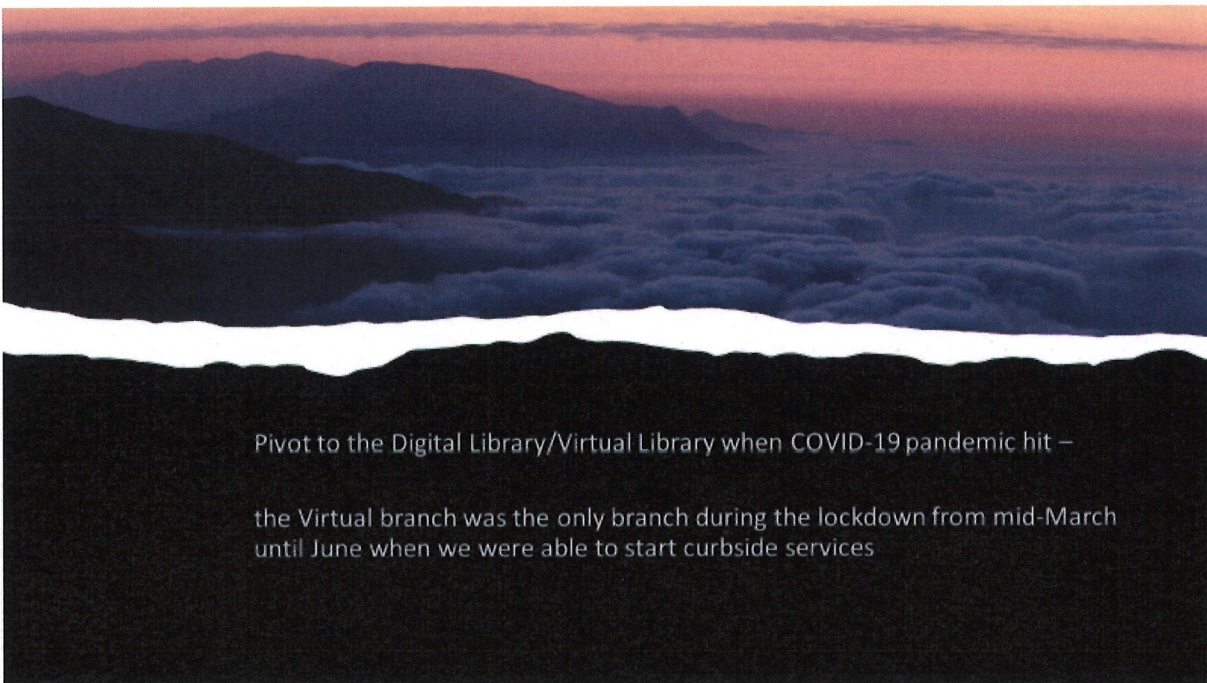
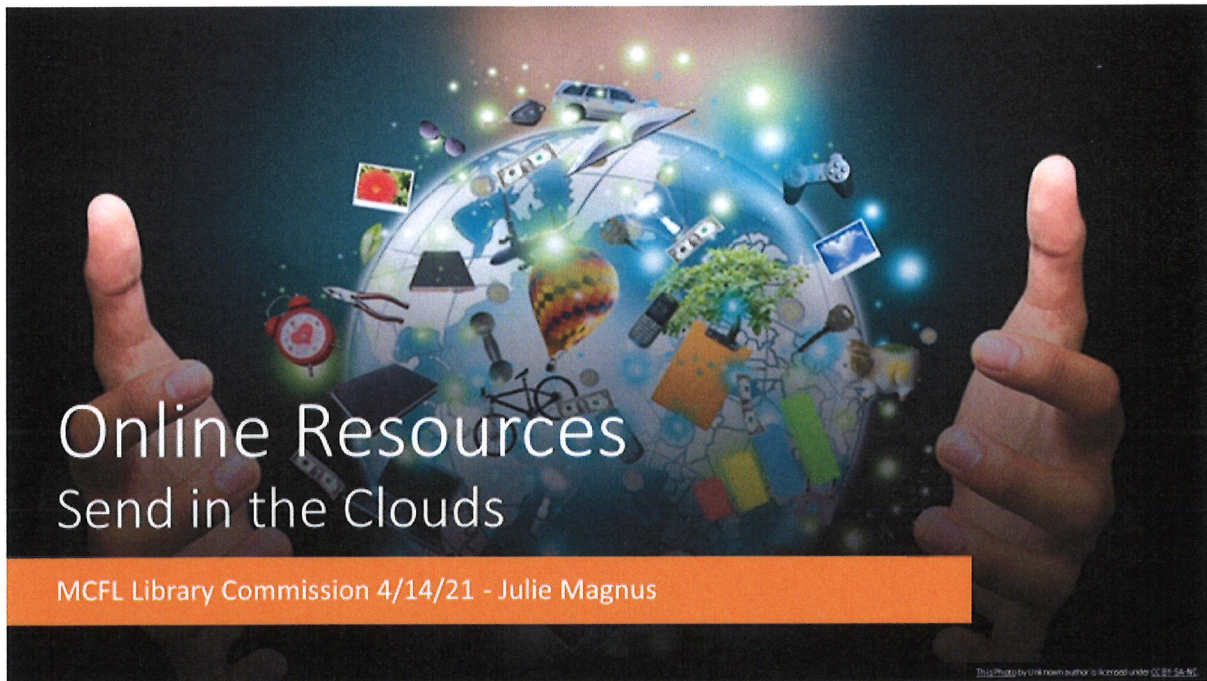
Absent
Anya Schandler

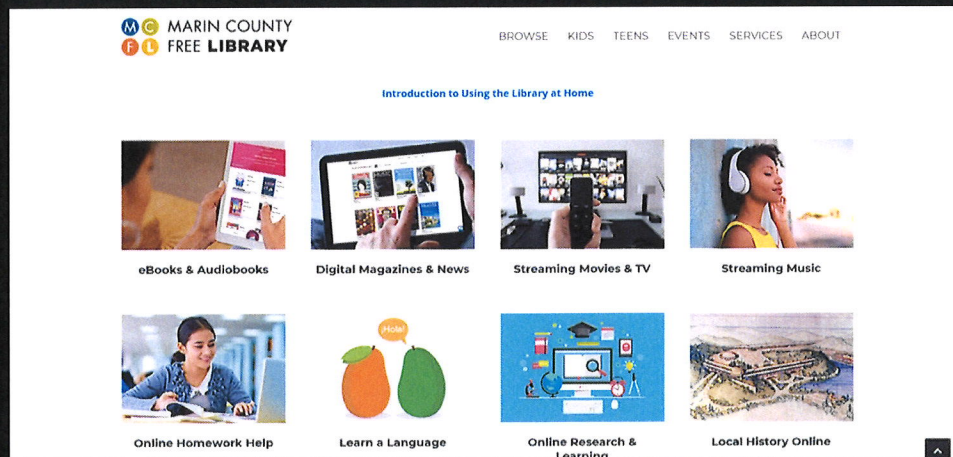
Also Present

Gabriella Calicchio, Interim Director of County Library Services
Chantel Walker, Assistant Director of County Library Services
Raemona Little Taylor, Deputy Director of County Library Services
Eva Patterson, Sr. Librarian-Branch Manager
Laurie Thompson, Librarian II-CRM Retiree
Carol Acquaviva, Librarian I/Digital Archivist-CRM
Julie Magnus, Sr. Librarian
Neil Vickers, Community Library Specialist
Jesse Lumb, Mobile Library Assistant
Kathy Guruwaya, Administrative Assistant II
Bill Hale, Member of the public

- (3) **MOTION TO MOVE PRESIDENT'S REPORT FORWARD M/S/C –**
Schoen/Javaras
- (4) **ADOPTION OF AGENDA M/S/C – Schone/Javaras – Agenda approved as**
submitted.
- (5) **ADOPTION OF MINUTES M/S/C – Hauser/Schoen – Minutes approved as**
submitted.
- (6) **OPEN TIME FOR PUBLIC EXPRESSION – No comments were made.**
- (7) **READING & CORRESPONDENCE FILE – Materials were sent to the Library**
Commission prior to the meeting.

- (8) OLD BUSINESS
- a. Library Commission Vacancy Update: Chantel Walker reported that at the last Board of Supervisors Meeting in April, youth Library Commissioners were targeted to be paid and be picked by early summer.
- (9) NEW BUSINESS
- a. Online Services and Digital Tools with Julie Magnus





Reframed website to highlight “Library at Home”

3

Enjoy the Library From Home

- EBooks & eAudiobooks
- Digital Magazines & News
- Streaming Movies & TV
- Streaming Music
- Online Homework Help
- Learn a Language
- Online Research & Learning
- Local History Online & Genealogy
- JobNow & VetNow Help

Enjoy the Library From Home

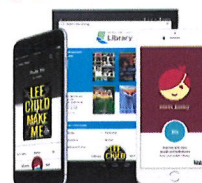
APRIL 15, 2020 LIBRARY STAFF ADULTS, E-LIBRARY, FEATURED, HIGHLIGHTS, HOW TO, KIDS, ONLINE RESOURCES, TEENS

We have a large and growing collection of digital materials and online services that you can access from the comfort of your own home – from eBooks and audiobooks, to digital magazines and news, as well as streaming movies and TV, and online learning services – all free with your library card!



MARIN COUNTY FREE LIBRARY

BROWSE KIDS TEENS



Hoopla services. You'll find OverDrive titles in our [library catalog](#), or you can browse the [OverDrive website](#) to see what's available or put titles on hold. You can also check out the [Available Now](#) page. Borrowed eBooks and audiobooks can be enjoyed immediately in your web browser or can be downloaded to the free [Libby app](#) for mobile devices. [Get started with OverDrive](#).

Hoopla offers eBooks, audiobooks and comics, though it is particularly popular with our audiobook patrons. Hoopla titles are not listed in our catalog, but you can find them on our [Hoopla](#)

[Digital website](#). The great thing about Hoopla is that everything is always available, so there's no waiting! Monthly limits do apply. Stream titles instantly on your browser or using the free Hoopla app. [Get started with Hoopla](#).

4

Resources

MCFL

- HelpNow! Homework Help
- LinkedIn Learning for Library (formerly Lynda.com)
- Kanopy
- Hoopla
- Consumer Reports on Flipster
- Anne T. Kent California Room Digital Collection
- Reference USA

MARINet

- OverDrive/Libby - now includes OverDrive Magazines
- Enki
- Mango Languages
- O'Reilly Learning
- Access World News
- Ancestry.com Library edition
- California Digital Newspaper Collection
- Marin IJ (Newsbank)
- The New York Times
- ProQuest Newsstand
- San Francisco Chronicle (Newsbank)
- San Francisco Community Coverage (Newsbank)
- The Wall Street Journal
- Discover & Go

California State Library

- Britannica School edition
- Britannica Escolar
- ProQuest CultureGrams
- ProQuest Academic
- ProQuest Reference eLibrary
- School & Educators Complete (eBooks)
- ProQuest SIRS Discoverer
- ProQuest SIRS Issue Researcher
- TeachingBooks.net Book Connections
- Brainfuse JobNow
- Brainfuse VetNow

5

Digital Environment - Navigation

Many resources, many choices, limited awareness of some options

Different types of resources: downloads, streaming, collections, interactive, research, learning

Challenge: digital know-how, access to connectivity/devices

Challenge: how to connect users to right resource at the right time?

6

Website –
focus on
tools to
connect

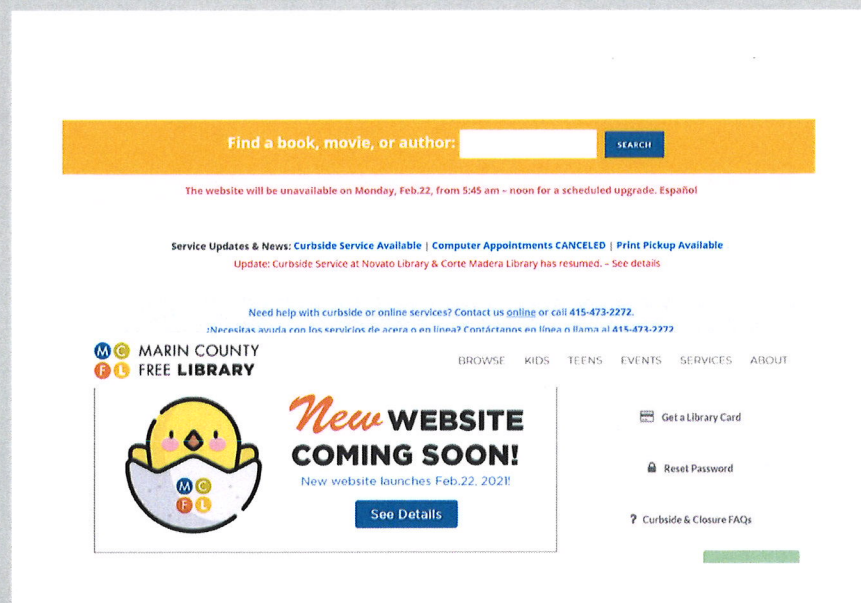
Design that aids browsing

Highlighting lists and
pointing to titles of interest

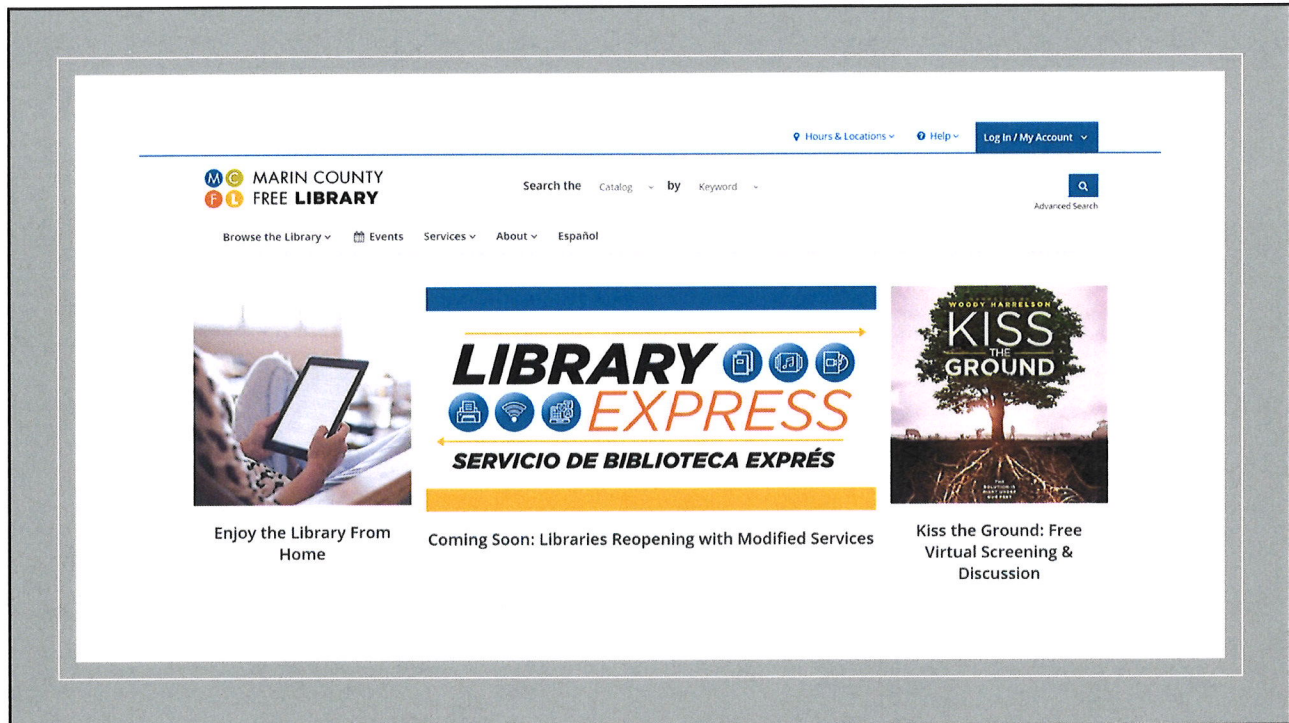
Give point-of-need tools for
help, tips

7

Redesign and
launch of
new website



8




9



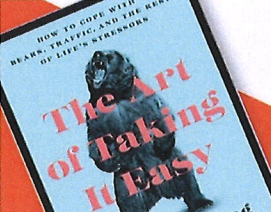
10

eBOOKS


FEATURED



Browse Available Now on OverDrive



Check Out the Big Library Read through April 19, 2021



Returning OverDrive Materials Early

11

BROWSE

OverDrive eBooks


OverDrive Audiobooks

Hoopla eBooks

Hoopla Comics

Hoopla Audiobooks

GETTING STARTED WITH EBOOKS




To access OverDrive & Hoopla eBook services, you will need your library card number and password (PIN). Access to our OverDrive service is only available to patrons who live in Marin County.
Note: Not all libraries in Marin offer Hoopla. Access depends on your residence address. [Learn more.](#)

OverDrive

eBooks & eAudiobooks

Visit OverDrive



Get the Libby app for OverDrive

Need help? Visit [OverDrive Help](#) for information and troubleshooting.

hoopla

eBooks, eAudiobooks & Comics

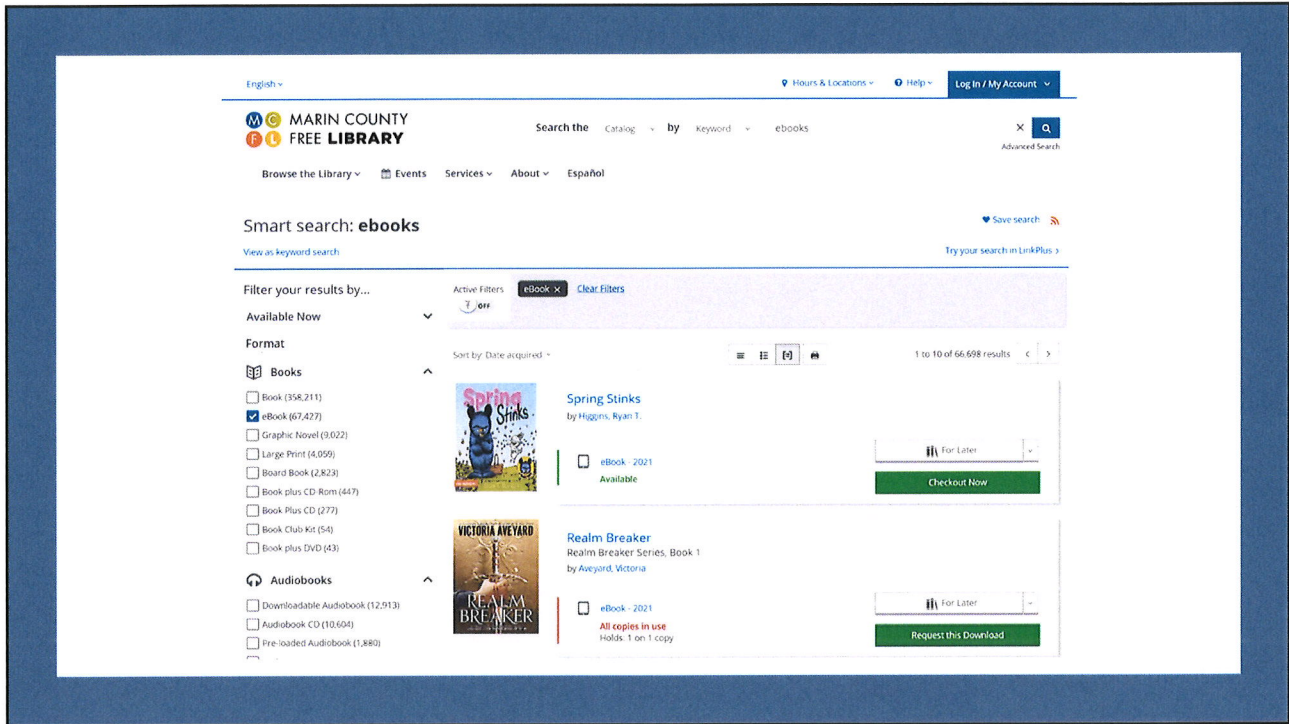
Visit Hoopla

Need help? Visit [Hoopla Help](#) for information and troubleshooting.

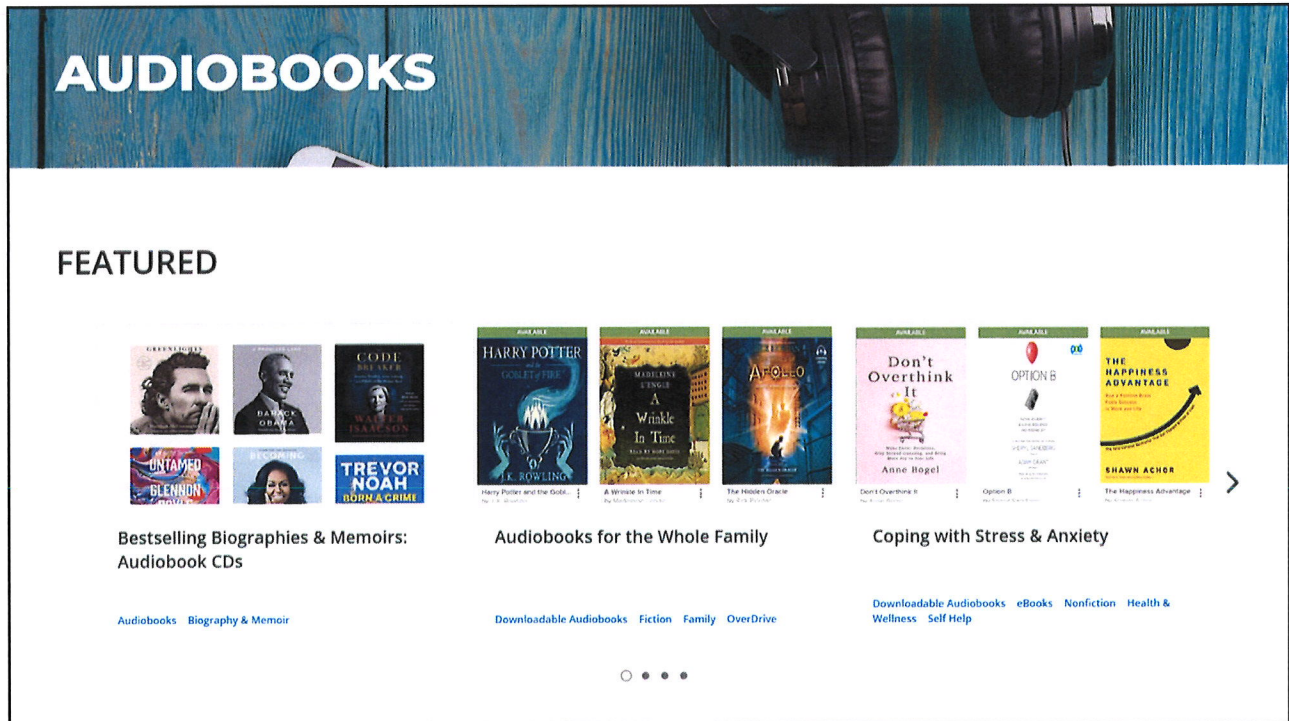
- No waitlists.
- Check out up to 8 items a month.
- Most Audiobooks, eBooks & Comics check out for 21 days.
- Items are listed on Hoopla, but not in the library catalog.
- Supported devices include iOS devices, Android devices and Amazon Fire tablets.

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6



13



14

Need help?
We're here to help online or by phone at 415-473-2272 (Mon-Fri 9-6, Sat 9-3, Sun 1-4).

Ask Us

eBook & Audiobook Updates & Tips >

Returning OverDrive Materials Early
It's easy to return titles early. Find out how.

Enjoy the Library From Home
Get an introduction to digital materials and online services that you can access from the comfort of your own home.

eBooks & Streaming FAQs

[How do I get a library card?](#)

[How do I get a new PIN/password?](#)

[Why can't I access some of the online services?](#)

[Can I get access to free eBooks from the Library?](#)

[How many eBooks & eAudiobooks can I check out?](#)

[Should I download or stream eBooks?](#)

[View more >](#)

15

MAGAZINES & NEWSPAPERS

To access digital magazines and newspapers, you will need your library card number and password (PIN). Access is only available to patrons who live in Marin County. Some services have further restrictions. Learn more.

DIGITAL MAGAZINES

OverDrive Magazines

Read a wide variety of popular magazines online. Free with your library card.

[Visit OverDrive](#)

Note: OverDrive's Flipster app is available for iOS and Android.

- Not magazine checkout limits. Browse as many as you like.
- No waitlists. Everything is instantly available.
- Magazines check out for a week and can be renewed.
- Easy access through the library app for OverDrive Get This! (iOS) and the library website.
- Also available to read in your browser on the OverDrive website.

Need help? Visit OverDrive help for information and troubleshooting.

Consumer Reports

Read the digital version of Consumer Reports magazine on Flipster.

[Visit Flipster](#)

- Articles: Issues of Consumer Reports from 2014 to the current issue.
- Read online through a browser or download to an app to read offline.
- Search your app store for the free Flipster app, available for iOS and Android.

Tip: To save back issues, click on the current magazine cover, and then click on "All Issues" in the menu on the right. You can also search within one issue in all issues and browse all the covers.

Note: Not all for print in Marin County Consumer Reports. Access depends on your residential address. Learn more.

DIGITAL NEWSPAPERS

New York Times Online

Access the New York Times online for free.

[Visit NYTimes.com](#)

- Get remote access to access NYTimes.com from home or from your device.
- Provides you unlimited access for a 24-hour period and you can use them as many times as you like!

First-time users: Visit our NYTimes access page to learn how to get started with remote access.

Wall Street Journal

Access the Wall Street Journal online for free.

[Visit WSJ](#)

- Unlimited access for 3 days. After that, return here to click through to get access again for another 3 days.

Note: You will need to create a free WSJ account or sign-in to an existing account. Follow the prompts.

San Francisco Chronicle

Free access to the San Francisco Chronicle.

[Visit SF Chronicle](#)

- Select the image format to browse the newspaper as it appears in print from 2017 to the current day.
- Free article access is available from 1983 to the current day, and web edition articles are available from 2016 to the current day.

Marin Independent Journal

Free access to the Marin Independent Journal.

[Visit Marin IJ](#)

- Select the image format to browse the newspaper as it appears in print from December 24, 2017 to the current day.
- Free article access is available from 2003 to the current day.

San Francisco Community Coverage


Explore news and events from across the Bay Area.

[Visit NewsBank](#)


Search for articles in current and archived issues of over 100 titles, including: the Oakland Tribune, San Jose Mercury News, M-F Valley Herald, Herald-Examiner, Redding Reporter, SF Weekly, San Rafael News-Press, Sausalito Marin Times, and the Twin Cities Times.

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GETTING STARTED WITH STREAMING MOVIES



To access Kanopy & Hoopla streaming services, you will need your library card number and password (PIN).
Note: Not all libraries in Marin offer Kanopy and Hoopla. Some offer access through a different link. Access depends on your residence address. [Learn more.](#)




Streaming Movies & TV

Visit Kanopy

Need help? Visit [Kanopy Help](#) for information and troubleshooting.

- No waitlists. Instantly available!
- Check out up to 8 items a month, plus unlimited plays of Kanopy Kids & Great Courses
- Films check out for 3 days
- Mobile apps for iOS devices, Android devices and Amazon Fire tablets
- TV Apps for Roku, Chromecast, AppleTV and more



Streaming Movies & TV

Visit Hoopla

Need help? Visit [Hoopla Help](#) for information and troubleshooting.

- No waitlists.
- Check out up to 8 items a month
- Most films check out for 3 days
- Supported devices include iOS devices, Android devices and Amazon Fire tablets, as well as
- Support for Roku, AppleTV, Fire TV, Android TV and some Chromecast

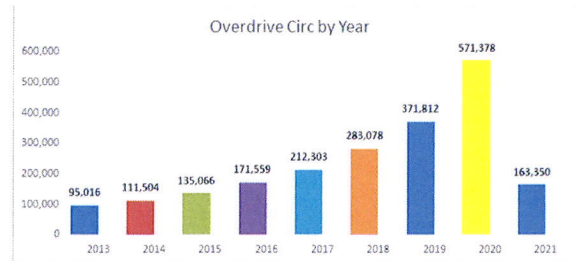
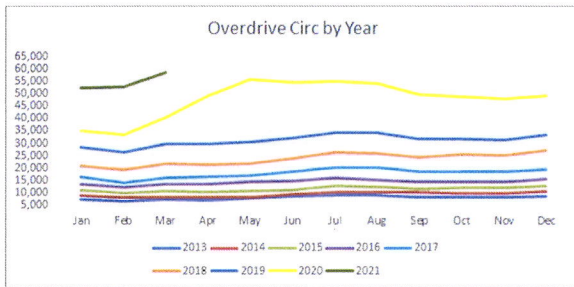
17



Navigate - from database to collection

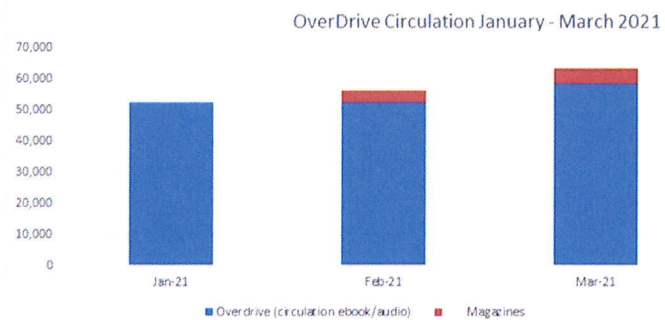
18

Statistics & Use Patterns



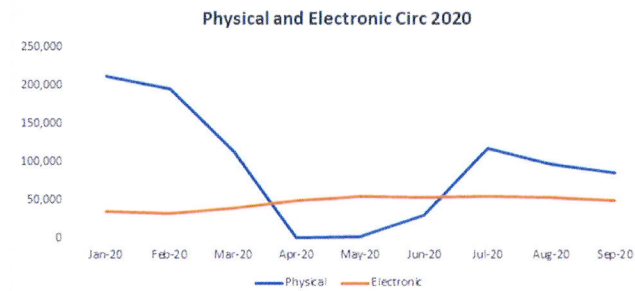
19

Statistics & Use Patterns



20

Statistics & Use Patterns



21

Digital & Physical Collections

Physical collections:

Normally 5-10 % of collection checked out

According to MARINet:

March 16, 2020:

122k items out, of a total of 1.1 million, so just over 10%

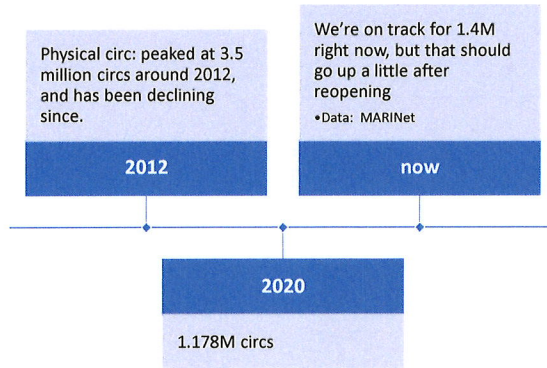
Digital collections:

When our shared OverDrive was new, we saw that 55% of items were out at any one time; currently closer to 33%

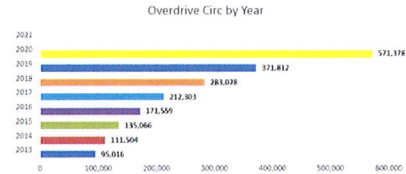
Context: E-books are newer, the collection tends to be more best sellers than deep titles, so high checkout rates started out way higher

22

Digital and Physical Collections - evolution

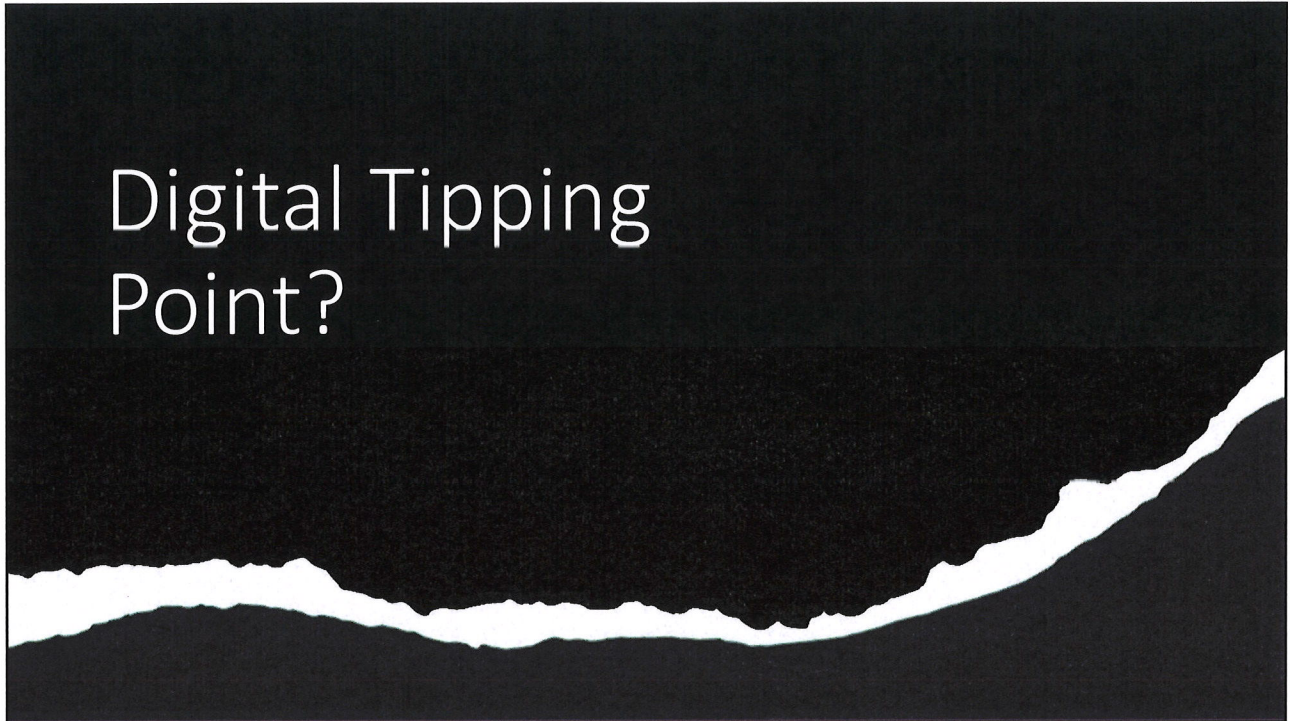


- Mid-March – June, 2020, Overdrive (and Kanopy/Hoopla/etc.) were **100% of circ.**
- But even now with curbside running around 50% of normal circ, the **ebooks are still running 40 to 45% of total checkouts**
- For years e-circ approached that of a large library (around 10k monthly)
- It blew past everyone in 2020, **above 50k monthly now every month.** If we keep spending enough money, it should stay at 55k to 60k this next year, no matter what physical circ does = E-circs should be **600k to 700k this year**



23

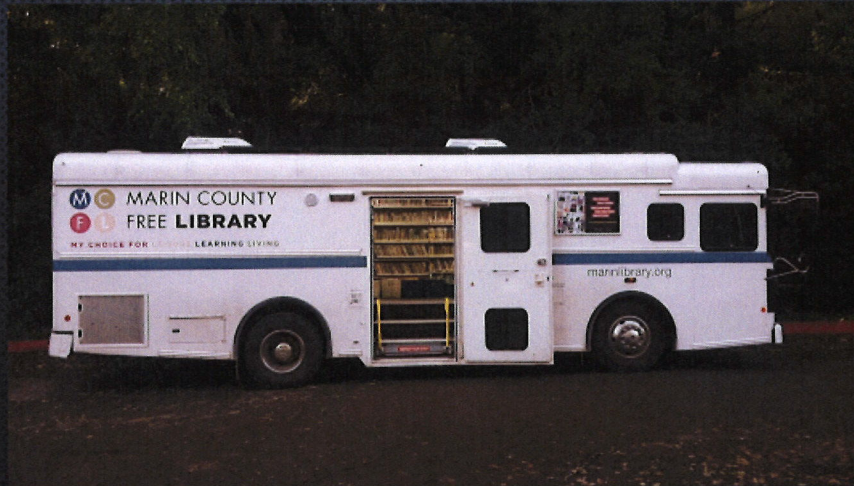
Digital Tipping Point?



24

b. The Bookmobile with Neil Vickers and Jesse Lumb

MOBILE LIBRARY SERVICES AKA THE BOOKMOBILE!



WHO WE SERVE- ALL 5 DISTRICTS OF MARIN

INCLUDING DILLON BEACH & TOMALES, CA.
21 MILES (36 MIN) FROM NEAREST LIBRARY- POINT REYES

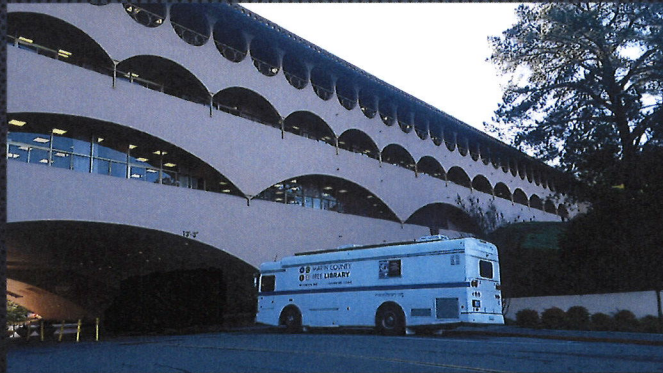


Dillon Beach



Tomales

HOME BASE- CIVIC CENTER

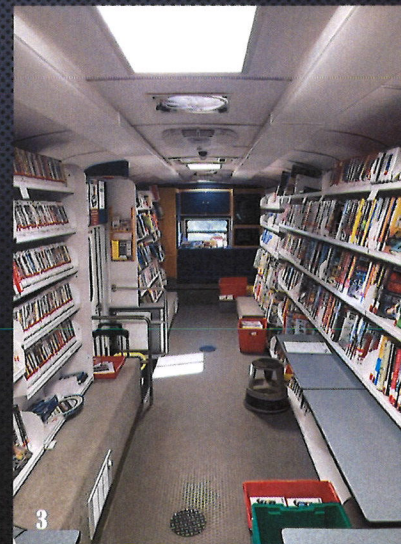
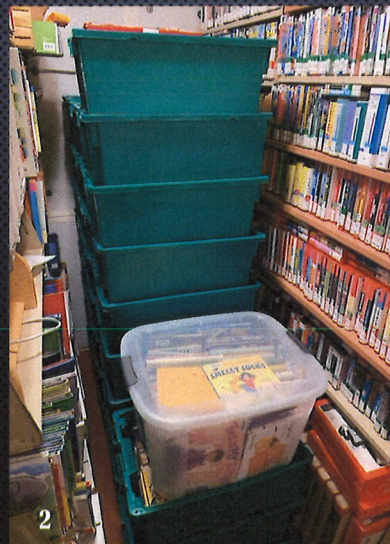


- EXTENSION OF ALL MCFL LIBRARIES
- WORK ESPECIALLY CLOSE WITH & RELY ON CIVIC CENTER LIBRARY & STAFF FOR LAST-MINUTE REQUESTS AND ASSISTANCE.
- THANK YOU CCE!

3

COLLECTION LOCATIONS-

1. UPSTAIRS OFFICE
2. DOWNSTAIRS STORAGE (IN FIRST/SOUTH ARCH OF CIVIC CENTER)
3. BOOKMOBILE

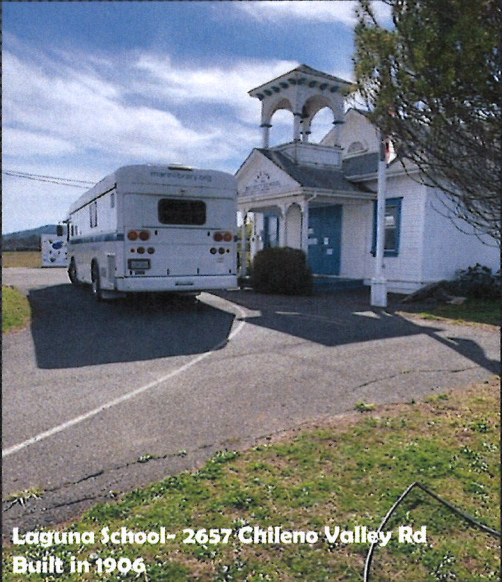


4

WEST MARIN'S ONLY REMAINING ONE-ROOM SCHOOLHOUSES STILL IN OPERATION



Lincoln School- 1300 Hicks Valley Rd
Since 1872- The oldest continuously operating Schoolhouse in California



Laguna School- 2657 Chileno Valley Rd
Built in 1906

5

MARIN COUNTY
FREE LIBRARY
MY CHOICE FOR LEISURE LEARNING LIVING



Bookmobile Schedule • March 2020 • 415.473.7544 • marinlibrary.org

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6
10:00-11:30 Old Gallinas 1:30-2:15 FSACC 3:15 Parrow House 4:00 North Bay Children's Center	11:15-11:45 Aegis Corte Madera 1-2 Redwoods 2:15-3:30 Tam Valley Jean and Linda Way	10:15-10:45 Lincoln School 11-11:45 Laguna School 1:15-2:15 Dillon Beach General Store 2:30-3:30 Tomales	10:00-12:30 Farmer's Market 2:30-3:30 Lucas Valley	In Office
9	10	11	12	13
11:15-11:45 Atria 12:30-1 Los Robles 1:10-1:40 Entrada Way 2:10-2:40 Deer Park 3-4 Bel Marin Keys	10-11 Head Start Hamilton Children's Ctr. 11:15-11:45 Las Palmas 1-2 North Marin Community Services 3-4 Rotary Valley	10:15-10:45 Lincoln School 11-11:45 Laguna School West Marin Ranches	10:12-30 Farmer's Market 2:30-3:30 Marinwood Community Center 775 Miller Creek Rd	In Office
16	17	18	19	20
10:00-11:30 Old Gallinas 1:30-2:15 FSACC 3:15 Parrow House 4:00 North Bay Children's Center	11:15-11:45 Aegis Corte Madera 1-2 Redwoods 2:15-3:30 Tam Valley Jean and Linda Way	10:15-10:45 Lincoln School No Laguna- Spring Break 1:15-2:15 Dillon Beach General Store 2:30-3:30 Tomales	10:00-12:30 Farmer's Market 2:30-3:30 Lucas Valley	In Office
23	24	25	26	27
11:15-11:45 Atria 12:30-1 Los Robles 1:10-1:40 Entrada Way 2:10-2:40 Deer Park 3-4 Bel Marin Keys	10-11 Head Start Hamilton Children's Ctr. 11:15-11:45 Las Palmas 1-2 North Marin Community Services 3-4 Rotary Valley	10:15-10:45 Lincoln School 11-11:45 Laguna School West Marin Ranches	10:12-30 Farmer's Market 2:30-3:30 Marinwood Community Center 775 Miller Creek Rd	In Office
30	31			
In Office	In Office			

Bookmobile Curbside Services



6

STORY TIME WITH JESSE



7

SHUTDOWN SILVER LININGS



- THE AMAZING BOOK-LESS BOOKMOBILE
- 5-6 THOUSAND POUNDS OF BOOKS & MATERIALS OFF-LOADED
- MAJOR CLEANING & OVERHAUL

8

CLASS B COMMERCIAL DRIVER'S LICENSE



- NEARLY 2 HOUR DRIVING TEST (INCLUDES PARALLEL PARKING!)

9



SUCCESS!!!
OCTOBER 27TH, 2020

10

MARIN CENTER FOR NORTH BAY FIRE EVACUEES





Photo: Pacific Sun article, "Generous Spirit" 10/25/2017


11

DSW- DISASTER SERVICE WORKER/BRANCH SUPPORT

- JESSE- SOUTH NOVATO POP-UP FOR CHILDREN OF HEALTHCARE WORKERS
- NEIL- SAN RAFAEL HOTELS FOR HOMELESS
- BOTH- LEARNING HUB AT CIVIC CENTER FOR COUNTY EMPLOYEES AND THEIR CHILDREN



Wi-Fi & Charging Station, Marin City- 8/06/2020



Bookmobile & Learning Bus- Mobile Outreach Alliance- Point Reyes, 6/16/2020
L-R: Maribel Giron, Alejandra Cruz, Neil Vickers, Jesse Lumb

12

BRANCH SUPPORT:

With Fearless Leader
Northgate Pop-Up 11/29/2020



Photo Credit: Bonny White

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DISASTER SERVICE WORK- (DSW)



Marin Vaccination Center 3/15/2021

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BOLINAS OUTREACH: DRIVING THE LEARNING BUS!

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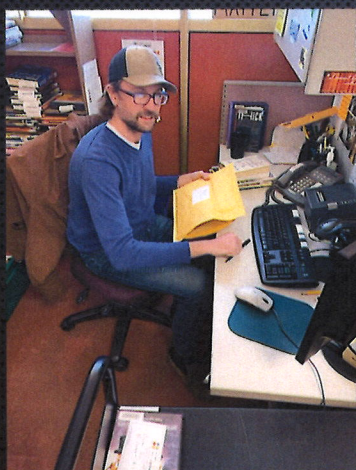
Vaccination Support Services
Bolinas Fire Station, March 19th 2021

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MOVING FORWARD

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- Resuming Full Services (Eventual On-Board Browsing)
 - Equity/Social Justice Shelf For All Ages
- Kids programming and Summer Reading Challenge
 - Library Beyond Walls
 - Replacement Vehicle



Jesse Mailing A Library Beyond Walls Book



The Bookmobile Returns To A Site After A Long Absence- April 8th, 2021

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THANKS FOR WATCHING!



After a brief question and answer period, President Ream thanked Julie, Neil, and Jesse for their reports.

(10) PRESIDENT'S REPORT FOR MARCH – Sue read a commendation for retiring Librarian Laurie Thompson.

After almost 20 years with MCFL, Laurie Thompson is retiring! Laurie came into a very disorganized Anne T. Kent California Room and organized it into one of the best local history collections in the state. She is responsible for digitizing many of the Marin County history documents and making them available online for those doing local research.

Significant special collections she has added include: the history of San Quentin State Prison; Frank Lloyd Wright & the Marin County Civic Center; the California Motion Picture Corporation; the Kent Family and the history of Kentfield; Marin's Mountain Play; Marin County Fair Archive; and an extensive Unrecorded Marin County Map & Survey archive, 1849-1988. She designed and opened the California Room Map Annex to host the survey maps and other collections.

She partnered with the Marin County Fair to provide exhibits on county history for fairgoers; worked with the Civic Center Building Conservancy on programs for the 50th Anniversary of the Civic Center Building; provided local history experts for the County of Marin's Information Session on Sir Francis Drake Boulevard; interviewed and recorded oral histories from local figures; and provides many well-attended history programs.

Laurie was named the inaugural Marin Historian of the Year in 2018.

Laurie will be missed, not only for her local history expertise, but for her unselfish contributions to CCE, MCFL, and The County of Marin. Her last day of work is Friday, March 26. Her official retirement date is April 30.

(11) DIRECTOR'S REPORT FOR MARCH

Interim Director Calicchio reported on the following:

- Budget Hearings: the hearings went smoothly and the Library's in good shape.
- New Director Search: HR is looking at a placement in August, much further out than was originally projected.
- The Marin County Fair: there will be a Library area which will include book giveaways, various health partners and Health and Human Services will be participating, and other fun activities are planned.
- Library Branches Reopening: Raemona Little Taylor reported on the branch reopenings, which will begin on Monday, April 19.

(12) ANNOUNCEMENTS

The next meeting will be on May 12 at 4:00 PM.

Commissioner Schoen spoke about a children's literacy program she saw in Palm Desert called the 'Cover to Cover Club', which offers kids a free In-N-Out burger when they complete 5 books.

(13) ADJOURNMENT – M/S Javaras/Kaplan – Meeting adjourned at 5:22 PM.



**Marin County Free Library Commission Report
Gabriella Calicchio, Director of County Library Services**

April 2021 Activities

*(Operating Framework Designed to Meet the Requirements of the
Shelter-In-Place Orders at the County and State Levels)*

OUR MISSION:

Provide welcoming, equitable, and inclusive opportunities for all to connect, learn and explore.

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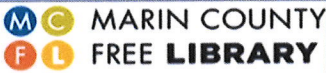

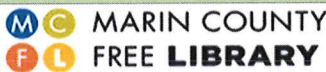
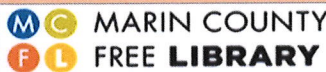
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- b. Teen Services
- c. Adult Services
- d. Collection Development and Management (Digital and Physical)
- e. Educational Equity
- f. Specialized COVID Responses
 - i. Communications and Website Enhancements
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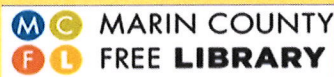
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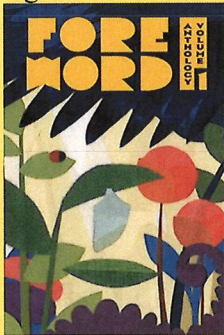
Library Activities and Our Equity Focus

<p> MARIN COUNTY FREE LIBRARY</p> <p>Children's Services During the Shelter in Place</p>  <p>Little Learner kit</p>	<ul style="list-style-type: none"> • Summer reading giveaway books have been ordered. This year's giveaways include a partnership with First 5 Marin to fill their back-to-school backpacks with bilingual books to distribute to children age 0-5. • The Makerspace has designed a variety of Craft Kits and is assembling the materials for branches that wish to offer them as part of the Summer Challenge. • Plans and reproducible printed materials for Little Learner kits, developed by Learning Bus staff, are being made available to branches as giveaways for summer. These kits support early childhood education and increase parental understanding and engagement with kindergarten readiness skills. With topics such as "Slime & Bubbles," "Lacing and Sewing," and "Playdough Exploration," they're also colorful and fun! • Children's Services Team discussed adding Large Type children's fiction to the collection as a way to serve young readers with vision and learning disabilities. Library Selectors are placing orders for all branches.
<p> MARIN COUNTY FREE LIBRARY</p> <p>Teen Services During the Shelter in Place</p>	<ul style="list-style-type: none"> • TSC is completing communications for the Summer Challenge: a ½ page program flyer, text for a Savanna email to teens, and text for the website. Everything will be translated into Spanish. This was designed by the Marketing Team. • We are working on craft kits for Summer: supply purchase, assembly, video tutorial, and distribution. • Giveaway books have been purchased and distributed to branches. • Work on Mission Board for Mission-Based Programming continues as we decide milestones, objectives, and strategies.
<p> MARIN COUNTY FREE LIBRARY</p> <p>Adult Services During the Shelter in Place</p>	<ul style="list-style-type: none"> • The Adult Services Committee launched our Personalized Picks service in April! It's an individual recommendation service to help patrons discover new books and movies, selected to match their reading and viewing preferences. Patrons fill out an online form https://marinlibrary.org/personalized-picks or call the reference line at 415-473-2272 (Mon-Fri 9-6, Sat 9-3, Sun 1-4). Within five days, they'll receive an email with a list of 4-6 suggestions from the librarians who staff the reference line. Titles can also be placed on hold for curbside pick-up. • The Adult Services Committee is reviewing its Mission Statement to make sure it reflects MCFL's commitment to Diversity, Equity, and Inclusion and will use that as a blueprint for Mission-Based Programming.

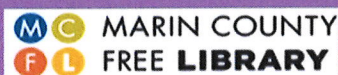
- MCFL hosted Pulitzer Prize-winning author Viet Thanh Nguyen via Zoom on April 30. Viet Thanh Nguyen's novel *The Sympathizer* won the Pulitzer Prize for Fiction and numerous other awards. His most recent publication is the sequel to *The Sympathizer*, *The Committed*.
- Talk with a Librarian line staff successfully navigated the opening of Library Express, the limited in-library services that began at some locations on April 19. Kudos to the group for explaining differing service levels to patrons and keeping track of the changes as they come.



Collection Development and Management During the Shelter in Place

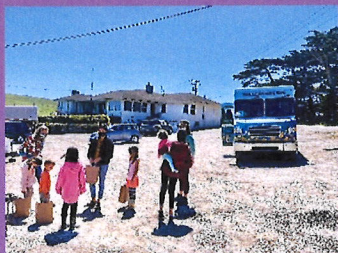


- The Library Selectors Team pivoted to re-start our Lucky Day collection this month with new orders in support of the launch of Library Express with in-person browsing! During the pandemic, we had shifted the Lucky Day collection resources to supplying more copies of bestsellers to fill the lengthy hold lists. This effort also included reaching out to MARINet to adjust loan rules and make sure everything worked.
- In a huge collaborative effort, Tec Services, Tech Support, and the Marketing teams completed the first Tech Connect Packs, made up of individual Chromebooks (laptops based on Google Chrome) and WiFi Hotspots for check-out in the branches, so our patrons have more options to digitally connect.
- We also saw another first: in a collaboration with our Novato Teen Librarian, the eServices team, and our Metadata librarian, we were able to upload an amazing anthology to Overdrive. We learned about the process of helping indie authors and creators share their work in our library's e-catalog, translating the physical copy into a digital version, including all the bibliographic information needed to index the title in our library's OverDrive/Libby collection, and making it available to our patrons. "[Foreword](#)" is a collection of artwork and comic stories from people of color from the animation industry and Pixar Story Palette. The book carries a message of hope and diversity: that anyone, no matter who they are or where they come from, can be an artist, a storyteller, a creative.



Educational Equity

During the Shelter in Place



- With financial support from the Friends of the Sausalito Library, MCFL worked with the Sausalito Library, to purchase just under \$10,000 worth of books for the Willow Creek Academy school library.
- Nancy Johnson James, poet, educator, activist, and children's book author joined the community to read her book, "Brown: The Many Shades of Love." Each child in the TK and K classes at Bayside MLK received a copy of the book.
- The Marin City Branch Team attended the Community School Parent-Student Alliance get-together at Rocky Graham Park on Saturday, April 17. They gave away kids' books for all age groups.
- "El Día del Niño/Day of the Child" is a celebration of children's life, observed by many Latin American countries on the 30th of April. This very special day is also referred to as "Día de Los Libros/Day of Books" and it is celebrated by libraries across the United States, bringing the joy of books and families together. This year, the Learning Bus, West Marin Libraries, and Marin City Library joined efforts to celebrate children and families with gift books for children of all ages and other fun giveaways like "Grow your own flowers" Little Learners Kits, tie-dye, art activities, games, and school supplies. The teams visited Mesa Park in Bolinas, ranches across West Marin, and George "Rocky" Graham Park in Marin City and distributed over 600 books and 175 Little Learners Kits.
- This month, the South Novato Library set up a free mini-library at the Ignacio Pines Apartment Complex, as a way to provide this community with a connection to the library and some free books to help promote and encourage reading.

Specialized COVID Responses

Communication and Website Enhancements

The Library Marketing Team has created many handouts, posters, and schedules to support the launch of Library Express Service this month, as well as redesigning website pages to provide updates and information. We coordinated communication through three Savannah emails to

announce the roll-out of expanded services at different branches for the two “waves,” as well as sharing information about the resumption of Curbside service at Corte Madera following their construction. Website news posts and social media posts also supported this effort.

The team also created a new form for the website to facilitate the new Personalized Picks service provided by the Adult Services librarians and highlighted the new service on the website. In preparation for the summer challenge for kids and teens, our marketing team worked with the Teen and Children’s committees to design graphics, provide previous year’s templates, and plan website pages for this effort.

Finally, our website received praise from the folks at the streaming service Kanopy, who asked to feature our site within their marketing materials as an example of a best practice: “Our marketing team has found the Marin County Library system's webpage to be one of the most comprehensive in North America and would like to use it as an example with your permission. From our team: We’ll be mentioning them in our Marketing Academy Guide and our May promotion as a best-practice example of how to enrich your website with Kanopy as part of a full suite of services they offer. Their example stands out as particularly well executed.”

Curbside and Reopening

Fairfax, Novato, and West Marin Libraries opened to the public for Library Express the week of April 19th. Patrons were excited to return inside the library branches. Library Express Services include computer access, browsing the collection, library card sign-ups, and check-outs in addition to curbside service. In Fairfax, a child was jumping up and down outside at 3:00 PM chanting "It's time! It's time! Open! Open!". The child’s Mom said, "I have tears." Starting the week of May 2nd, the second phase of MCFL library reopening will include Library Express Services at South Novato, Civic Center, and Marin City library branches. Due to ongoing construction, Corte Madera library remains closed, but we are planning to launch outdoor browsing the week of May 2nd, in addition to continued curbside services.

Personnel Update



April Activities

Thank you to the MCFL interview panel members; hiring managers; admin staff; and, finance accounting human resources (FAHr) Team Members for helping us to recruit, promote and bring in new staff. In addition, special thanks to our colleagues from the County Administrator’s Office and the Department of Human Resources.


Please help us welcome newly hired staff:
Rashida Skaar, *Librarian I* at our Fairfax Branch

During April, external recruitments opened for a ***Library Assistant II*** Position at the Novato Branch Library and three ***Community Library Specialists*** Positions for Spanish-Speaking Services in Northern Marin, Point Reyes Branch, and the group of West Marin

	<p>Branches. We look forward to announcing the results of the recruitments soon.</p> <p>The following full-time and part-time vacancies are under review</p> <ul style="list-style-type: none"> • Administrative Services Technician 1.0 FTE – Acctg • Director of Library Services 1.0 FTE – Admin • Library Aide 4.0 FTE – Civic Ctr; Corte Madera; Novato; S. Novato • Library Services Manager 1.0 FTE - Facilities & Projects • Library Technical Assistant 1.0 FTE – Tech Servs • Sr. Librarian 2.0 FTE – S. Novato; West Marin • Technical Support Services I/II 1.0 FTE – Tech Spprt
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Library Director Activities

Below is a brief overview of a few activities and items that may not have been highlighted in other areas of the monthly Commission Report.

 <p>MARIN COUNTY FREE LIBRARY</p>	<p>Hello Commissioners,</p> <p>There is a lot to celebrate these days!</p> <ul style="list-style-type: none"> • Our libraries are open, our patrons are happy and in-person outdoor programming is being planned. • On Thursday, May 13th, retired Deputy Director Bonny White will be inducted into the California Library Association's Hall of Fame! • The Learning Bus and Bookmobile have been invited to participate in the Rental Assistance Events happening at the Marin Center on May 19th and 23rd. • The search for a new Director for MCFL has begun in earnest. The brochure is complete and should have been distributed to all of you by the time you read this. • Last but not least, the 2021 Marin County Fair will be a virtual event only.
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Commission Members:

MCFL and the County of Marin

THANK YOU for your commitment to welcoming, equitable and inclusive library services.

MARINet Board Meeting Minutes

March 18, 2021 – Online Meeting

Meeting convened at 9:05 a.m.

Present: Linda Kenton (SAN), Chantel Walker (MCFL), Raemona Little-Taylor (MCFL), Abbot Chambers (SAU), Henry Bankhead (SRPL), Joey DellaSantina (BET), Anji Brenner (MVY), Gary Gorka (DUC), Sarah Frye (COM), Franklin Escobedo (LRK), Jill Harris (SRPL guest), Jessica Trenary (MARINet), Dan McMahon (MARINet).

Called to order at 9:03 a.m. by Chair Linda Kenton.

1. Public Comment: none
2. Guests: none
3. Approval of Feb. 18, 2021 minutes: approved
4. Old Business
 - a. RFID project: Dan reports that the \$500,000 has been transferred from MCFL to MARINet, and needs to be moved to specific accounts to start the project. The RFQ will go out soon, to 5 vendors recommended by Lori, and the Board should consider the presentations. If we can get down to just two or three contenders, they could do a presentation for a special board meeting if needed.
 - b. CDTF report: Jessica distributed the report on collection development policies, from the last CDTF meeting. It's good to see what every library is doing, all on one page, and to see who is interested in new practices. The next step is to split the CDTF into smaller groups and investigate issues such as high hold items, preprocessing and leasing. Leasing bestsellers centrally sounds like a promising idea.

The filling of holds is a major sub-topic for this group, and the question is how long does a high hold item spend in transit, or waiting on the hold shelves? DC suggests it's about 40% of the time. This is not a new issue but the pandemic and quarantine are making these non-checkout times a little longer. Should the group consider Collection HQ? There are easier things to do first, like weeding. Finally, while we don't want to warehouse items that are just not in demand, libraries should be aware when looking at items if they're the last copy in the system. What leads to a more diverse collection?

- c. Reopening plans: Anji report from the task force meeting. It is important for member libraries to share changes in services as reopening approaches. Libraries should be sharing what technology they're using, perhaps in a shared document. A regional approach was discussed, as if one library reopens, does it put pressure on other libraries to do so? It was concluded that we won't have a real unified message on reopening, due to different jurisdictions, staff, funding etc. "We are all in this together, and yet separately." What specific plans do people have?
 - i. San Anselmo is aiming for the week of April 12, probably Weds., 4/14. They feel ready to reopen.
 - ii. Fairfax is the most likely MCFL site to reopen first, and construction projects will delay or complicate Novato and Corte Madera reopenings.
 - iii. Mill Valley will wait until everyone on staff is vaccinated, it's just too important for staff morale.

- iv. San Rafael Public Library has a phased reopening plan, with Northgate for browsing, and Pickleweed for public computing as the first steps.
- v. Dominican is planning to open 100% for the Fall semester, and will have all items available to MARINet on Aug. 15.
- vi. Sausalito will continue curbside service until they can reopen on a normal basis.
- vii. Larkspur will try a hybrid service model, some days curbside and some open to limited browsing.
- viii. Most COM staff are vaccinated. They are planning a soft opening during Summer, not sure yet of Fall plans. Classes may still start online. Laptops and Wi Fi hotspots will be checked out through the library.
- ix. Bel Tib plans on opening in some capacity, small scale due to the construction. They are thinking of best sellers only, in the current or the new Founders' Room.

A general press release was proposed, but by the time the Board next meets in April, some libraries might be open already.

- d. Quarantine of returned items: Almost everyone is at 24 hours now.

5. New Business

- a. CENIC renewal for 5 years: This was sooner than expected, probably as our first year of CENIC was in what they call "year 2." They've offered a renewal for 7/1/21 to 6/30/26, with bandwidth reducing about 30% in price. We are looking at adding a connection for the Northgate Library at the Mall, it seems enough of a long term commitment at this point. Motion to renew CENIC for 5 years for all current libraries, passed unanimously. We'll look at specific Northgate costs when those are available, but there is a consensus that this is a good idea to pursue.
- b. Delivery RFP and Bookdrops: Emptying the proposed bookdrops is being added to the Delivery RFP. The new contract should be in effect by July 1. We'll seek to get itemized costs for some of the options, including 5 day versus 6 day delivery. A general discussion covered the philosophy, do we want to focus on keeping costs down or providing the highest level of services? Libraries want services generally, though with adequate cost containment. Some parts of the potential expense for delivery such as requiring a living wage would make the overall service more stable. The Delivery group will evaluate the bids using the same metrics as last time. It was asked what it would cost if we did this service with our own employees and vehicles, and while it's assumed that this would be costly, we should at least look at figures for it. MCFL is bidding their delivery at the same time, so MARINet is working with them on the dual RFPs.

6. Standing items

- a. Equity discussion: Joey of Bel Tib led the discussion, about the Library Journal article on anti-racism programming. MARINet libraries are seeing that this kind of programming could be shared among our libraries, as either cross promotion or fully shared events, like One Book One Marin used to be. The Teen Services Working Group did a shared program in 2020 and it was successful. Should we set up a listserv for this purpose, a task force or working group that could look into shared programming? Chantel, Henry and Franklin are volunteering to be part of this group, Chantel will chair to start, so send the names of any staff people you want to participate to her.

b. System administrator's report: Not covered in the report:

- i. The Circ Working Group is recommending a noticing plan for patrons on overdues and bills, and raising the patron block limit from \$10 to \$100, and removing the billed item block to facilitate online renewals. The noticing plan is:
 1. A "nice" notice sent first to everyone with items due in 2020 that are still out (approx., 5,300 patrons.)
 2. Two weeks after that goes out, resume running overdue notices normally.
 3. Two weeks after that, start running bills again normally.

The board voted and approved raising the block limit to \$100, until June 30, 2021. There is agreement that nobody is charging any fines until after that date. The eventual level after that will be considered at a later meeting. The board also approved removing the \$16k in overdue-renewal fines, which should not have been created under current policies. (Libraries will waive overdue renewals now, but online patrons don't have that option.)

- ii. BiblioCommons is adding a self checkout option to their app. They're also making the online card easier to have a scannable barcode.

c. Topics for future Agenda

RFID project
CDTF
Reopening plan report with unified messaging
Delivery RFP
Equity discussion by COM

7. Announcements:

- Larkspur is hiring new librarian and a library aide.
- San Rafael PL also hiring LA's.

The meeting was adjourned at 11:39 a.m.

Minutes approved by MARINet Board 4/15/2021

Written by Dan McMahon, MARINet Systems Administrator