MOBAC

MOBAC Administrative Council
March 19, 2021
9:30 a.m. via Zoom

https://us02web.zoom.us/j/84920052455?pwd=QTdMREF3dlVHZGFOOEJYbXMzY0xqdz09
Meeting ID: 849 2005 2455; Passcode: 311105
Call-in Option: (669) 900 - 6833

1. Call to Order, Introductions, Announcements, Proxies | Wright

2. Approval of Consent Calendar (Action Item)

   A. Approval of Agenda | Wright

   B. Approval of Minutes of December 18, 2020 Meeting | Wright | Attachment 1 pg. 3

3. Administrative Business

   A. Committee Program Updates and Funding Requests (Action Item) | Wright

   B. Review and Approval of Recommendations from Nominating Committee for FY 2020/21 Chair and Vice-Chair (Action Item) | Wright | Attachment 2 pg. 5

   C. New MOBAC Representative for PLP Executive Committee (Action Item) | Wright

   D. Review and Approval of Revised ILL Committee Charge (Action Item) | Fink | Attachment 3 pg. 6

   E. Review of Current FY 2020/21 OCLC Contract | Wright | Attachment 4 pg. 7

   F. MOBAC Website Update | Wright

   G. MOBAC Listserv Update | Alvarez

   H. COVID-19 Updates | Wright

   I. PLP Update | Nemitz/Waite

4. Reports

   A. ILL | Fink/Chapin

   B. Reference | Addison/Briscoe

   C. SPLAMBA | O'Grady

   D. Technology | O'Connell/Cardoso

MOBAC

Monterey Bay Area Cooperative Library System
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Phone (650) 349-5538 Fax (650) 349-5089

E. Literacy — Andrews

F. Harwood Ad-Hoc Committee — Waite/Wright

G. KOHA ILS Committee — Wright

H. MOBAC Chair — Wright

I. MOBAC Administration — Frost

5. 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.)

6. Other Business

A. News from libraries

B. Agenda items and location for next meeting on June 18, 2021

7. Adjournment

Due To The State Of California's Declaration Of Emergency – This Meeting Is Being Held Pursuant To Authorization From Governor Newsom's Executive Order N 29-20

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) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

MOBAC

MOBAC Administrative Council
December 18, 2020
9:30 a.m. via Zoom

Action Minutes

Council: Michelle Morton (CAB); Deborah Stephens (HCL); Ashlee Wright (HML); Hillary Theyer (MCFL); Inga Waite (MPL); Tom Rosko (NPS); Nora Conte (SBC); Susan Nemitz (SCPL); Rochelle Eagen (SJB); Alicia Martinez (WAT);

Proxies: Inga Waite for Diana Godwin (PGL); Michelle Morton for Frank Wojcik (CSUMB);

Others: Carol Frost (PLP); Yemila Alvarez (PLP); David Addison (Reference Committee); Kristen Cardoso (Technology Committee); Irma Fink (ILL Committee); Cathy Andrews (Literacy Committee); Katie O'Connell (Technology Committee); Erin Baxter (SBC);

1. Call to Order, Introductions, Announcements, Proxies
   Meeting called to order at 9:36am by Vice-Chair Theyer. Proxies were announced.

2. Approval of Consent Calendar
   A. Approval of Agenda
   B. Approval of Minutes of September 18, 2020 Meeting

   The Consent Calendar was approved unanimously as presented by roll call vote. (Waite/Morton)

3. Administrative Business
   A. Committee Program Updates and Funding Requests
      A motion was made and passed to approve that SPLAMBA submit the request for $200 to PLP. (Waite/Morton). The motion passed unanimously via roll-call vote.

   B. Nominating Committee Formation
      Frost presented the item stating the committee is being formed to select the Vice Chair. Wright joined the meeting at 9:48am and Theyer yielded the meeting to Wright. Waite, Stephens, and Wright will be the nominating committee.

   C. MOBAC Website Update
      Wright shared the three designs previously presented to the website committee from the web developer. The website committee was given autonomy to move forward in the design as needed and call a special meeting if additional input is needed from the Council.

Nemitz (Santa Cruz) joined the meeting at 10:07am

    D. MOBAC Listserv Discussion
        A motion was made and passed unanimously via roll call vote to migrate all MOBAC listservs to PLP ownership (Nemitz/Theyer). This will be done as part of the website redesign.

    E. COVID-19 Updates
        The libraries shared announcements regarding COVID and current practices in response to the stay-at-home order.

    F. PLP Update
        PLP is working on a grant proposal regarding social justice and intellectual freedom. The professional development activities for executive leadership and middle management have been aligned with the fiscal year. SVLS has established guidelines for sharing lists for acquisition of international language materials and will be inviting PLP member to join the process.

4. Reports
    SPLAMBA had no representation. All other committees shared oral reports.

5. MOBAC Administration
    CLSA claim forms are coming soon for public libraries.

6. Public Comment – None

7. Other Business
    A. News from libraries
        The libraries shared announcements.

    B. Agenda items and location for next meeting on March 19, 2020
        1. Nominating Committee Report
        2. Standing Items
        3. Update from National Library Week
        4. Alicia Martinez – please add to the distribution lists

8. Adjournment at 11:19 AM.

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MOBAC Term Limits and Appointment

From the Bylaws:

"*IV. OFFICERS*

A. The officers of the Administrative Council shall be: Chair, Vice-Chair (whose duties include serving as Chair-Elect), and immediate Past-Chair.

B. The term of office shall be for one year.

C. Special elections shall be held as needed to fill vacancies.

D. No officer may serve more than two (2) successive terms."

"*V. COMMITTEES*

B. The Nominating Committee shall be appointed annually by the Administrative Council Chair and will present a slate of Administrative Council officers for voting and approval at the Annual meeting."

MOBAC Administrative Council Chairs Chronology

	Chair	Vice-Chair
2021/22	Hillary Theyer - public	
2020/21	Ashley Wright - public	Hillary Theyer - public
2019/20	George Romero - academic	Ashley Wright - public
2018/19:	Inga Waite - public	Peter Liu - academic
2017/18:	Frank Wojcik - academic	Inga Waite - public
2016/17	Carol Heitzig - Academic	Frank Wojcik - academic
2015/16:	Eleanor Uhlinger - academic	Carol Heitzig - public
2014/15	Eleanor Uhlinger - academic	Carol Heitzig - public
2013/14:	Kim Bui-Burton - public	Eleanor Uhlinger - academic

Recommendation

It is recommended that the MOBAC Administrative Council approve the Nominating Committee recommendation for Vice-Chair for Fiscal Year 2021/22.

MEMBER LIBRARIES - CABRILLO COLLEGE LIBRARY • CALIFORNIA STATE UNIVERSITY, MONTEREY BAY LIBRARY • GAVILAN COLLEGE LIBRARY • HARRISON MEMORIAL LIBRARY (CARMEL) • HARTNELL COLLEGE LIBRARY • MONTEREY COUNTY FREE LIBRARIES • MONTEREY INSTITUTE of INTERNATIONAL STUDIES LIBRARY • MONTEREY PENINSULA COLLEGE LIBRARY • MONTEREY PUBLIC LIBRARY • NAVAL POSTGRADUATE SCHOOL, DUDLEY KNOX LIBRARY • PACIFIC GROVE PUBLIC LIBRARY • SALINAS PUBLIC LIBRARY • SAN BENITO COUNTY FREE LIBRARY • SAN JUAN BAUTISTA CITY LIBRARY • SANTA CRUZ CITY/COUNTY LIBRARY • UNIVERSITY of CALIFORNIA at SANTA CRUZ LIBRARY • WATSONVILLE PUBLIC LIBRARY

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To: **MOBAC Administrative Council**
From: **MOBAC Interlibrary Loan Committee**
Subject: **Update to the Committee Charge**
Date: **March 19, 2021**

Background:

Due to reduced member library participation in MOBAC Interlibrary Loan service in recent years, at its October 2019 meeting, Council requested that the MOBAC Interlibrary Loan Committee draft a revision to the current committee charge to incorporate resource sharing.

> Original Charge:
>
> *The MOBAC Interlibrary Loan Committee is the advisory group, which makes recommendations to the MOBAC Administrative Council to improve and maintain interlibrary loan service throughout the System regarding efficient interlibrary loan communication, accurate interlibrary loan tools, and trained and efficient interlibrary loan staff.*

Discussion:

Then Council Chair, Georg Romero (CAB), advised that the intent for including resource sharing in the charge was to enable interlibrary loan (and document delivery) borrowing and lending activities among all members and not to just those who use OCLC WorldShare ILL for resource sharing.

At several subsequent meetings, the committee reviewed and discussed revisions to the charge and agrees with the need to be inclusive as members explore alternatives to OCLC. There is agreement to move forward with revisions to the original ILL Committee charge to include consideration for changing the committee name to the *MOBAC Resource Sharing Committee*.

Committee Recommendation:

> **MOBAC Resource Sharing Committee**
>
> **The MOBAC Resource Sharing Committee is the advisory group, which makes recommendations to the MOBAC Administrative Council to improve and maintain resource sharing and interlibrary loan/document delivery service throughout the System with regard to efficient communication, accurate tools, and trained and efficient resource sharing/interlibrary loan staff.**

OCLC Group Services Pricing
Monterey Bay Area Cooperative Library System (MOBAC)

May 8, 2020

Andrew Yon
Monterey Bay Area Cooperative Library System (MOBAC)
2471 Flores Street
San Mateo, CA 94403

	July 1, 2020-June 30, 2021
OCLC Cataloging and Metadata Subscription	$80,501.40
WorldShare ILL Subscription	$29,770.92
FirstSearch/WorldCat Discovery (Included Libraries Listed Below)	$19,384.68
TOTAL GROUP SERVICES	**$129,657.00**

Subscription Renewal Date: July 1, 2020 - June 30, 2021

Notes:

Pricing is valid through June 30, 2020.

Billing frequency is monthly and is billed to the individual libraries, with the following exceptions that bill annually:

Naval Postgraduate School, Dudley Knox Library	AD#
Monterey Peninsula College Library	MTJ
Cabrillo College Library	CC8

ILL Fee Management (IFM) Libraries: please note that IFM is not included in the above subscription, as activity for IFM is tracked on a transaction basis and pricing is set by the libraries involved.

See Attachment 1 for individual OCLC Cataloging and Metadata and WorldShare ILL pricing. FirstSearch/WorldCat Discovery pricing is listed below.

Individual Library Pricing for FirstSearch/WorldCat Discovery		
Institution Name	Symbol	July 1, 2020 - June 30, 2021
Harrison Memorial Library	JQS	$1,124.52
Monterey County Free Libraries	JRB	$7,284.36
Monterey Peninsula College Library	MTJ	$2,192.88
Santa Cruz Public Libraries	JTA	$6,212.52
Watsonville Public Library	WTX	$2,570.40
TOTAL		**$19,384.68**

OCLC Group Services Pricing
Monterey Bay Area Cooperative Library System (MOBAC)
Subscription Period: July 1, 2020 - June 30, 2021

Attachment 1

Institution Symbol	Institution Name	Cataloging and Metadata	WorldShare ILL	Total
MOBAC Participating Libraries				
CC8	Cabrillo College Library	$9,435.24	$1,296.24	$10,731.48
MB@	California State University Monterey Bay Library	$6,491.64	$9,882.60	$16,374.24
GAVCL	Gavilan College Library	$323.28	$417.00	$740.28
JQS	Harrison Memorial Library	$7,998.96	$112.56	$8,111.52
HCK	Hartnell College Library	$6,533.64	$267.48	$6,801.12
MIO	Middlebury Institute of International Studies at Monterey	$323.64	$429.96	$753.60
JRB	Monterey County Free Libraries	$20,793.36	$1,814.16	$22,607.52
MTJ	Monterey Peninsula College Library	$5,807.16	$850.20	$6,657.36
AD#	Naval Postgraduate School, Dudley Knox Library	$12,600.00	$8,261.76	$20,861.76
JRV	San Benito County Free Library	$286.08	$1,329.48	$1,615.56
JTA	Santa Cruz Public Libraries	$4,631.16	$3,583.20	$8,214.36
WTX	Watsonville Public Library	$5,277.24	$1,526.28	$6,803.52
		$80,501.40	**$29,770.92**	**$110,272.32**