

**MOBAC Administrative Council**

**September 15, 2017**

**9:30 a.m. – 12:00 p.m.**

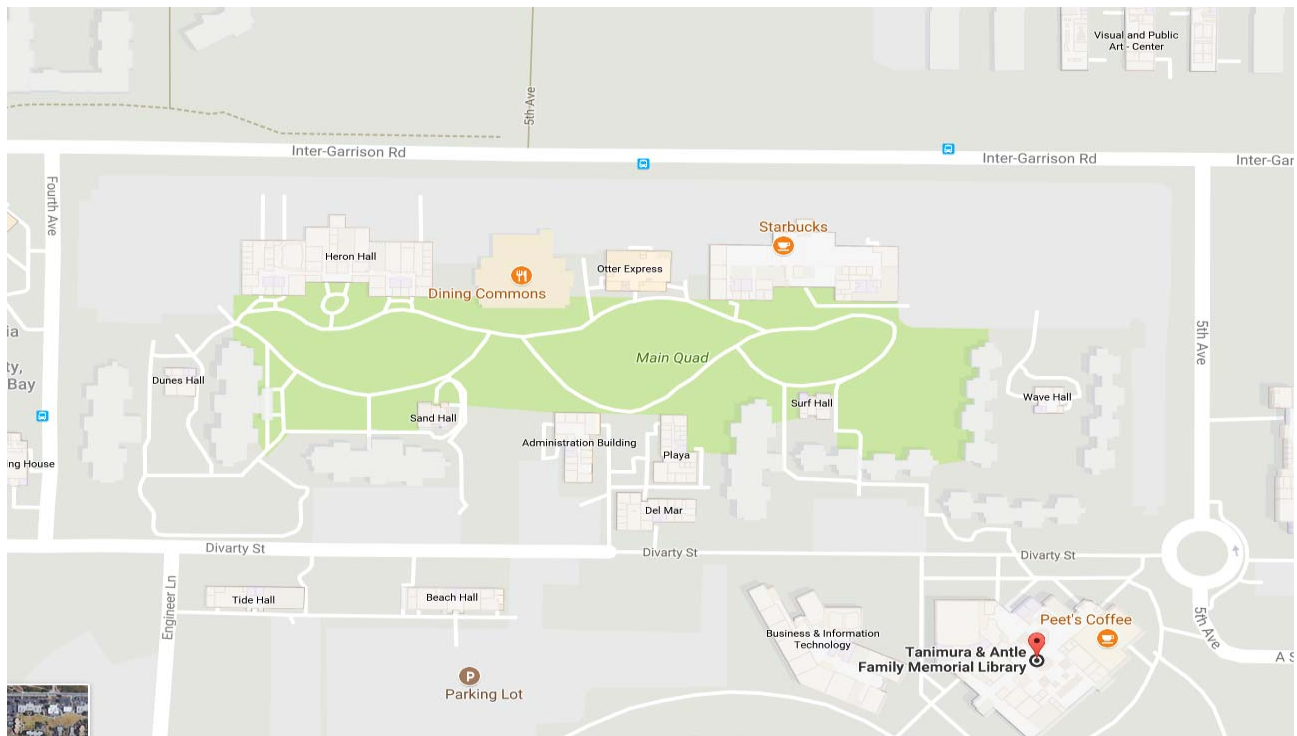
**Tanimura & Antle Family Memorial Library**

**3054 Divarty St.  
Seaside, CA 93955**

**Room: 3145**

1. Call to order, introductions, announcements, proxies
2. Approval of Agenda
3. Minutes of the June 9, 2017 meeting Attachment 1
4. Administrative Business
  - A. PLP Update - Romero/Addleman
  - B. PLP Committee Support – Frost
  - C. MOBAC Representative for PLP Executive Committee - Wojcik
5. Reports & Annual Reports – each committee will have 15 minutes for review and questions
  - A. ILL – Report Fink Attachment 2
  - B. Reference – Report Jacobson Attachment 3
  - C. SPLAMBA – Report Gardner/ Astengo Attachment 4
  - D. Technology – Report Amaral/Stephens Attachment 5
  - E. Literacy – Report Andrews
  - F. MOBAC Chair: Wojcik
  - G. MOBAC Administration: Frost

6. Public Comment – (Individuals are allowed three minutes; groups in attendance, five minutes. It is system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. Translator/interpreter will be available upon request at least three days prior to the meeting. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendized pursuant to State law.)
7. Other Business
  - A. News from libraries
  - B. Agenda items for next meeting on December 15, 2017
8. Adjournment



## **TRAVEL INSTRUCTIONS**

From Highway 1:

- Take the LIGHT FIGHTER DRIVE EXIT (Exit 406).
- Proceed down LIGHT FIGHTER DRIVE to the third traffic signal. Turn LEFT at the signal onto GEN JIM MOORE BOULEVARD.
- At the first stop sign, turn RIGHT onto DIVARTY STREET.
- At the first stop sign, turn right for PARKING LOTS 23 and 508.

From Salinas:

- Take RESERVATION ROAD to IMJIN ROAD. Turn LEFT onto IMJIN ROAD.
- Turn LEFT onto ABRAMS DRIVE.
- Where ABRAMS DRIVE ends at the stop sign, turn RIGHT onto INTER-GARRISON ROAD.
- Continue straight on INTER-GARRISON ROAD for approximately 2 miles.
- NOTE: parking is severely limited near the library during the construction of the new Gambord building. You may want to park in PARKING LOT 71 at the intersection with SIXTH AVENUE.
- To seek closer parking, turn LEFT onto FIFTH AVENUE.
- At the roundabout, turn LEFT onto A STREET to enter LOT 19.

**Parking:** Note that the red permit dispenser in lot 508 requires 8 quarters and issues permits for a full day. There is a yellow permit dispenser and several individual yellow parking meters that offer hourly parking options.



# PARKING MAP



- BUILDING
- PARKING PERMIT DISPENSERS
- MST BUS STOP
- PARKING LOTS**
  - GENERAL
  - VISITOR
  - DAYTIME ONLY
  - NO PARKING 3AM - 6AM
  - RESIDENTIAL PERMIT ONLY

Find more maps at  
[csumb.edu/maps](http://csumb.edu/maps)

For transit and bicycling information visit  
[csumb.edu/Transportation](http://csumb.edu/Transportation)

Plan ahead, buy a permit online at  
[csumb.edu/parking](http://csumb.edu/parking)

Emergency: 911

Non-Emergency:  
(831)-655-0268

Parking Services:  
(831)-582-3573

Date Published: 8/22/2017

MOBAC Administrative Council

Friday, June 9, 2017

**Santa Cruz Public Libraries-Scotts Valley Branch**

251 Kings Village Road

Scotts Valley, CA 95066

9:35 a.m. – 11:55 a.m.

**Action Minutes**

Council: Inga Waite (MPL), Susan Nemitz (SCPL), Cary Ann Siegfried (SAL), Georg Romero (CAB), Jayanti Addleman (MCFL), Eleanor Uhlinger (NPS)

Others: Donna Truong (MOBAC), Jean Chapin (HML), Catherine Andrews (MCFL), Irma Fink (NPS), Carol Frost (PLP)

Proxies: Georg Romero for Peter Liu (MIIS), Frank Wojcik (CSUMB) and Peggy Mayfield (HCL). Jean Chapin for Janet Bombard (HML), Eleanor Uhlinger for Carol Heitzig (WAT) and Inga Waite for Doug Hoffman (PAC)

The June 9, 2017 meeting was held at Santa Cruz Public Libraries, Scotts Valley Branch and chaired by Uhlinger in Heitzig's absence.

1. Agenda: Adopted (Waite/ Nemitz).
2. Minutes: March 10, 2017 approved (Romero/Nemitz).
3. PLP Update: PLP Annual Meeting was held at San Jose City Library, Village Square Branch on May 12, 2017. PLP applied for two Pitch an Idea grants: Statewide Student Success Initiative and News Literacy Informational Campaign. Analytics on Demand (AOD) will be renewed next year. There will be \$3,000 in the FY 17/18 budget to support all committees. PLP staff will send notification to libraries/committees for funding need. The PLP Executive Board approved Assistant Director position. Recruitment will start in July.
4. Nominating Committee Report: Inga Waite will be the Vice Chair FY 17/18; Frank Wojcik will be the Chair.
5. Meeting schedule for FY 17/18: September 15, December 15, March 16, 2018 and June 15, 2018.
6. OCLC Contract FY 17/18: approved (Nemitz/Addleman).
7. Romero stepped down from PLP Executive Board after serving two-year term. Romero and Liu will find an Academic/Special Director to serve on the Bboard.
8. All committees gave their reports.

9. Public comment: Eleanor provided an update on Califa news from their 8 June Board meeting. Her term on the Board end 30 June.
10. News was shared by libraries attending.
11. Agenda items for next meeting: Representative on PLP Board, Annual report from committees, committee funding request FY 17/18 and PLP update; location of future meetings.

**Next MOBAC Council meeting: September 15, 2017 at MCFL-Castroville Branch**

## Annual Report to the MOBAC Administrative Council

**Fiscal Year:** 2017

**Committee:** MOBAC Interlibrary Loan Committee

**Committee Member & Chair:** Irma Fink (NPS)

**Active Committee Members:** Claire Conklin (CAB), Rebecca Bergeon (CSUMB), Rachel Becerra (GAV), Mezairah Niduaza (HCL), Jean Chapin (HML), Ray Melendez (MCO), Jen Waterson (MIIS), Irma Fink (NPS), Sandy Eklund (SBE), Graham McGrew (SCZ), Kelsey Shapiro (UCSC), Susan Renison (WAT)

**Date:** July 11, 2017

### 1. What did your committee accomplish during the last year?

- We scheduled four (4) meetings throughout the fiscal year: July 12, 2016, October 11, 2016, January 10, 2017 (meeting cancelled due to severe weather), April 11, 2017.
- In July 2016 we reviewed ILL Tools: [Occam's Reader](#) a project to share e-books from the Springer collection; [IDS Project](#) focusing on resource sharing strategies, policies and procedures using ILLiad for ILL management.
- In October 2016 we viewed the OCLC webinar *The Revised 2016 US Interlibrary Loan Code*. Links to the [Interlibrary Loan Code for the United States](#) and [Supplement](#) have been added to our [MOBAC ILL Guidelines](#) for quick reference.
- In April 2017 we viewed a webinar on OCLC's new cloud-based ILL management system, [Tipasa](#) – *"...the world's first cloud-based interlibrary loan management system, allows you to manage a high volume of interlibrary loan requests, automate routine borrowing and lending functions, and provide an enhanced patron experience..."* OCLC
- The Committee Chair and/or a committee member attended and reported at all MOBAC Administrative Council meetings.
- We continued to add information to our [MOBAC ILL Guidelines](#) webpage; we updated our [calendar of activities](#); we updated our [roster/contact](#) list.

### 2. What activities, workshops, etc. are you planning for the coming year?

- We will continue to explore ILL tools that facilitate resource sharing.
- We will continue to monitor and update our webpage and the [MOBAC ILL Guidelines](#) as needed, adding useful links and ILL "best practice" tips.

- We will reach out to members unable to regularly attend meetings to solicit input for the meetings. We will continue to encourage meeting participation via ZOOM.
- We will reach out to library directors to encourage participation in resource sharing among all MOBAC members.
- We will continue to monitor ILL-relevant webinars and workshops and may ask to host a workshop in the coming year.

### 3. Are there any obstacles/issues/challenges you wish to convey?

Obstacles and challenges include:

- The inability of not only member libraries, but library patrons, to see library holdings through WorldCat for those members who no longer maintain their holdings in OCLC. Additional layers of searching (searching a specific library's catalog rather than WorldCat) are now required for patrons to truly see the holdings of all member libraries. When searching WorldCat, patrons may not know that the lack of results may be that a given library's holdings are simply not represented. Libraries using OCLC are encouraged to regularly update their OCLC holdings.
- Continued loss of the California State Library ILL/Transaction Based Reimbursement program (formerly supported through the California Library Services Act).
- Due to strict licensing that limits the sharing of digital content, including e-books and e-journals, resource sharing has become more challenging as libraries move away from print to electronic content.

We request that Council encourage full participation of MOBAC member libraries in resource sharing. We are encouraged that Santa Cruz Public Library continues participation with MOBAC ILL and hope others who have withdrawn will consider renewing participation.

We request that Council encourage full participation of member libraries' designated ILL Committee representatives at quarterly ILL Committee meetings.

[Annual Reports](#) are posted to our Committee website:

- |                                      |                               |
|--------------------------------------|-------------------------------|
| 4. <b>Estimate funding need for:</b> | July - December 2017: \$00.00 |
|                                      | January - June 2018: \$300.00 |

## Annual Statistics – FY 2017 (July 1, 2016 – June 30, 2017)

The following statistics represent the Borrowing and Lending processes for both Within System (WIS) and Out of System (OOS) ILL for Loans (returnable materials) and Copies (articles and other non-returnable materials). These statistics represent ILL transactions processed through OCLC and do not reflect ILL transactions performed using other sources. Per OCLC, only requests that have an OCLC ILL record number as part of the request are counted.

### ILL Borrowing:

Although ILL Borrowing overall continues to experience a downward trend with FY 2017 showing a 4% decrease over FY 2016, several member libraries showed increased rates of borrowing for FY 2017.

### ILL Lending:

After an upward trend in FY 2015 and FY 2016, FY 2017 showed a 4% decrease over FY 2016.

The two (2) tables below represent the percent of Within System Borrowing .vs All Borrowing (Within and Out of System) for Loans and Copies ([blue table](#)) AND Within System Lending .vs All Lending (Within and Out of System) for Loans and Copies ([green table](#)) by MOBAC member library for FY 2017. *(Note: N/A indicates no data reported.)*

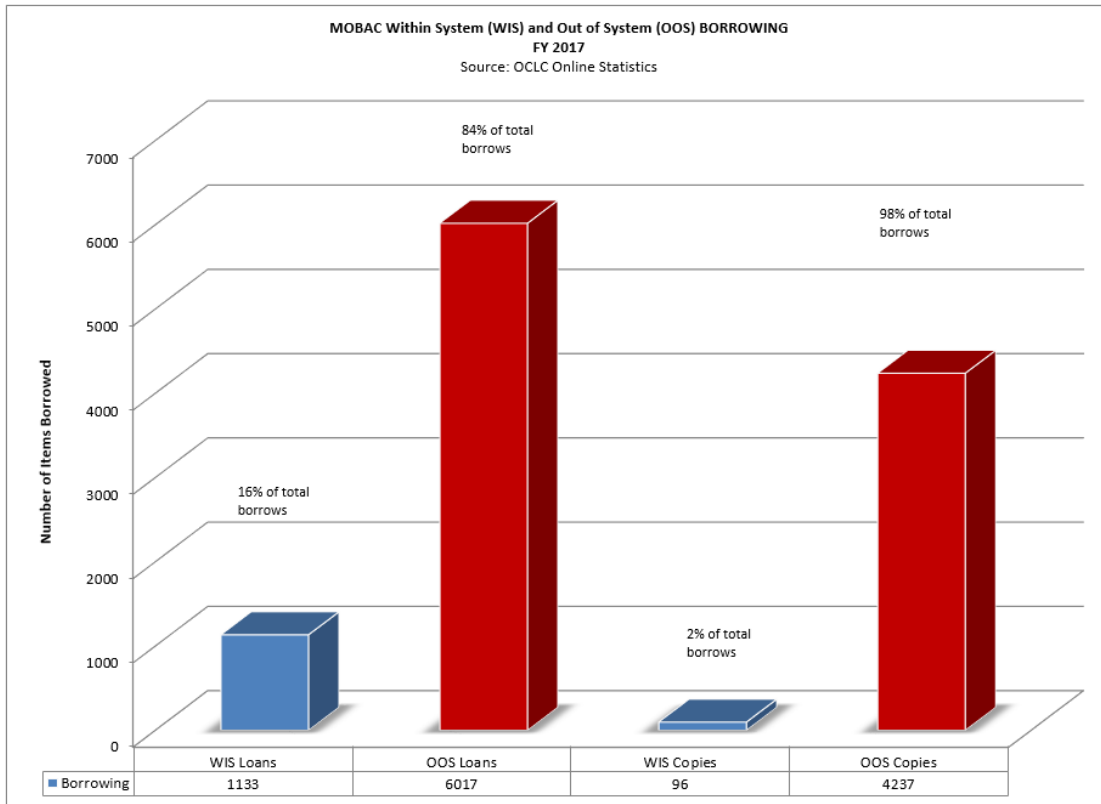
A sampling of charts for both Borrowing and Lending processes are shown below. Additional data for this FY and prior years can be viewed at our [Annual Statistics](#) website.

MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM BORROWING .VS ALL BORROWING	MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM BORROWING .VS ALL BORROWING
	LOANS – FY 2017		COPIES – FY 2017
CAB	36%	CAB	56%
CSUMB	4%	CSUMB	3%
DLI	2%	DLI	7%
GAV	62%	GAV	0%
HCL	28%	HCL	N/A
HML	39%	HML	6%
MCO	10%	MCO	20%
MIIS	31%	MIIS	11%
MPC	32%	MPC	26%
MPL	NON-PARTICIPANT	MPL	NON-PARTICIPANT
NPS	12%	NPS	1%
PGR	NON-PARTICIPANT	PGR	NON-PARTICIPANT
SAL	NON-PARTICIPANT	SAL	NON-PARTICIPANT
SBE	69%	SBE	N/A
SCZ	14%	SCZ	N/A
SJB	NON-PARTICIPANT	SJB	NON-PARTICIPANT
UCSC	3%	UCSC	0%
WAT	30%	WAT	33%

MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM LENDING .VS ALL LENDING	MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM LENDING .VS ALL LENDING
	LOANS – FY 2017		COPIES – FY 2017
CAB	58%	CAB	100%
CSUMB	9%	CSUMB	6%
DLI	4%	DLI	5%
GAV	17%	GAV	0%
HCL	57%	HCL	0%
HML	49%	HML	0%
MCO	15%	MCO	0%
MIIS	49%	MIIS	9%
MPC	23%	MPC	50%
MPL	NON-PARTICIPANT	MPL	NON-PARTICIPANT
NPS	4%	NPS	1%
PGR	NON-PARTICIPANT	PGR	NON-PARTICIPANT
SAL	NON-PARTICIPANT	SAL	NON-PARTICIPANT
SBE	79%	SBE	0%
SCZ	8%	SCZ	N/A
SJB	NON-PARTICIPANT	SJB	NON-PARTICIPANT
UCSC	10%	UCSC	3%
WAT	16%	WAT	0%

## Borrowing Charts

**Chart 1**



**Chart 2**

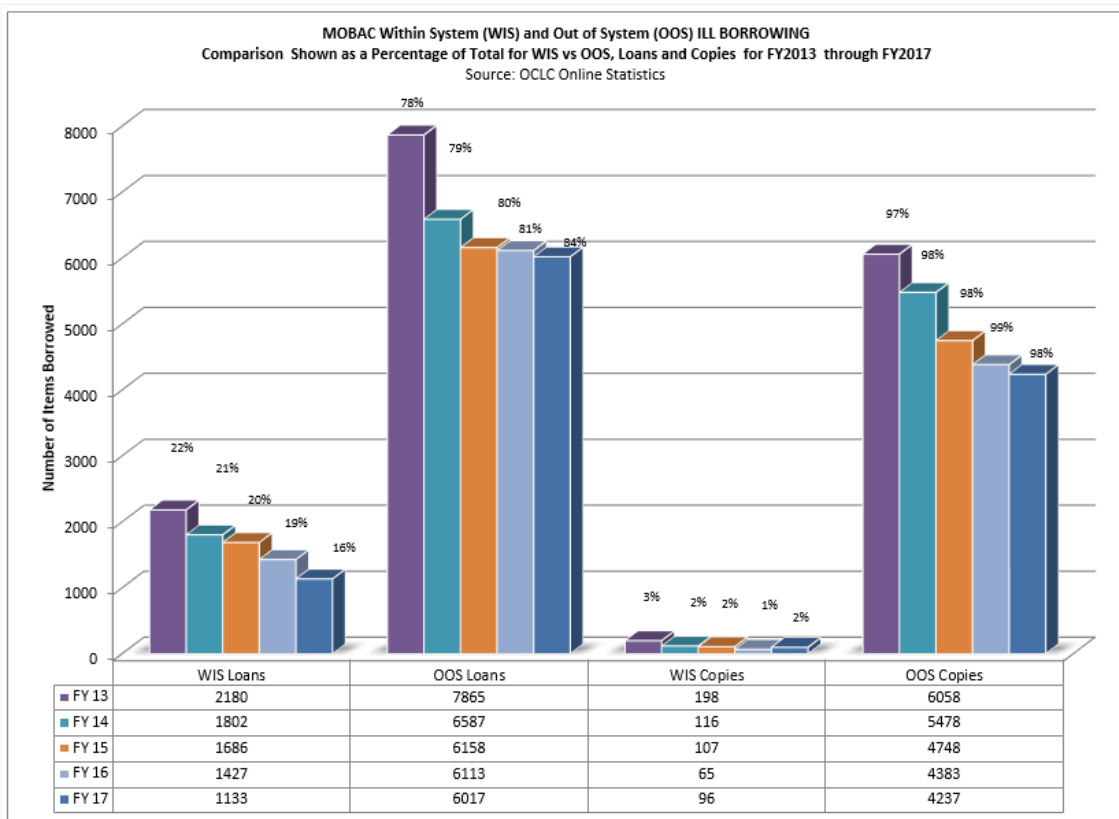


Chart 3

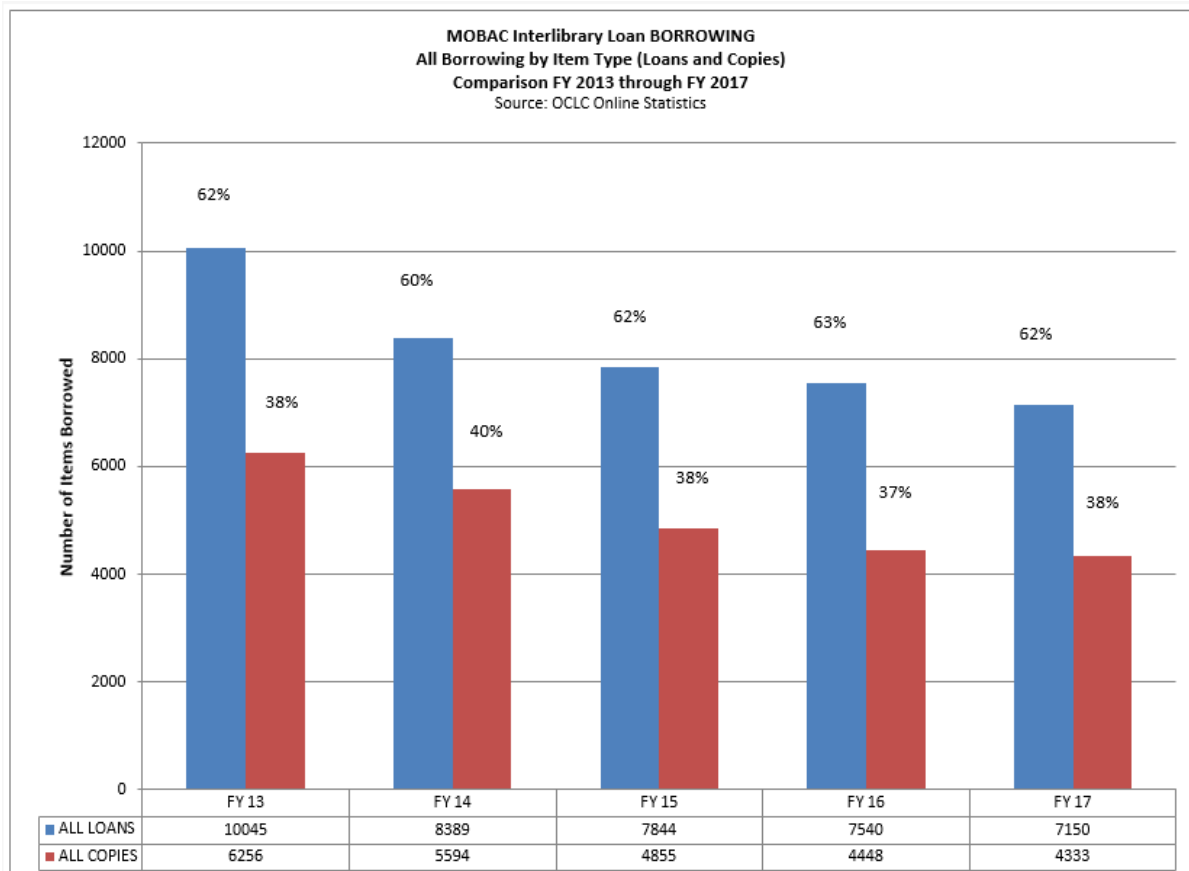
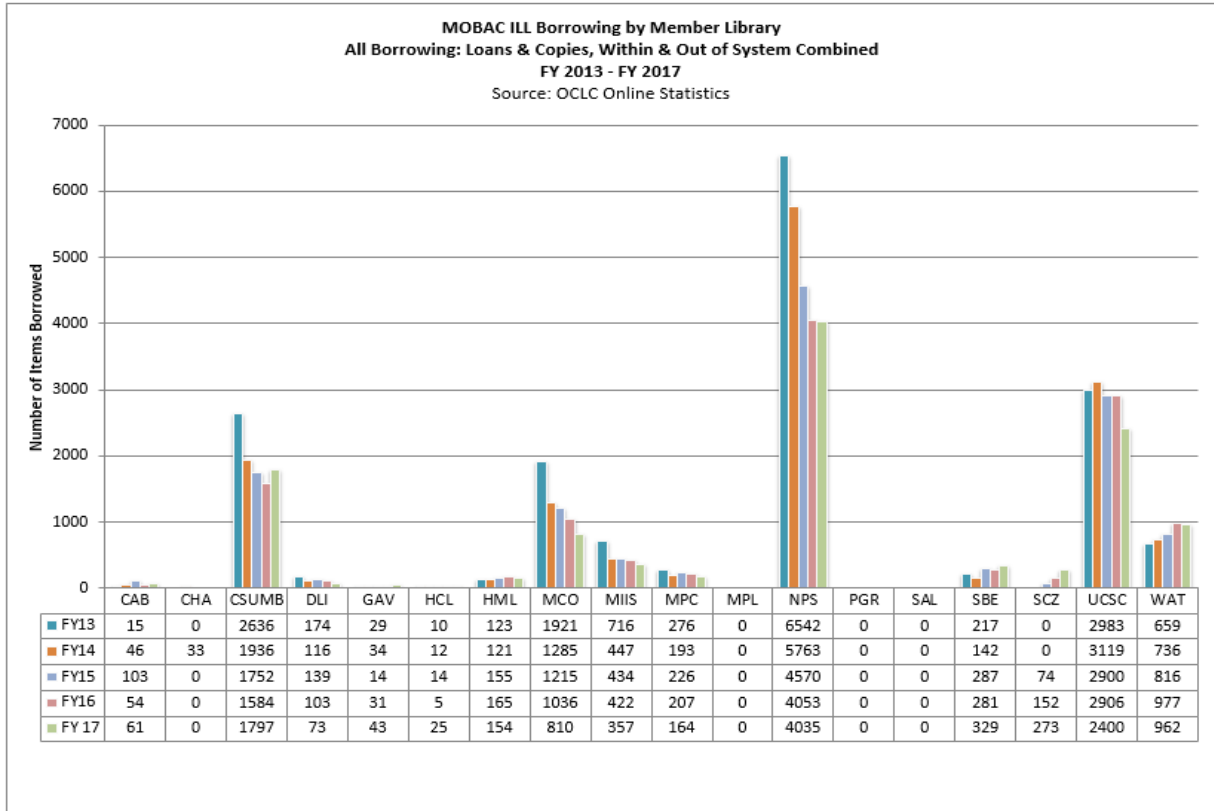
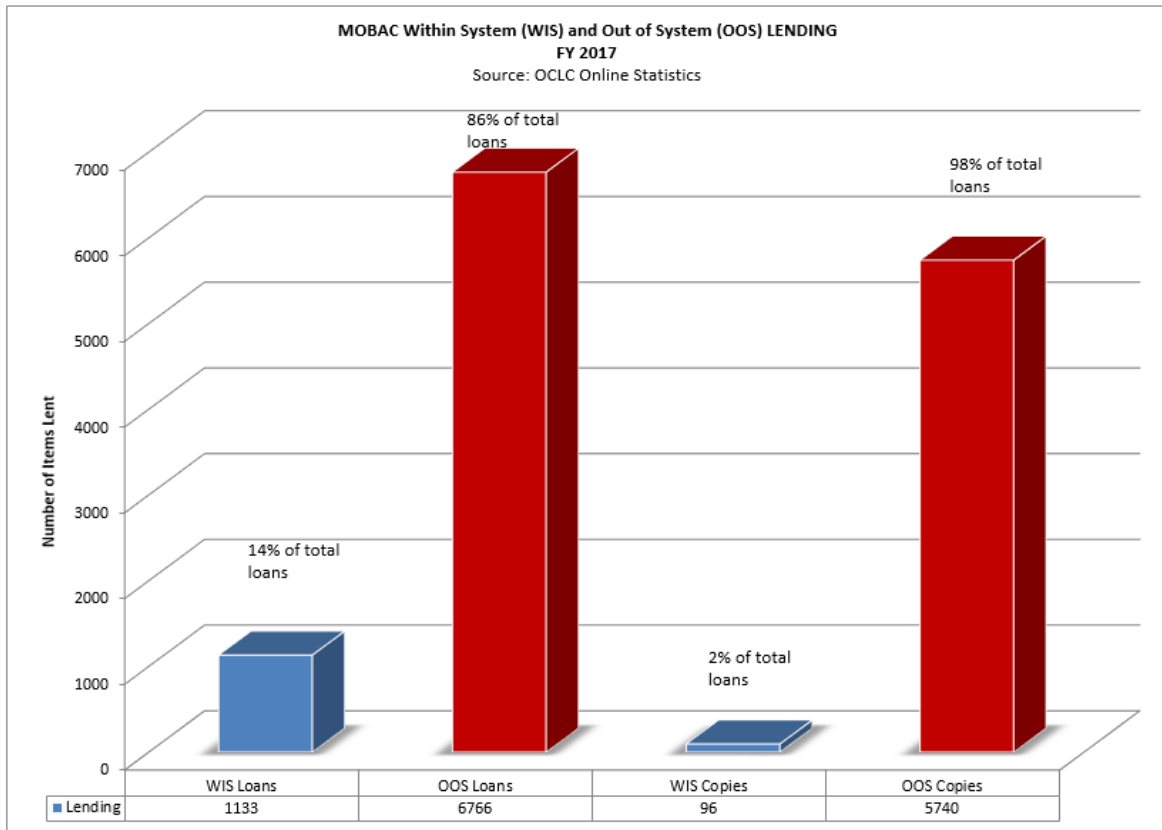


Chart 4



## Lending Charts

**Chart 5**



**Chart 6**

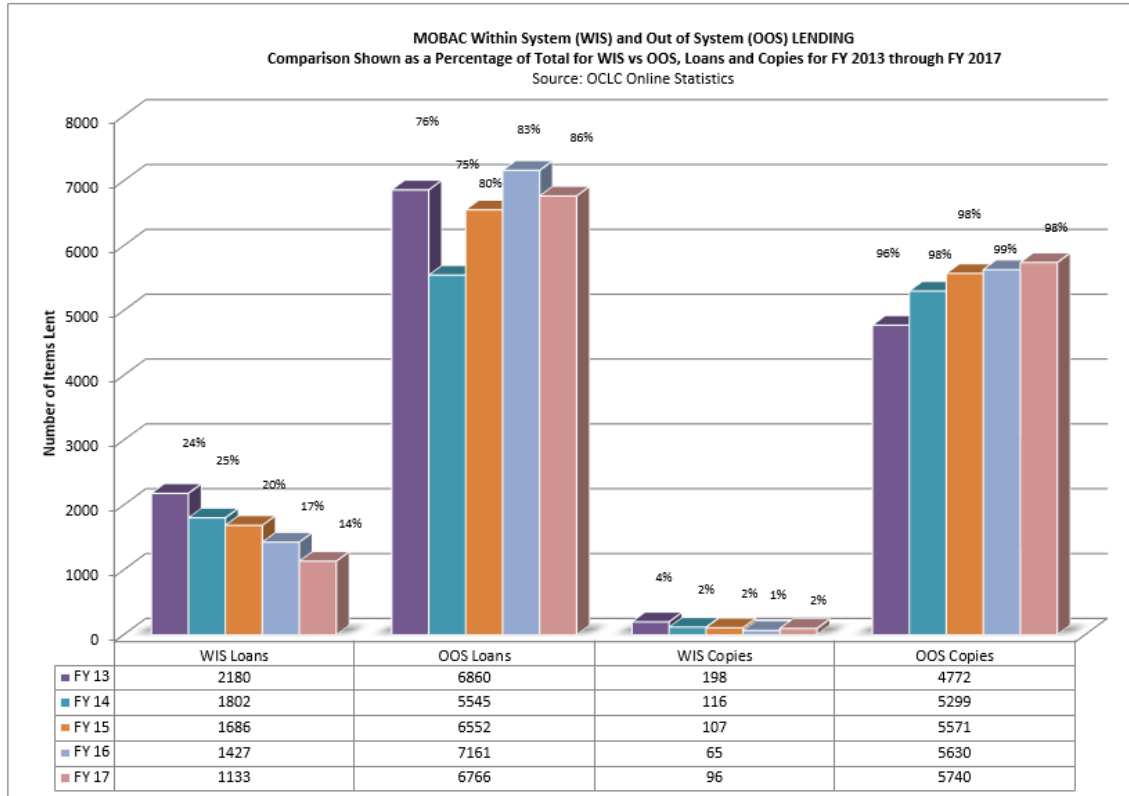


Chart 7

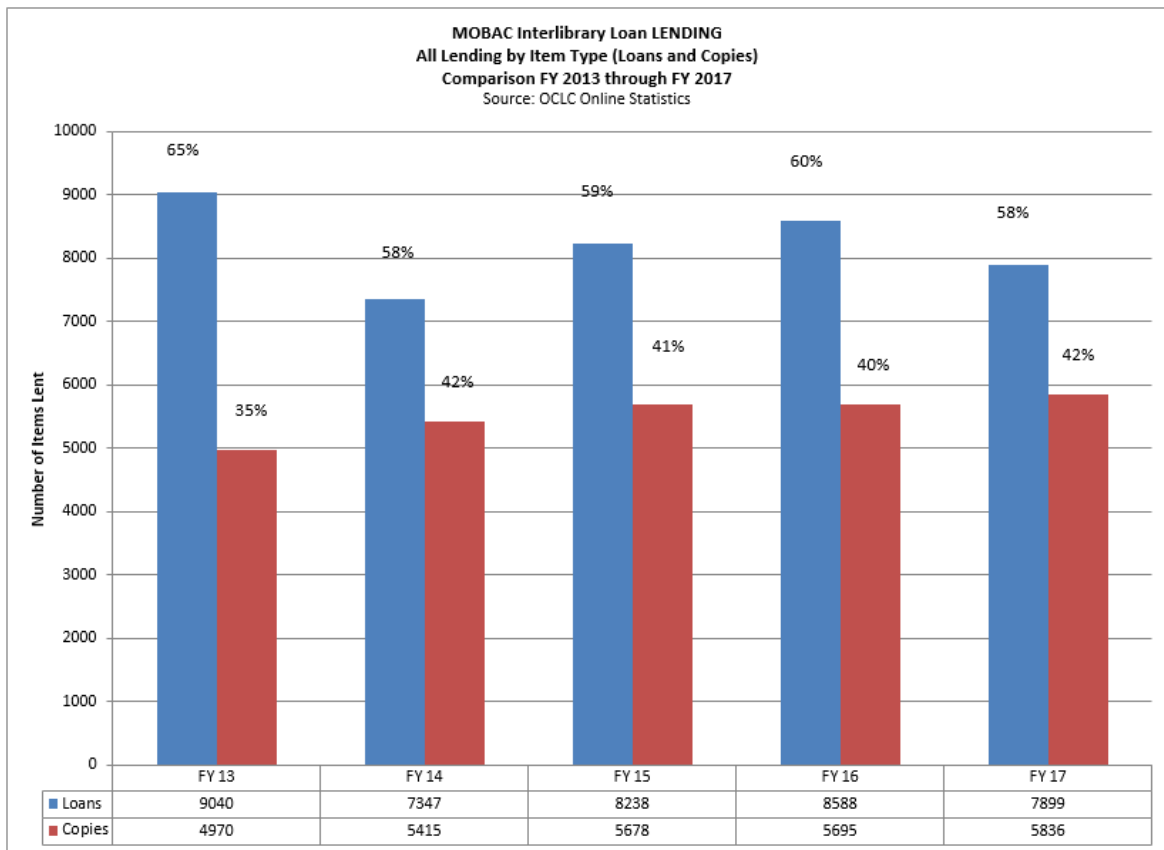
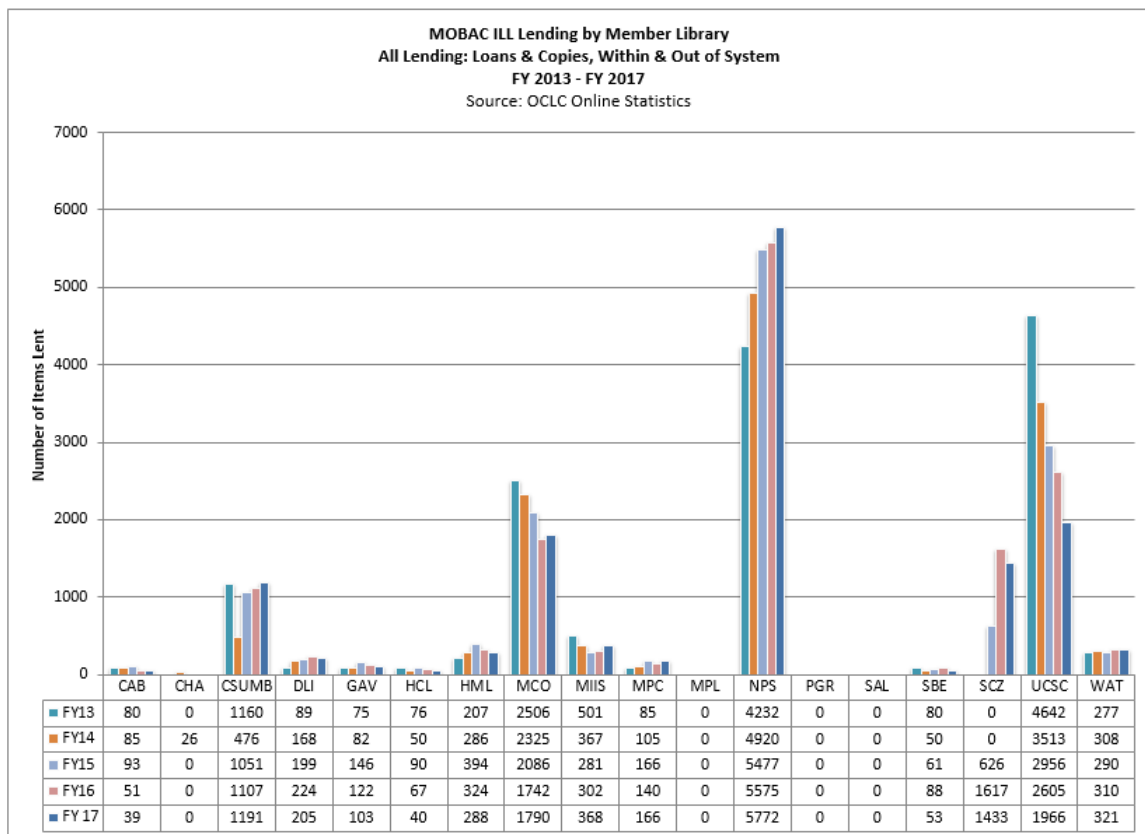


Chart 8



## Annual Report to MOBAC Administrative Council

Fiscal Year: FY 16/17

Committee: MOBAC Reference Committee

Chair: Ann Jacobson, Naval Postgraduate School. For the first six months of the year, Heather Geddes from Watsonville Public Library was co-Chair. She took a new position outside the system.

Committee Members

There was a fair amount of transition during the year. Members listed are those who participated at least once during the year and who were in place in June, 2017.

- Cabrillo College: Stacy Mueller (incoming co-Chair)
- CSUMB: Sarah Dahlen
- Harrison Memorial: Jean Chapin
- Hartnell College: Cynthia Ainsworth (incoming co-Chair)
- Monterey County Free Libraries: Kris Amaral
- Monterey Public Library: Ellie Anderson
- Naval Postgraduate School: Ann Jacobson
- Santa Cruz City-County Libraries: Julie Richardson
- UC Santa Cruz: Frank Gravier
- Watsonville Public Library: Alicia Martinez

### 1. What did your committee accomplish during the last year?

- We met 7 times at various locations with representatives of member libraries to provide opportunities for professional growth and knowledge sharing.
- We offered a very successful workshop (Cool Tools for Online Learning) with 23 participants representing 10 libraries (5 Academic and 5 Public). We had a featured guest speaker (Gary Lopez) and a panel of 4 (3 MOBAC Librarians and 1 CSUMB Library Intern).
- Most members ensured that the services information on the MOBAC website was updated for their library.

- We conducted a survey of committee members regarding the structure and focus of the committee and committee meetings, and made some changes based on the results, including decreasing the frequency of meetings, restructuring the meetings to incorporate more opportunities for meaningful discussion, and starting work on a new committee charge. This appears to be re-energizing our members.

## **2. What activities, workshops, etc. are you planning for the coming year?**

- Our fall workshop is scheduled for October 27, 2017. The speaker is Dr. Veronica Neal and the topic is providing equitable service to our diverse communities. We think it will be of broad interest to both MOBAC and PLP libraries, and plan to publicize it extensively.
- The Committee has had a lot of interest in and discussion about doing something related to the local history collections of member libraries. So in the Spring we may focus on preparing for a Fall workshop on that topic since it will require a lot of legwork.
- We also intend to finalize our proposed revised committee charge to present to the Admin Council.

## **3. Are there any obstacles/issues/challenges you wish to convey?**

Although Zoom has helped a bit with attendance as it enables members to participate virtually, most members are still challenged to regularly attend meetings, and many libraries either do not have a staff member assigned to the committee, or the member is “on paper” only. As of July 2017, of the 18 libraries listed on the roster, there are 6 open slots and 2 inactive members.

- The turnover rate for members at some libraries places extra responsibility on more regular members.
- Many libraries no longer have a “head of reference” or another reference librarian available to participate, leading to fewer active committee participants and fewer meeting attendees.
- Members are not able to regularly attend meetings and workshops due to staffing and other constraints; however, as mentioned above, we have had some success including staff via Zoom.

**4) Estimate funding need for July –December 2017: \$650 (already approved).**

January-June 2018: funding requirements not clear yet, depends on project(s) we decide to do

Prepared on behalf of the MOBAC Reference Committee by Ann Jacobson, 2016/17 Chair, and Stacy Mueller and Cynthia Ainsworth, Co-chairs 2017/18

## Annual Report to MOBAC Administrative Council

Fiscal Year: FY 16/17

Committee: **SPLAMBA**

Committee Member & Chair:

Be Astengo-MCFL-Co-Chair

Don Gardner-SPL-Co-Chair

Ellie Anderson-MPL

Scott Rader-MPL

Courtney Amparo-MCFL

Jane Wallace-MCFL

Susan Nilsson-WPL

Jeanne O'Grady-SCPL

Alison Jackson-PGPL

Grace Melady-HML

Date: 7/15/17

**1. What did your committee accomplish during the last year?**

- Shared current literature for children and teens
- Discussed and shared ideas for summer reading programs, performers and topics
- Started working on a booklist with a focus on diversity
- Hosted a workshop on "**Benefits of Play**" with speakers from CSUMB and Hartnell College
- Started engaging remote meetings with attendees using Zoom.
- Agreed to 2 co-chairs to share responsibilities
- Met 10 times this year with breaks in July and December

**2. What activities, workshops, etc. are you planning for the coming year?**

- We are planning to host a workshop on "Diversity in Children's Literature" in the spring of 2018
- We will complete and distribute the "Diversity in Children's Literature" booklist
- We will continue to share current literature for children and teens
- We will discuss issues of importance to children and libraries and children and learning
- We plan to meet 10 times at different member libraries

**3. Are there any obstacles/issues/challenges you wish to convey?**

- Time and travel continue to be the biggest obstacles to getting the group together, however, as members get more comfortable with Zoom, we will use that more frequently
- Attendance at meetings fluctuates at each meeting
- Monthly meetings work best in order to give everyone a chance to attend
- Because of the costs of printing booklists we will request funds in the spring

**4) Estimate funding need for July –December 2017:\$\_\_\_\_\_**

January-June 2018:\$\_\_\_\_600.00\_\_

- We plan to use the funds to print booklist on “Diversity in Children’s Literature”
- We plan to host a workshop on “Diversity in Children’s Literature” in March 2018 in Marina
- Funds will used for workshop handouts and flyers
- Funds will be used for the workshop refreshments

## Annual Report to MOBAC Administrative Council

**Fiscal Year:** 2016-2017

**Committee:** MOBAC Technology Committee

**Committee Member & Chair:** Glenn Tozier (MPC) & Kristen Cardoso (MIIS)

**Active Committee Members:** Kris Amaral (MCFL), Kristen Cardoso (MIIS), Stacy DeMatteo (NPS), Katie O'Connell (HML), Mila Rianto (SPL), Aloha Sargent (Cabrillo), Kim Smith (MPL), Deborah Stephens (Hartnell), Glenn Swift Tozier (MPC), Steve Watkins (CSUMB), Stacey Wiens (PGPL)

**Date:** August 31, 2017

### 1. What did your committee accomplish during the last year?

- We held ten meetings throughout the fiscal year, including two that were held entirely virtually with participants connecting through Zoom. One committee chair attended and reported on three MOBAC Administrative Council meetings, with a member of the MOBAC Reference Committee carrying our proxy for the fourth Administrative Council meeting.
- On Friday, April 28<sup>th</sup> we held a workshop called "Lock Your Barn...While You Still Have a Horse: A Workshop on Cybersecurity for Everyone." The program included Karen Kerno from NPS on "Google Analytics for Security," Stacy DeMatteo from NPS on "Security Best Practices," and Glenn Tozier from MPC on "Password Management Tools." The workshop was well attended, and the first two presentations may be viewed on the MOBAC YouTube channel.
- This year we welcomed several new committee members, including Katie O'Connell (HML), Kim Smith (MPL), Aloha Sargent (Cabrillo), Mila Rianto (SPL), and Kris Amaral (MCFL). <http://www.mobac.org/committees/technology-committee/>

### 2. What activities, workshops, etc. are you planning for the coming year?

- We are currently discussing a workshop on navigating relationships between libraries and IT departments or professionals, and are also considering a workshop on virtual reality in libraries since several local public libraries have recently received Oculus Rift sets.

3. Are there any obstacles/issues/challenges you wish to convey?

- We had challenges in regards to workshops in relying on our own resources/technical skills and having a limited budget for speakers.

4) Estimate funding need for July –December 2017: \$ 500

January-June 2018: \$ 500