

MARIN COUNTY FREE LIBRARY COMMISSION
Proposed Agenda
Wednesday, March 8, 2023
4:00 p.m.

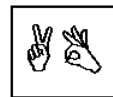
Maker Space Classroom next to South Novato Library

931 C Street, Novato, CA 94940

Directions: From either North or South 101 exit at Nave Drive and turn onto Main Gate Rd. Follow Main Gate Road to C Street and turn left. The Maker Space Classroom is next to the Library past the North Bay Children's Center on the right. In order to assure a quorum, please notify us, if you are unable to attend meeting **473-3222**.

"Spring work is going on with joyful enthusiasm." — John Muir

<u>ITEM</u>	<u>PRESENTER</u>	<u>STATUS</u>	
4:00	1. Call to Order	Ream	Action
	2. Roll Call	Ream	Action
	3. Approval of Agenda	Ream	Action
	4. Approval of 02-10-23 Minutes	Ream	Action
	5. Open Time for Public Expression		
	6. Reading & Correspondence File	Ream	Information
	7. President's Report for February	Ream	Information
	8. Old Business		
	a. Lib Com Nomination Committee recommends Linda Ward for Interim Vice President through June 2023	Ream	Action
	b. FY23-24 Nominating Committee	Ream	Action
	9. New Business		
	a. 2023-24 Annual Meeting Schedule	Adlawan	Information
	b. Educational Equity	Little Taylor, McCall & Bryant	Information
	10. Director's Report for February	Adlawan	Information
	11. Announcements	Ream	Information
5:30	12. Adjournment	Ream	Action



Late agenda material can be inspected in Library Administration, between the hours of 8:00 a.m. and 5:00 p.m (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.

Numbered List of attachments:

4. Minutes for February 10, 2023
11. Library Director's Report for February, 2023

Unnumbered Attachments:

MARINet Board minutes of January 5, 2023 held online

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

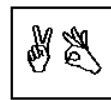
Brown Act:

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



Late agenda material can be inspected in Library Administration, between the hours of 8:00 a.m. and 5:00 p.m (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.

LIBRARY COMMISSION AGENDA FOR 03/08/23 MTG

MARIN COUNTY FREE LIBRARY
Meeting in person and virtual

--PROPOSED MINUTES--
Friday, February 10, 2023

(1) CALL TO ORDER

Meeting called to order at 10:06am. President Ream requested that we go around the room so everyone can introduce themselves to newly appointed Library Commissioner Glynda Christian.

(2) ROLL CALL

Present

Sue Ream	Anya Schandler	Ali Iqbal
Daniel Sherman (via zoom)	Sally Hauser	Nick Javaras
Claudia Wilson	Glynda Christian	Ann Kaplan
Margaret Kathrein		

Absent with Notification

Loretta Farley	Linda Ward	Alison Blume
----------------	------------	--------------

Also Present

Lana Adlawan, Director of County Library Services
Brandon Barragan, Library Technology Program Coordinator
Diana Barrera, Administrative Assistant I
Etienne Douglas, Library Technology Program Coordinator
Edna Guadiana, Administrative Services Associate
Raemona Little Taylor, Deputy Director of County Library Services
AnneMarie Russo, Community Library Specialist
Thomas St. Jovite, Technology Systems Specialist II

(3) ADOPTION OF AGENDA M/S/C –Christian/Kaplan Agenda approved as submitted

(4) ADOPTION OF January 11, 2023 MINUTES - M/S/C Hauser/Kaplan Minutes approved as submitted.

(5) OPEN TIME FOR PUBLIC EXPRESSION – Bill Hale would like to keep the Library Commission meeting hybrid; He likes the email reference team; made suggestion for slowness in reserves; overdrive has a new thing called notify, which it never does.

(6) READING & CORRESPONDENCE FILE – None

(7) PRESIDENT'S REPORT FOR JANUARY

President Ream reported the following:

- She and Director Adlawan had met with a person who has applied for one of the two District 3 open seats.

(8) OLD BUSINESS

- President Ream reminded everyone that we would be recognizing staff who have retired or left the Library at our annual meeting in June.
- President Ream requested 2-3 people to volunteer to be on the nominating committee, since we will be having elections at our upcoming Library Commission Annual meeting in June. Commissioner Kaplan volunteered to serve on the nominating committee.
- President Ream requested 1-2 volunteers to help plan our upcoming Library Commission Annual meeting in June. Commissioners Schandler and Javaras volunteered to serve on this committee.

(9) NEW BUSINESS –

WebStars Report

Etienne Douglas, AnneMarie Russo, and Brandon Barragan gave a brief presentation on the WebStar Program at Marin City, West Marin and South Novato branches.



MARIN CITY

Updates:

- Six Webstars (1 Senior Webstar)
- Hiring two new Webstars
- 3 Graduating Webstars
- Marin City Makerspace



WEST MARIN

Updates:

- 2 Webstars
- Hiring two to three new Webstars

BANNED BOOKS



BOOKS UNITE US. CENSORSHIP DIVIDES US

Banned Books Week (September 18 - 24, 2022) is an annual event held along the borders of the world. This year's theme is "Books Unite Us. Censorship Divides Us." It's a time to celebrate the power of books to unite us and to challenge the forces that seek to divide us. It's a time to celebrate the power of books to unite us and to challenge the forces that seek to divide us.

Go to [Marin-Danville Library](#) - [Library Chair George Johnson](#)

Work about Banned Books Week

MARIN TEENS SHARE THEIR FAVORITE BANNED BOOKS



Book 1: *The Daylight Marriage* by J.A. Redding

I recommend this book because it presents a lot of education and perspective on the book, and the lives of the people who are affected by it. It's a very interesting and thought-provoking book. It's a very interesting and thought-provoking book. It's a very interesting and thought-provoking book.



Book 2: *The Daylight Marriage* by J.A. Redding

This book was one of the best I've ever read. It's a very interesting and thought-provoking book. It's a very interesting and thought-provoking book. It's a very interesting and thought-provoking book.



Book 3: *The Daylight Marriage* by J.A. Redding

This is a very interesting and thought-provoking book. It's a very interesting and thought-provoking book. It's a very interesting and thought-provoking book.

SOUTH NOVATO

Talking Points:

- Makerspace Redesign
- Community Survey
- Mixing Old Webstars with New Ones



SNO MAKERSPACE REDESIGN

- Redesign and purchasing beginning now
- Staff and community led
- Balance of options available
- Teaching Webstars new tools and appliances and how to engage with different community members



5

COMMUNITY SURVEYING

- Webstar led throughout NUSD
- Including all community stakeholders
- Offering a wide range, but will select a small menu for the makerspace
- Opportunity for new level of connection across MCFL community and build excitement prior to opening



NEW WEBSTARS AND OLD ONES



- Three new Webstars coming, primarily from NUSD schools
- Current Webstars working more on library operations
- Looking for Webstars to assist in Makerspace for arts and for electronics
- Continue to hold regular trainings/meetings for Webstars leading up to opening



AMERICAN LIBRARY
ASSOCIATION ANNUAL
CONFERENCE 2022

WASHINGTON, DC

WEBSTARS

PRESENTING

@ ALA



TEACH A COURSE

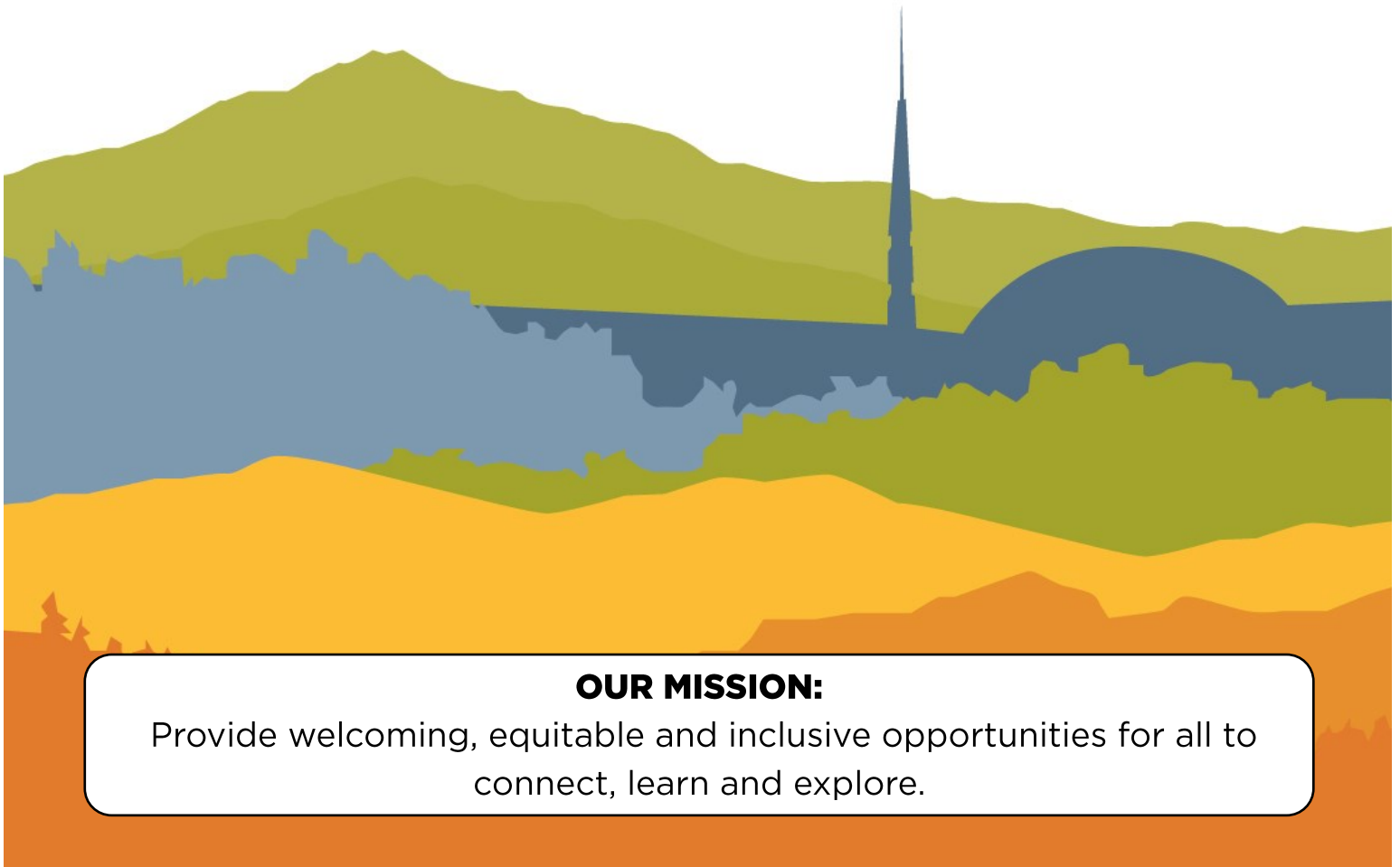
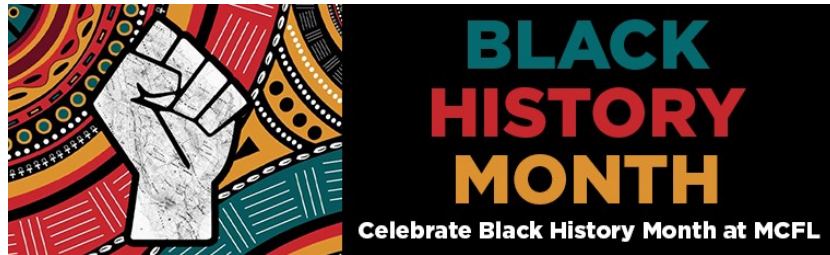
After a brief question and answer period, President Ream thanked Etienne, AnneMarie and Brandon for their presentations.

- (9) DIRECTOR'S REPORT FOR JANUARY 2023 – Director Adlawan reported on the following:
- Included in the Director's Reports is a recap of the impact of the recent January storms on our branches;
 - The Inverness Library will be adding more library hours beginning on 2/21/23
 - President of the Friend's of MCFL Ginny Schultz was nominated for Volunteer of the Year Heart of Marin award.
 - Along with the branches, we've been working on our budget. We've been utilizing the County's Racial Equity Budget Tool to make the necessary changes to the budget to consider the requests and determine where the changes may be made.
- (10) ANNOUNCEMENTS – The next meeting will be on Wednesday, March 8, at 4:00 pm in the Maker Space at the South Novato Library. There will be a tour of the Maker Space prior to the meeting at 3pm.
- (11) ADJOURNMENT – M/S Javaras/Schandler/ Meeting adjourned @ 11:10 am



Marin County Free Library Commission Report
Lana Adlawan, Director of County Library Services

FEBRUARY 2023 ACTIVITIES



OUR MISSION:

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

LIBRARY ACTIVITIES AND OUR EQUITY FOCUS

Children's Services

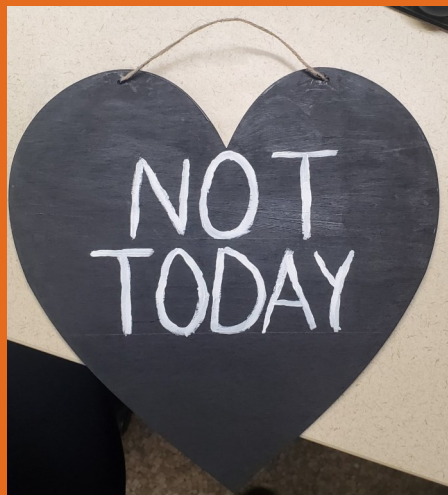
Children's Services Team Celebrates Black History!

On January 29th, Community Library Specialist Jesse Lumb and the Bookmobile joined students and staff at Vallecito Elementary for a kick-off event just ahead of Black History Month. What a great day! The bus was parked just outside of their gymnasium where students were set up for crafts and poster making. The posters were very informative and celebrated Black heroes. Students would grab popcorn and then browse the Black History Month (BHM) collection on the bus that Jesse organized. As Jesse chatted and checked out materials to students, some students would revisit the BHM collection to check more items out and added to their stack to take home! On this visit, one student also really enjoyed using the wheelchair lift. He is getting used to using a walker, and he was stoked to access the Bookmobile three times throughout the day. Their parent got footage of them riding the lift and shared, "accessibility is everything!"

Black History Month is being celebrated throughout the MCFL system. Some cool happenings include Book displays, Black history word searches, and a wonderful program, for adults, teens, and school-age children on The Roots of Black Music in America. Novato created some neat informational tri-folds created on Langston Hughes, Shirley Chisholm, and Thurgood Marshall. They're excellent!



Teen Services



Programs

Novato teens started off the month with an Anti-Valentine's Day Party where pizza, crafts, and *The Fault in Our Stars* movie were presented. The following Saturday, our Anime Club met up to paint rocks with their favorite anime characters and continue watching *Demon Slayer*. On the 18th, we gathered to watch *Love, Simon* and eat some snacks. On the 22nd, we made flowers using discarded books. We then wrapped up the month with our gaming club, *Level Up*, and watched *The Lego Batman* movie.

Amazing works of art by teens all over Marin County were displayed at the Civic Center Library in mid-February. Staff and patrons voted for their favorite pieces and winners were awarded gift card prizes, courtesy of the Friends of the Civic Center Library. Artwork included sculpture, drawing, painting, clothing design, and more.

Corte Madera wanted to highlight its teen collection and goings-on this February, so we created a teen Bingo Display for the front wall. It includes multiple genres and areas of the collection to pique readership interests, the Teen Advisory Group's "Blind Date with a book," library services like Libby and park passes, and encouragement to join the teen advisory group! It's been very popular!

Displays/Lists

For the first half of February, Novato displayed books written by Black authors to celebrate Black History Month, and wrapped books with the first line of the book for Blind Date With A Book. After Valentine's Day, the display was filled with more books written by Black authors.

Adult Services



Inverness Library has big news! As of Tuesday, February 21, the branch will be open on Tuesdays and Wednesdays from 10 a.m. – 6 p.m. Newly hired Community Library Specialist, Page Flood has joined the Adult Services Committee and will focus on services to adults and seniors at Inverness Library. Plus, Xerxes Whitney gave a poetry reading at the branch this month.

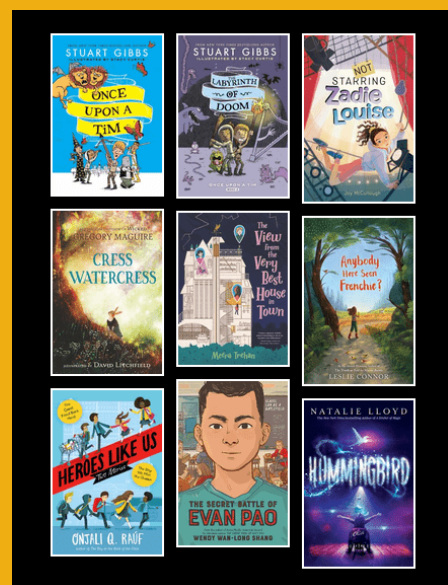
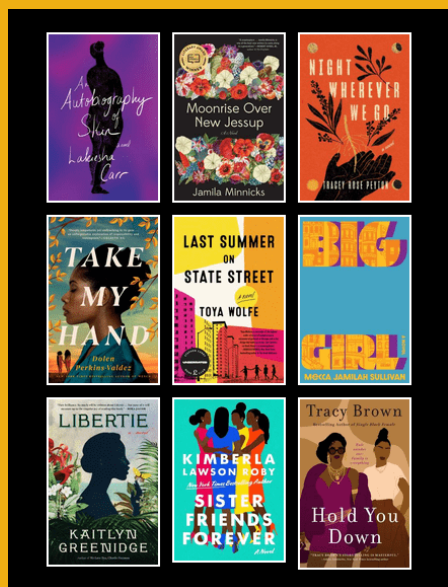
Preparing to attend college is a major undertaking. To assist young adults and their parents, the **Civic Center Library presented an online information session on financial aid** with Maisha K. Challenger from the Office of Federal Student Aid. The webinar offered resources and guidance on filling out the Free Application for Federal Student Aid (FAFSA®) form.

Staff led online book clubs at Civic Center are still going strong. Eleven participants attended the discussion for *Girl Waits With Gun* by Amy Stewart; and fourteen attended to delve into *Winter* by Ali Smith.

In honor of Black History Month, the **Corte Madera Library hosted Listening Parties** on Wednesday afternoons and a live online event. The music of Billie Holiday, Miles Davis, Bob Marley, Ella Fitzgerald and others floated through the branch each week, adding to the ambiance and highlighting the accomplishments of these talented artists.

Continuing the focus on the contribution of Black musicians, Karlus Trapp shared a 100-year retrospective of major Black artists through music and story in his live, online program, ***The Roots of Black Music America***. Veteran troubadour, songwriter, producer, music educator, and native New Yorker, Karlus Trapp has been playing music since the age of five. For the past thirty years, he has been spreading joy through his music with solo and band performances. His original music has been used for both network TV and international television markets. Karlus has been performing his “Roots of Black Music” show with Staten Island’s Universal Temple of the Arts Ensemble for over 10 years, entertaining and educating thousands of school children and adults alike with this wonderful production. The Friends of the Marin County Free Library generously sponsored this program.

Collection Development & Management



To help support our Education Equity initiatives, one of the projects our selectors have been working on this month is to order books for one of our partners, Nicasio School in West Marin. Easy readers and graphic novels make up the bulk of this latest order. In addition, our selectors have recently been ordering teen fiction and graphic novels to provide reading material for our program to support youth in Juvenile Hall. Preparations are also under way for providing books at the Marin County Fair, and other outreach efforts.

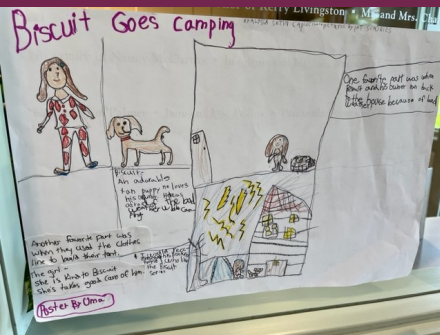
Another project in the works this month includes purchasing titles for the collection to support the Kids and Teens Literature Review. Our amazing youth librarians review highly regarded new titles and create a video to share that we post on our website, along with booklists, to highlight and encourage reading. The 2023 presentation will be available soon. Last year's information is still available to [view \(bit.ly/3ZorMbZ\)](https://bit.ly/3ZorMbZ).

Along with the curated lists of new titles available every month, our selector team created several lists of [materials for Black History Month \(bit.ly/3ZalOvf\)](https://bit.ly/3ZalOvf) in February. Browse more lists created by staff [here \(bit.ly/3lQuwbf\)](https://bit.ly/3lQuwbf).

Educational Equity

SOUL SOUP with Amber Hines SOPA PARA EL ALMA

**M C MARIN COUNTY
F L FREE LIBRARY**
MY CHOICE FOR LEISURE LEARNING LIVING



In celebration of **Black History Month**, both Point Reyes and Bolinas libraries hosted **Soul Soup with Amber Hines**. She presented an interactive drumming, singing, and movement workshop for children and families.

Tomales Elementary students in grades TK-8 received student library cards for the first time. Only 9 out of 146 students already had cards. Point Reyes staff is partnering with the Bookmobile to offer library instruction sessions for students and teachers, highlighting digital student resources.

Bolinas Stinson School first-graders visited Stinson Beach Library twice in January. On each visit, they received a storytime and library instruction with Lily Rosenman. On their second visit, they presented book review posters of the titles they had read. They are on display at the library for the whole month.

South Novato Library launched the first bilingual cohort of the Reading Buddies literacy program. Staff are also deepening and expanding relationships with Dominican University (including staff in the Service Learning department and students). Two Dominican students are interviewing South Novato Library staff (Branch Manager & Education Initiatives Coordinator, Natalie McCall and Spanish Services Community Library Specialist, Héctor Garcia) for their research projects on the education gap in Marin County.

South Novato Library's Makerspace Coordinator, Brandon Barragan completed **two days of class visits at San Marin High School**. He led fun, STEAM demos and engaged almost 200 students in practical math and physics projects.

Communications & Publicity



In February our team highlighted library resources for Black History Month on our [website](#) and social media, including online services, booklists and events, as well as producing a physical flyer for branches to use.

We added a new [Citizenship Services](https://marinlibrary.org/citizenship) (marinlibrary.org/citizenship) page to our website, outlining resources and staff available in the library to help people become citizens.

With recent changes like expansion of hours at Inverness and changes in printing and processing fees, our team has updated library flyers, as well as contributed ongoing graphic design work for some projects in the planning stage (a branded wrap for a new laptop kiosk and a logo for a library art lending program)

We featured resources for Black History Month in our library email newsletter, including new online resources, events, and a blog post. We also highlighted the Poverty and Racial Justice film and conversation series that the library is partnering with Showing Up for Racial Justice (SURJ) Marin to offer. The next event in the series, “[Defining Poverty in Marin](#)” (bit.ly/3IPEgSL) will take place on April 22.

On our social media platforms we shared information about events like the Electronic Music Production Class for Tweens & Teens; the Roots of Black Music in America; the Level Up Gaming Club; College Financial Aid Info Session; exhibits in the library like the Ross Valley Student Artists; online resources like STEAM (Science, Technology, Engineering, Arts & Math) books for kids on Hoopla; staff-curated booklists; and fun library displays, like Teen Bingo at the Corte Madera Library. Check out our [Facebook](#), [Twitter](#), and [Instagram](#) sites for lots more!

Booklists featured in February included ALA Award Winners 2023 for Kids and Teens, new books for February for all ages, Black History Month, Body as Host – Visibility Rights, Nonfiction for Family Saga Lovers, and Mechanical, Building, Design, and Exploration Reads for Kids. Find more on our [Explore page](#).



PERSONNEL UPDATE

Thank you to the MCFL interview panel members, hiring managers, administrative staff, and Finance Accounting Human Resources (FAHr) team members for helping us to recruit, promote and onboard new staff.

Please welcome the following staff members to new roles within MCFL & to our team!

Sophie Brinker, Community Library Specialist (Contingent Hire)

Edward Derby, Community Library Specialist (Contingent Hire)

Sharool Ortiz, Community Library Specialist (Contingent Hire)

Mary Robinson, Community Library Specialist (Contingent Hire)

Judith Stemens, Community Library Specialist (Contingent Hire)

Diana Barrera, Administrative Services Technician (Library Administration)

Malayzia Mayfield, WebStar (Marin City)

Elena Rodoni, WebStar (Point Reyes)

Desmond Fox, WebStar (Point Reyes)

Christian Romo-Padilla, WebStar (Point Reyes)

Kayla Saxon, WebStar (South Novato)

Claire Kilgariff, WebStar (South Novato)

Jacqueline Merola, WebStar (South Novato)

Aura Perez, Library Technical Assistant I (Technical Services Unit)

(Continued on next page)



PERSONNEL UPDATE

(Continued)

VACANCIES UNDER REVIEW OR IN PROGRESS

- Administrative Assistant I 1.0 FTE, Library Administration
- Assistant Director of Library Services 1.0 FTE, Library Administration
- Library Aide (4), (2) 0.5 FTE Novato, 0.62 FTE Fairfax, 0.5 FTE South Novato
- Library Assistant II 1.0 FTE, Corte Madera
- Library Assistant I 1.0 FTE, Marin City
- Librarian I 0.8 FTE, Corte Madera
- Librarian I 1.0 FTE, Marin City
- Librarian II 1.0 FTE, Civic Center
- Library Services Manager 1.0 FTE, Technical Services Unit
- MARINet Systems Administrator 1.0 FTE, MARINet
- Mobile Library Assistant (2) 1.0 FTE, Bookmobile & Learning Bus
- Senior Librarian/Education Initiatives Coordinator, 1.0 FTE Marin City

MESSAGE FROM THE DIRECTOR OF COUNTY LIBRARY SERVICES, LANA ADLAWAN

Happy Black History Month! There were so many items to celebrate in this month's Commission Report. As you can see from each of our contributors, programming is increasing across the system. Branches are busy coordinating their schedules for spring and summer, as we focus on supporting students and families in out-of-school time and that engagement with their local library system.

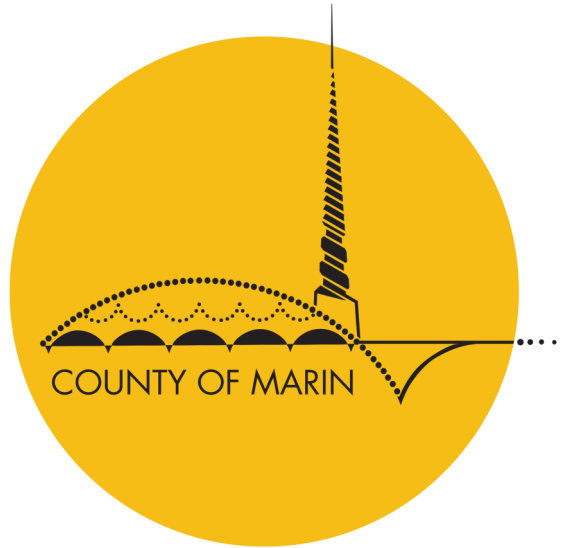
On February 28, California's COVID-19 State of Emergency terminated, and the Marin County Board of Supervisors followed suite on February 28, terminating Marin's local State of Emergency. The major change for the library system is our removal of mask signage at all locations and on our website, as well as a reduction in some of the artifacts of the COVID-19 environment, such as extra hand sanitation stations and plexiglass fixtures. The library still supports staff and patrons to wear masks as they feel comfortable and will make them available to both groups from our existing inventory. The County's protocols for reporting COVID-19 cases and our guidance regarding isolation and quarantine have not changed. The County's Public Health Officer, Dr. Matt Willis, offered a helpful overview of the changes locally and more broadly, on how COVID-19 care will evolve in our communities: <https://coronavirus.marinhhs.org/covid-19-status-update-02102023>

It's been a long three years for all involved and libraries have changed dramatically as a result of the pandemic. The termination of the State of Emergency orders is a momentous change for us in California, soon to be felt nationally when the federal State of Emergency supports cease in May. Marin County Free Library staff have stretched, pivoted, grown, and hung on by their fingernails at times when fast-moving changes were necessary, all in service to our community and one another. This team is amazing having come through this, and I am proud to work with and for them every single day.

I look forward to building what's next for libraries in Marin as we mark this tremendous milestone,

Lana Adlawan
Director, County Library Services





COMMISSION MEMBERS:

MCFL and the County of Marin

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

MARINet Board Meeting Minutes

Thursday, January 5, 2023 - Online Meeting

Approved February 2, 2023

Present:

Board Chair: Lana Adlawan (MCFL)

Board: Abbot Chambers (Sausalito), Kristen Clark (Mill Valley), Linda Kenton (San Anselmo), Gary Gorka (Dominican), Crystal Duran (Belvedere Tiburon), Catherine Quffa, Henry Bankhead and Jill Tokutomi (San Rafael), Nick Stone and Teresa Capasso (Larkspur).

MARINet Staff: Dan McMahon and Jessica Trenary

The meeting came to order at 12:11 pm.

- I. Public Comment Period – None.
- II. Approval of Minutes from Previous Meetings – Kenton moves to approve the December 2022 meeting minutes, Bankhead seconds. Roll call unanimously approved.
- III. Business Topics:
 - A. Chair and Vice Chair (*Action*) – Adlawan volunteers to Chair and Duran volunteers to Vice Chair the MARINet Board for the remainder of this fiscal year, FY22-23, and to continue Chair/Vice Chair for the next fiscal year, FY23-24. **Kenton motions to nominate Adlawan as Chair and Duran as Vice Chair for January through June 2023. Chambers seconds. Roll call unanimously approved.**
 - B. Marin IT Support Contract (*Action*) – Trenary explains the needs for IT support without Dan/System Admin position. Trenary expresses appreciation for Marin IT and their flexibility in contract terms. **Duran motions to accept the Marin IT contract, Bankhead seconds. Roll call unanimously approved.**
 - C. Overdrive Collection Development (*Discussion*) – Trenary, Chambers discuss DRWG's suggestions for purchasing. Clark wants MARINet to purchase holds and leave discretionary buying to libraries. Tokutomi has concerns about MARINet workload, asks if DRWG can help. Chambers asks Board to think strategically and long-term about Overdrive purchasing. Kenton asks Board if they should consider the physical versus Overdrive holds ratios.
 - D. Budget (*Discussion*) – McMahon and Trenary gave a quick overview of the budget. Trenary said that DRWG will present their proposal at the February meeting which may change the budget. Trenary highlighted Decision Center, Marin IT support on-going, Bibliotheca RFID support, and Newsbank Access World News.
 - E. Cloud/Hosted ILS (*Discussion*) – Trenary stressed that notifying patrons is crucial for the downtime on Wednesday, January 11th. The downtime begins at 6 am and will continue for at least 4 hours, possibly the entire day. Duran asked when MARINet

would notify Board if the downtime will continue for longer than one business day. Trenary said Innovative will revert to back-up and reschedule the migration if it is not completed by Wednesday afternoon and the downtime should not continue for more than one day. Trenary and McMahon said some technology problems are expected and they will triage all day Thursday and Friday and longer as necessary.

- F. Interim Position for Trenary (*Action*) – **Duran motions to approve an interim temporary promotion to Systems Admin for Trenary, Kenton seconds. Roll call unanimously approved.**
- G. MARINet Staffing, Succession Planning (*Discussion*) – Adlawan says that in December she sent a survey to ask Board about MARINet priorities and staffing. Adlawan gave an overview of those survey results. Board discusses possibilities of managing competing budget needs and MARINet staffing. Discussion about hiring a consultant to review staffing. Board will form a task force (Adlawan, Kenton, Brenner, Quffa (if needed)) to define scope and budget to hire a consultant to review MARINet staffing.

IV. Standing Items:

- A. Collaboration/Partnership Discussion – Board discusses weather related issues of the severe storm. Adlawan says County is focused on educational support year round, for students outside of school hours. Tokutomi highlights successful partnership with County in programming.
- B. Equity Discussion (Sausalito) – Chambers led a discussion on article from *The Atlantic*, “The Homeownership Society Was a Mistake”.
- C. System Administrator’s Report –Trenary thanks McMahon for all his mentorship and thoughtfulness guiding MARINet and working for the County for 20+ years.
- D. Topics for Future Agenda –
 - Approve MARINet funding formula (*Action*)
 - DRWG budget proposal (*Discussion*)
 - BiblioCommons BiblioApp Checkout (*Discussion*)
 - FY23-24 Budget (*Discussion*)
 - Future board meetings virtual/in person (*Discussion*)
 - MARINet Staffing, Succession Planning (*Action*)
- E. Approval for Virtual Meeting Next Month (*Action*) - Duran moves to hold next meeting virtually, Chambers seconds. Roll call unanimously approved.

V. Announcements –

- SRF: Bankhead will be Deputy Director of Berkeley Public Library.
- LRK: Librarian I offer extended. Future Recruitment for a new Community Services and Library Director TBD.

- DUC: Library closed until Jan. 17th, more construction in summer. Holy Names University is closing and Dominican will absorb many of their students.

Adlawan adjourned meeting at 2:30 p.m.

Minutes respectfully submitted by MARINet Staff

**MARIN COUNTY FREE LIBRARY
COMMISSION MEETING SCHEDULE
JULY 2022- JUNE 2023**

MONTH	DATE	LOCATION	PRESENTATIONS	PRESENTER(S)
JULY			NO MEETING	
AUGUST	10	FAIRFAX/HYBRID 4 PM	STORYWALK WEST MARIN BRANCHES	MADELINE BRYANT
SEPTEMBER	14	CIVIC CENTER/ HYBRID 4 PM	MEASURE A FUND REVIEW FACILITIES OVERVIEW (3 PM TOUR OF CIVIC CENTER LIBRARY)	LESLIE GALIANI DAMON HILL CHANTEL WALKER
OCTOBER	12	NOVATO/HYBRID 4 PM	EQUITY ALLIANCE	WALKER
NOVEMBER	9	STINSON BEACH 2 PM	ADULT SERVICES (12 PM TOUR OF BOLINAS LIBRARY)	DOERGE LITTLE TAYLOR
DECEMBER HOLIDAY CELEBRATION	14	CALIFORNIA ROOM ANNEX 4 PM	ANNE T KENT/MAP ANNEX	ACQUAVIVA/ CHRISTENSEN
JANUARY	11	CORTE MADERA 4 PM	MEASURE A FUND REVIEW FACILITIES OVERVIEW	LESLIE GALIANI DAMON HILL CHANTEL WALKER
FEBRUARY (FRIDAY)	10	MARIN CITY 10 AM	MARIN CITY LIBRARY WEBSTARS	DOUGLAS DOUGLAS/RUSSO
MARCH	8	SOUTH NOVATO 4 PM	EDUCATIONAL EQUITY (3 PM TOUR OF MAKERSPACE)	LITTLE TAYLOR MCCALL/BRYANT
APRIL	12	POINT REYES 2 PM	MEASURE A REVIEW FACILITIES OVERVIEW (1 PM TOUR OF INVERNESS LIBRARY)	LESLIE GALIANI DAMON HILL CHANTEL WALKER
MAY	10	LOS GAMOS 4 PM	BOOKMOBILE & LEARNING BUS (3 PM TOUR OF TECH SERVICES)	LUMB/ CRUZ/
JUNE	14	LOCATION TBD 4 PM	ANNUAL MEETING/SOCIAL EVENT SPANISH SPEAKING SERVICES	GARCIA