

MOBAC Administrative Council
Friday, December 11, 2015
9:30 a.m. – 12:00 p.m.

Monterey Peninsula College Library
980 Fremont Street
Monterey, CA 93940
831-646-4095

REVISED

1. Call to order, introductions, announcements, proxies
2. Approval of Agenda
3. Minutes of the meeting of October 9, 2015 Attachment 1
4. Administrative business
 - A. PLP Update – Romero/ Addleman
 - B. Califa Update - Uhlinger
 - C. Goals and Action Plan update Attachment 2
5. Reports
 - A. ILL – Report Irma Fink
 - B. Reference – Report Be Astengo
 - C. SPLAMBA – Report Don Gardner
 - D. Technology – Report Kristen Cardoso and Glenn Tozier
 - E. Literacy – Report Cathy Andrews
 - F. MOBAC Chair: Eleanor Uhlinger
 - G. MOBAC Administration: Susan Hildreth

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
8. Adjournment

Parking:

If you RSVP to this meeting before December 7, 2015, you will receive a parking permit in your email from Monterey Peninsula College with instructions to where you can park.

For those who didn't RSVP before December 7, 2015, parking permits are \$2.00 each; you need quarters!

You can park anywhere **BUT** the J lot.

Directions

From NORTH:

1. Take CA1 South toward Monterey.
2. Take ramp toward Monterey/Fisherman's Wharf/ Monterey Peninsula College
3. Turn left at first signal light, Camino Aguajito
4. Turn right at next signal light and then right at yield sign onto Via Lavandera
5. Follow Via Lavandera to Parking

From SOUTH:

1. Take Aguajito Road exit
2. Turn left at stop sign and continue under Freeway
3. Turn left at first signal light
4. Turn right at yield sign onto Via Lavandera
5. Follow Via Lavandera to Parking

SECURITY: 646-4099 - STUDENT HEALTH SERVICES: 646-4017 - INFO 646-4000



<p>ADM - ADMINISTRATION</p> <ul style="list-style-type: none"> Fiscal Services Human Resources Information Center Information Technology MPC Foundation President's Office Public Information Office VP, Academic Affairs VP, Administrative Services VP, Student Services 	<p>GC - GENERAL CLASSROOMS</p>	<p>PS - PHYSICAL SCIENCE</p> <ul style="list-style-type: none"> Physical Science Division Office
<p>AC - ART CERAMICS</p>	<p>GA - GRAPHIC ARTS</p>	<p>SS - SOCIAL SCIENCE</p> <ul style="list-style-type: none"> Social Science Division Office
<p>AD - ART DIMENSIONAL</p> <ul style="list-style-type: none"> Jewelry and Metal Arts Sculpture 	<p>GYM - GYMNASIUM / PE</p> <ul style="list-style-type: none"> PE Division Office/Classrooms 	<p>SC - STUDENT CENTER</p> <ul style="list-style-type: none"> Almaden Lounge Associated Students of MPC (ASMP) Bookstore Cafeteria Costanoan Room Security - Phone 646-4099 Student Activities Office TRIO Learning Center Veterans' Center
<p>AG - ART GALLERY</p>	<p>HU - HUMANITIES</p>	<p>SPS - SEASIDE PUBLIC SAFETY TRAINING CENTER - PSTC</p>
<p>AS - ART STUDIO</p> <ul style="list-style-type: none"> Creative Arts Division Office 	<p>HSS - HUMANITIES/SUPPORTIVE SERVICES</p> <ul style="list-style-type: none"> Humanities Division Office High Tech Center Supportive Services Instructional Labs 	<p>STS - STUDENT SERVICES</p> <ul style="list-style-type: none"> Access Resource Center (Formerly: Supportive Services & Instruction) Admissions & Records Assessment Center CalWorks Career/Transfer Resource Center Cooperative Agencies Resources for Education (CARE) Counseling Dean of Student Services Extended Opportunity Programs & Services (EOPS) International Student Programs Job Center Student Financial Services Student Health/Psychological Services Supportive Services & Instruction (Now: Access Resource Center) Testing Center TRIO Offices
<p>AT - AUTOMOTIVE TECHNOLOGY</p>	<p>IC - INTERNATIONAL CENTER</p> <ul style="list-style-type: none"> International Student Programs @ STS 	<p>T - MODULAR VILLAGE</p> <ul style="list-style-type: none"> T100 through T600
<p>BMC - BUSINESS MATH & COMPUTER SCIENCE</p> <ul style="list-style-type: none"> Business & Computer Science Division Office Business Skills Center Cooperative Work Experience Math Learning Center 	<p>LF - LECTURE FORUM</p> <ul style="list-style-type: none"> Marine Advanced Technology Education (MATE) Center 	<p>TH - THEATER</p> <ul style="list-style-type: none"> Box Office
<p>CDC - CHILD DEVELOPMENT CENTER</p>	<p>LTC - LIBRARY & TECHNOLOGY CENTER</p> <ul style="list-style-type: none"> Academic Support Center English & Study Skills Center English as a Second Language Lab Food for Thought Lounge Instructional Research Instructional Technology Department Reading Center Sam Karas Room Leon Stutzman Seminar Room 	
<p>DA - DANCE & ADAPTIVE PE</p>	<p>LS - LIFE SCIENCE</p> <ul style="list-style-type: none"> Life Science Division Office 	
<p>FACILITIES</p>	<p>MA - MARINA EDUCATION CENTER - MEC</p>	
<p>FC - FAMILY & CONSUMER SCIENCE</p>	<p>MU - MUSIC</p>	
<p>FTC - FITNESS TRAINING CENTER</p>	<p>NU - NURSING</p> <ul style="list-style-type: none"> Nursing Division Office 	

MOBAC Administrative Council

Friday, October 9, 2015

Salinas Public Library-John Steinbeck Library

350 Lincoln Ave,

Salinas, CA 93901

9:30 a.m. – 12:00 p.m.

Action Minutes

Council: Eleanor Uhlinger (NPS), Peter Liu (MIS), Cynthia Bojorquez (SAL), Georg Romero (CAB), Jayanti Addleman (MCFL), Carol Heitzig (WAT), Frank Wojcik (CSUMB)

Others: Irma Fink (NPS), Donna Truong (MOBAC), John Bono (UCSC), Deborah Stephens (HCL), Glenn Tozier (MPC), Don Gardner (SAL), Kris Amaral (SAL)

Proxies: Deborah Stephens for Peggy Mayfield (HCL), Glenn Tozier for Deborah Ruiz (MPC) and John Bono for Elizabeth Cowell (UCSC)

The October 9, 2015 meeting was held at Salinas Public Library, John Steinbeck, and chaired by Uhlinger.

1. Agenda: Adopted (Addleman/Liu).
2. Minutes: June 12, 2015 approved (Addleman/Bono).
3. PLP Update: Romero and many MOBAC directors attended PLP's strategic planning meeting in Los Gatos, early October . A report will be available at the next PLP Executive Committee meeting. A PLP orientation will be held in November at San Mateo office for new directors, board and trustee members to learn more about PLP.
4. Mutual Aid Agreement among MOBAC libraries is on hold due to lack of interest at this time
5. Goals and Action Plan Update:

Goals	Date to Complete	Leadership Team
A. <u>COMMUNICATION</u>		
1. Maintain awareness of Broadband issues as statewide initiatives move forward.	On-going	Landers/Addleman
2. Identify strategies to encourage information sharing between MOBAC and PLP.		Addleman/Uhlinger
3. Finalize Admin Council committee	✓ April	Uhlinger

attendance policies and procedures <i>No longer need appoint Director as liaison to specific committee</i>	2015	
B. STAFF DEVELOPMENT		
1. Encourage MOBAC member libraries to participate in the PLP Talent Exchange Program.		Addleman
2. Evaluate value of recording workshops and other MOBAC sponsored training.	<i>In progress-survey questions out</i>	Silveria/Technology Committee
3. Based on results above, publicize and promote recorded sessions to MOBAC and PLP member libraries and their staff.		Silveria/Technology Committee

Goals	Date to Complete	Leadership Team
C. TECHNOLOGY		
1. Explore options for holding remote meetings. <i>Survey/workshop this Fall</i>	✓ June 2015	Silveria/Technology Committee
2. Establish clearinghouse of meeting room capabilities of MOBAC member libraries.	✓ June 2015	Technology Committee
3. Develop procedures to regularly update meeting room capabilities clearinghouse.	✓ June 2015	Technology Committee
D. FUNDING AND ADVOCACY		
1. Develop a financial plan for managing the fund balance.	<i>August 2015-wait until PLP Strategic Plan completed</i>	Uhlinger/Addleman
2. Develop a process for participating in advocacy efforts related to California legislation and budget matters of interest to libraries.	On-going (example: "Day in the District" legislative days)	Addleman/Liu
E. LOCAL IDENTITY		
1. Review the content of the Library Services Survey.	✓ May 2015	Romero/Reference Chair
2. Formalize the process for updating the Library Services Survey.	✓ May 2015	Romero/Reference Chair

6. All committees gave their annual reports.

7. News was shared by libraries attending.

Next MOBAC Council meeting: Monterey Peninsula College Library, December 11, 2015

Goals and Action Plan

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2. Identify strategies to encourage information sharing between MOBAC and PLP.		Addleman
3. Finalize Admin Council committee attendance policies and procedures <i>No longer need appoint Director as liaison to specific committee</i>	✓ April 2015	Uhlinger
B. <u>STAFF DEVELOPMENT</u>		
1. Encourage MOBAC member libraries to participate in the PLP Talent Exchange Program.		Addleman
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Update 10.9.15

✓ =completed