

MOBAC Administrative Council

September 18, 2020

10:00 a.m. via Zoom

<https://us02web.zoom.us/j/84416303581?pwd=NytsajlRS1FmeG1CNFUxVTB3N0hhdz09>

Meeting ID: 844 1630 3581; Passcode: 428536

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 June 19, 2020 Meeting Wright Attachment 1 pg. 3
3. Administrative Business
 - A. Reopening Services Discussion Wright
 - B. Committee Program Updates and Funding Requests (Action Item) Wright Attachment 2 pg. 5
 - C. MOBAC Website Redesign - Next Steps (Action Item) Wright Attachment 3 pg.6
 - D. PLP Update Nemitz/Waite
4. Reports
 - A. ILL – Report and Committee Annual Report Fink/Chapin Attachment 4 pg.8
 - B. Reference – Report and Committee Annual Report Addison/Briscoe Attachment 5 pg. 17
 - C. SPLAMBA – Report and Committee Annual Report O’Grady Attachment 6 pg.19
 - D. Technology – Report and Committee Annual Report O’Connell/Cardoso Attachment 7 pg.20
 - E. Literacy – Report and Committee Annual Report Andrews Attachment 8 pg.22
 - 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 agendaized pursuant to State law.)
6. Other Business
 - A. News from libraries
 - B. Agenda items and location for next meeting on December 18, 2020
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).



Monterey Bay Area Cooperative Library System
 32 West 25th Avenue, Suite 201, San Mateo, CA 94403-2265
 Phone (650) 349-5538 Fax (650) 349-5089

MOBAC Administrative Council

June 19, 2020

10:00 a.m. via Zoom

Action Minutes

Council: Georg Romero (CAB); Frank Wojcik (CSUMB); Ashlee Wright (HML); Hillary Theyer (MCFL); Ann Flower (MIIS); Inga Waite (MPL); Tom Rosko (NPS); Susan Nemitz (SCPL); Rochelle Eagen (SJB)

Proxies: Inga Waite for Diana Godwin (PGL); Mila Rianto for Kristen Lundquist (Salinas)

Others: Carol Frost (PLP); Yemila Alvarez (PLP); Sean Briscoe (Reference Committee); Kristen Cardoso (Technology Committee); Irma Fink (ILL Committee); Deborah Stephens (HCL)

1. Meeting called to order at 10:02 AM (Romero). Introductions/Proxies were announced.
2. Agenda: Adopted (Theyer/Waite)
3. Approval of Consent Calendar
 - A. Approval of Minutes of December 20, 2019 Meeting
 - B. Correspondence: Letter to City of Monterey on Behalf of MOBAC
 - C. Correspondence: Letter to City of Monterey on Behalf of PLP
 - D. Review of MOBAC Meeting Schedule for FY 2019/20

Consent Calendar Approved (Wright/Waite)

4. Administrative Business
 - A. Review of MOBAC Reserves
 Frost reviewed the MOBAC Reserves. The fund balance is approximately \$50,700.
 - B. MOBAC Delivery Service Discussion
 The delivery contract is fully funded by PLP using CLSA funding. The Council reviewed the routes, which have been suspended since the pandemic caused libraries to close. There were no changes to the permanent route. With libraries beginning to offer curbside pickup of materials, the routes will be temporarily amended, and a new schedule will be shared out.
 - C. Review and Approval of OCLC Contract Renewal
 MPL and SJB abstained from the vote. The new contract was reviewed and approved as presented. (Theyer/Wright)
 - D. Review and Approval of Recommendations from Nominating Committee for FY 2020/21 Chair and Vice-Chair
 The current Vice-Chair, Wright, will step into the Chair role. The Committee selected Hillary Theyer as the next incoming Chair/Current Vice-Chair for MOBAC. The Council approved. (Romero/Waite)

- E. Committee Program Updates and Funding Requests
There were no requests.
 - F. MOBAC Website Redesign
MOBAC has been discussing a redesign of the MOBAC Website because it is hard to update on the back end and is not ADA compliant. The Council discussed scaling back the website. Alvarez reviewed PLP's recommendation for a new website, which offers a blended approach between moving more sensitive committee items to Basecamp and designing a new website with less content. It was agreed that MOBAC would request the PLP Executive Committee to include \$8,000 of CLSA funds for this redesign. There was mention of retaining 2 years of Minutes on the website rather than 6 months. It was agreed that Basecamp could be used for internal documents and that this might be better for the committees to use rather than the website. A motion was made and passed to accept the PLP recommendation and request \$8,000 of CLSA funding for a MOBAC website redesign (Stephens/Theyer)
 - G. Review and Discussion of PLP Priorities
The priorities were presented and reviewed in detail.
 - H. PLP Update
Nemitz mentioned the PLS Executive Committee reviewed the audit. PLP has reserve funds. The fee for the Middle-Managers Leadership program has been reduced. The LSTA Data Privacy Grant was extended for a second year and will include cybersecurity. The new membership fee structure was adopted by the PLP Administrative Council. The PLP Executive Committee will review and discuss the CLSA distribution at the next meeting.
- 5. Reports – Reference Committee had no representation. All other Committees shared verbal reports. Georg Romero was recognized for his years of service at Cabrillo College and the Council wished him well for his retirement.
 - 6. Public Comment – None.
 - 7. Other Business
 - A. News from libraries
The libraries shared announcements.
 - B. Agenda items and location for next meeting on September 18, 2020.
 - 1. Committee Annual Reports
 - 2. Website Progress Update
 - 8. Adjournment
The meeting was adjourned at 12:13pm.

Alvarez, Yemila

From: David Addison <addisond@santacruzpl.org>
Sent: Monday, August 31, 2020 4:52 PM
To: mobacdirs-group@ucsc.edu; Alvarez, Yemila
Subject: Mobac Reference Committee Request

Hi folks,

My apologies for the late request. I was in the middle of a family emergency in late June and was not able to submit the request on time.

I am writing to request funds for our annual fall workshop. Our request will be reduced compared to previous years since our workshop will be held via Zoom. Here are the details:

- David Addison, Chair, contact info below
- Fund request on behalf of the Reference Committee
- Our annual workshop will be focused on librarian self care during the pandemic. Topics will include how we can support each other professionally and personal within the context of libraries and serving our constituents. Caroline Haskell, Founding Director, Personal Growth and Counseling Center at CSUMB and Ann Jealous, LMFT in Monterey will be our presenters.
- Funding request: \$500
- Fall workshop via Zoom scheduled for Friday October 23rd.

I am hoping you can add this to the agenda for your September meeting. I will also be in attendance as the chair of the ref committee.

Sincerely,
David

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David Addison
Santa Cruz City/County Public Library System
Librarian II - Library Headquarters & Downtown Branch
831-427-7706 ext. 7671





Monterey Bay Area Cooperative Library System
 32 West 25th Avenue, Suite 201, San Mateo, CA 94403-2265
 Phone (650) 349-5538 Fax (650) 349-5089

To: MOBAC Administrative Council
From: Ashlee Wright
Subject: MOBAC Website Redesign – Next Steps
Date: September 18, 2020

At the June 19, 2020 MOBAC Council Meeting, PLP submitted several recommendations to the MOBAC Council regarding redesign of the website. A memo was presented detailing PLP's recommendations and a motion was made and passed to accept the recommendations including:

1. A recommendation that the MOBAC website continue to be its own separate entity from the PLP website.
2. A preliminary review of the existing MOBAC website, along with a proposed navigation structure for the new MOBAC website.
3. A recommendation that the MOBAC Council request CLSA funds from PLP up to \$8,000 for this project.
4. A recommendation that a Basecamp site be established in conjunction with the new website as a repository for documents that do not need to be public facing
5. A recommendation that MOBAC set up a working group to support the above mentioned activities. The working group could consist of the chairs of each of the committees. A timeline should be developed, and it would be the responsibility of each committee to review their content, and prepare it for migration. They would also work with PLP staff and the web developer on the overall site design, and the back end architecture to ensure each committee can post their own content.

The request for funding for the MOBAC website was presented to the PLP Executive Committee at their June 25, 2020 meeting and was accepted. PLP has allocated a total of \$8,000 of CLSA funding towards a redesign of the MOBAC website.

PLP is requesting that MOBAC formally identify the working group to begin the activities of the new website development. Those steps may include:

- Defining the members of the working group (It had been stated at a previous meeting that the members could be the Chairs of each MOBAC Committee, and that the that Ashlee Wright be the lead for the group and the MOBAC Council liaison).
- The working group should convene at least once before the next MOBAC Administrative Council meeting, and should develop a plan that will be presented to the Council.
- The working group's task can include:
 - Develop a timeline for implementation.

- Working with PLP staff, set up a PLP Basecamp for committee work, and move items that should be internal to the Basecamp. Transition committee work to Basecamp.
- Committees which adhere to the Brown Act will post their agendas and minutes on the website, and each committee will determine which content will reside on the website and be responsible to updating any document before the transition.
- PLP has identified a web developer and will be responsible for the contract. PLP will work with the working group in communicating with the web developer.
- The overall design will be approved by the MOBAC Administrative Council.

Annual Report to the MOBAC Administrative Council

Fiscal Year: 2020

Committee: MOBAC Interlibrary Loan Committee

Committee Member & Chair: Irma Fink (NPS)

Active Committee Members: Rebecca Bergeon (CSUMB), Jean Chapin (HML), Madeleine Damon (SCZ), Mallory DeBartolo (UCSC), Rochelle Eagen (SJB), Irma Fink (NPS), Lydia Gentry (MIIS), Katya Haskin (MPC), Ray Melendez (MCO), Mezairah Niduaza (HCL), Susan Renison (WAT), Donna Teresa (MPC), Jillian Wilson (WAT)

Additional Resource Sharing Members: Claire Conklin (CAB), Rachel Becerra (GAV), Sandy Eklund (SBE)

Date: August 17, 2020

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

- We scheduled four (4) meetings throughout the fiscal year: July 9, 2019, October 8, 2019, January 14, 2020, April 14, 2020. Due to the COVID-19 pandemic crisis, our April 14, 2020 meeting was cancelled. With assistance from PLS staff, we met via ZOOM for our July 14, 2020 meeting.
- July 2019: we drafted the 2019 Annual Report (presented to Council in September 2019); we reviewed and endorsed the “MOBAC Committee Chair Responsibilities” document with plans to include that on our Committee website; we updated the Committee roster; elected the FY 2019/2020 Chair (Irma Fink agreed to continue as Chair).
- October 2019: we welcomed new ILL Committee members, Madeleine Damon (SCZ) and Lydia Gentry (MIIS) and bid farewell to Susan Renison (WAT); at Council request, we began review of our Committee charge and discussed how to broaden the scope to include resource sharing with those members who no longer use OCLC.

Katya Haskin (MPC) offered to serve as the representative to the Council-proposed ad hoc committee to redesign the MOBAC website to comply with the new Brown Act requirements. Lydia Gentry (MIIS) and Madeleine Damon (SCZ) volunteered to assist as needed.

- January 2020: we reviewed the Council-recommended revised Committee charge:

Current 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.

Recommended Charge:

*The MOBAC Interlibrary Loan Committee is the advisory group which makes recommendations to the MOBAC Administrative Council to improve and maintain [add **resource sharing and**] interlibrary loan service throughout the System regarding efficient ~~interlibrary loan~~ [delete **interlibrary loan**] communication, accurate ~~interlibrary loan~~ [delete **interlibrary loan**] tools, and trained and efficient interlibrary loan staff.*

We agreed with the need to be more inclusive as some members explore alternatives to OCLC. At our July 2020 meeting, there was consensus 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*. To be further discussed with the MOBAC Administrative Council for action in the new fiscal year.

- April 2020: due to the COVID-19 crisis, this meeting was cancelled. Kal-West Courier Service was suspended in March 2020 and resumed again for most MOBAC members at the end of June 2020. Our July 2020 meeting included sharing information and best practices for how MOBAC libraries are phasing in reopening, handling returned materials, offering services (such as curbside delivery). We also welcomed new committee members Jillian Wilson (WAT) and Mallory DeBartolo (UCSC) at the July 2020 meeting.
- The Committee Chair and/or a committee member attended and reported at MOBAC Administrative Council meetings.
- We continued to add and update information posted to our **MOBAC ILL Guidelines** webpage <http://www.mobac.org/committees/interlibrary-loan-committee/mobac-ill-guidelines-2/> ; we updated our calendar of activities <http://www.mobac.org/committees/interlibrary-loan-committee/ill-committee-documents/ill-committee-meeting-calendar/> ; we updated our roster/contact list <http://www.mobac.org/committees/interlibrary-loan-committee/>
- Problem Sharing and Solving continue to be a component of each meeting and this year topics included how to remove odors from returned materials, techniques for sharing articles (OCLC Article Exchange, Odyssey, email), and general library policies. Also included in each meeting are ILL-related workshops and conferences. Of note this year:
 - Realm Project – Reopening Archives, Libraries and Museums <https://www.webjunction.org/explore-topics/COVID-19-research-project.html>
 - OCLC COVID-19 – We're in this together. Information and Resources to help <https://www.oclc.org/en/covid-19.html>

- Spreadsheet listing the status of libraries: whether or not they are lending; whether or not they are accepting the return of materials
<https://docs.google.com/spreadsheets/d/1M8qEr7sAiTzG9v4fxluwndEHosVF2UMcrXW00SeNd68/edit#gid=0>

- We are interested in the impact the Koha ILS Project may have on MOBAC resource sharing and what, as a committee, we may do to encourage and facilitate resource sharing among all MOBAC member libraries.

2. What activities, workshops, etc. are you planning for the current fiscal year?

- We will continue to explore ILL tools that facilitate the sharing of electronic resources and e-books.
- We will continue to gather and share information about ILL-relevant conferences, resources, and workshops.
- We are ready to participate with the creation of the new MOBAC website and 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 attend meetings to solicit input for the meetings. We will continue meetings via ZOOM until we are able to again gather in person. We hope to eventually resume meetings at the Watsonville Public Library.

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

Obstacles and challenges include:

- With the retirement of our Council Liaison, Carol Heitzig (WAT), we request appointment of a new liaison.
- As previously noted, we are interested in the impact the Koha ILS Project may have on MOBAC resource sharing and what, as a committee, we may do to encourage and facilitate resource sharing among all MOBAC member libraries.
- Due to the changing nature of digital content, we are working to keep up with new technologies.
- Due to the current COVID-19 pandemic crisis, we are all working to safely provide services to our patron communities.

- We request that Council encourage full participation of MOBAC member libraries in resource sharing.
- We request that Council encourage full participation of member libraries' designated ILL/Resource Sharing Committee representatives at quarterly ILL Committee meetings.

Annual Reports are posted to our Committee website:

<http://www.mobac.org/committees/interlibrary-loan-committee/ill-committee-documents/ill-committee-annual-reports/>

Estimate funding need for current FY: We are not requesting funds at this time

Annual Statistics – FY 2020 (July 1, 2019 – June 30, 2020)

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.

Due to the COVID-19 pandemic, the MOBAC courier service was suspended in March 2020 and service resumed among some members at the end of June 2020. As of September, only some members have resumed borrowing and lending.

Statistics indicate that for FY 2020 within system ILL resource sharing for both Borrowing and Lending to be approximately 16% of total ILL activity. Note the increased percentage of copies borrowed (Chart 3), which may be directly related to the need to borrow book chapters and related electronic items rather than physical materials as libraries were affected by COVID-19 closures and reduced access to physical materials. While DLI withdrew from MOBAC membership effective July 1, 2018, they did continue to do some resource sharing with us and so we have included their statistics with this report (OCLC continues to include their use statistics with MOBAC).

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 2020. (*Note: N/A indicates no data reported.*)

A sampling of charts (Chart 1 through Chart 8) for both Borrowing and Lending processes for FY 2020 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 2020		COPIES – FY 2020	
CAB	21%	CAB	N/A
CSUMB	6%	CSUMB	2%
DLI	5% WITHDREW MEMBERSHIP	DLI	N/A WITHDREW MEMBERSHIP
GAV	20%	GAV	N/A
HCL	33%	HCL	100%
HML	18%	HML	N/A
MCO	13%	MCO	N/A
MIIS	32%	MIIS	27%
MPC	20%	MPC	10%
MPL	NON-PARTICIPANT	MPL	NON-PARTICIPANT
NPS	13%	NPS	0%
PGR	NON-PARTICIPANT	PGR	NON-PARTICIPANT
SAL	NON-PARTICIPANT	SAL	NON-PARTICIPANT
SBE	50%	SBE	N/A
SCZ	25%	SCZ	67%
SJB	NON-OCLC PARTICIPANT	SJB	NON-OCLC PARTICIPANT
UCSC	4%	UCSC	0%
WAT	34%	WAT	N/A

MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM LENDING .VS ALL LENDING	MOBAC MEMBER LIBRARY	% of WITHIN SYSTEM LENDING .VS ALL LENDING
LOANS – FY 2020		COPIES – FY 2020	
CAB	N/A	CAB	N/A
CSUMB	16%	CSUMB	4%
DLI	4% WITHDREW MEMBERSHIP	DLI	N/A WITHDREW MEMBERSHIP
GAV	28%	GAV	N/A
HCL	50%	HCL	N/A
HML	46%	HML	N/A
MCO	16%	MCO	N/A
MIIS	40%	MIIS	5%
MPC	45%	MPC	N/A
MPL	NON-PARTICIPANT	MPL	NON-PARTICIPANT
NPS	5%	NPS	1%
PGR	NON-PARTICIPANT	PGR	NON-PARTICIPANT
SAL	NON-PARTICIPANT	SAL	NON-PARTICIPANT
SBE	66%	SBE	N/A
SCZ	9%	SCZ	N/A
SJB	NON-OCLC PARTICIPANT	SJB	NON-OCLC PARTICIPANT
UCSC	10%	UCSC	6%
WAT	12%	WAT	N/A

ILL Borrowing Charts

Chart 1

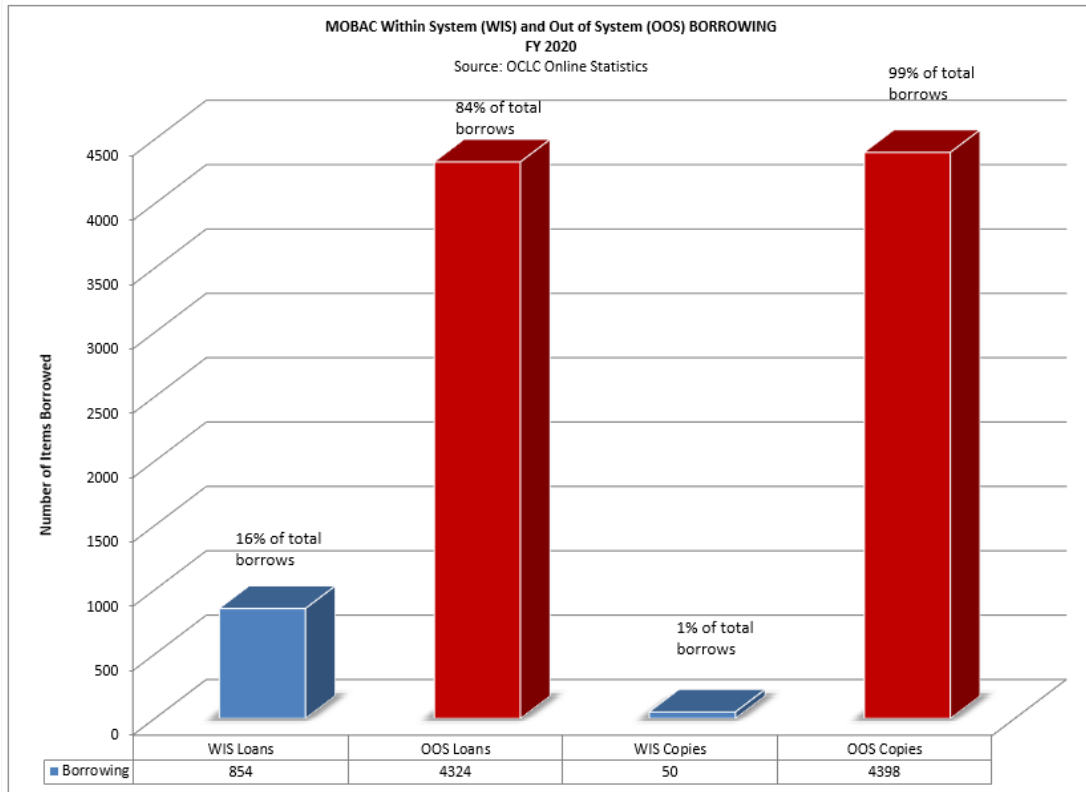


Chart 2

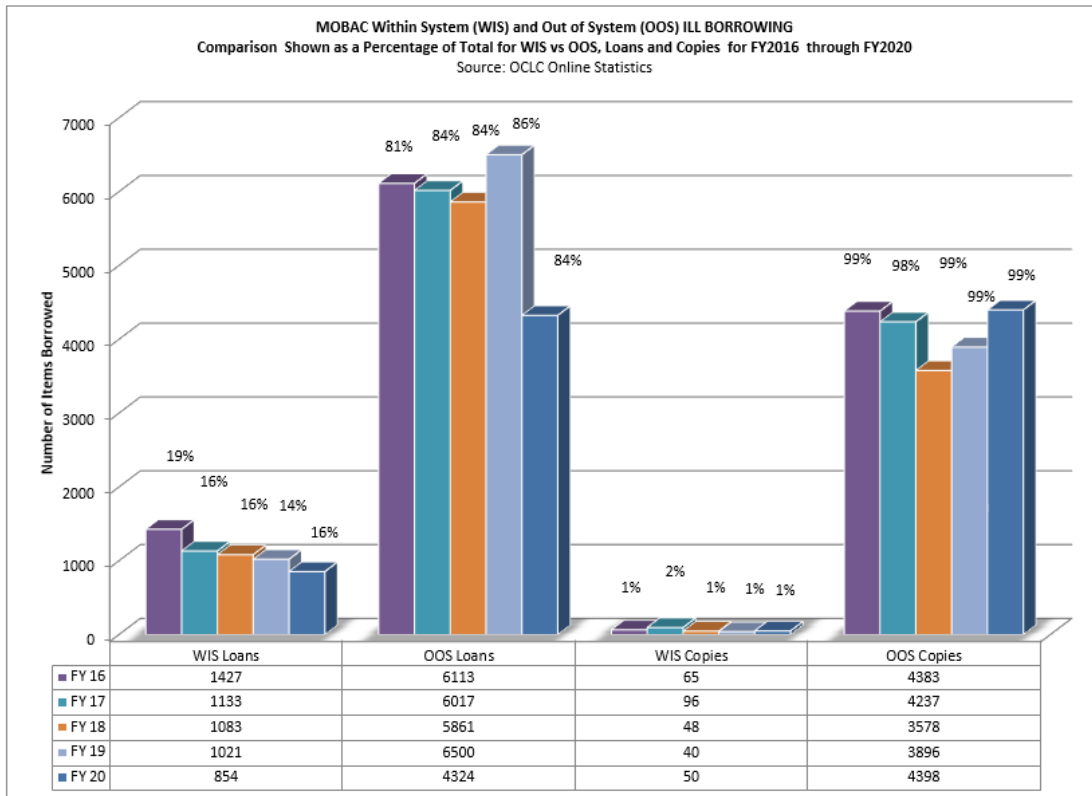


Chart 3

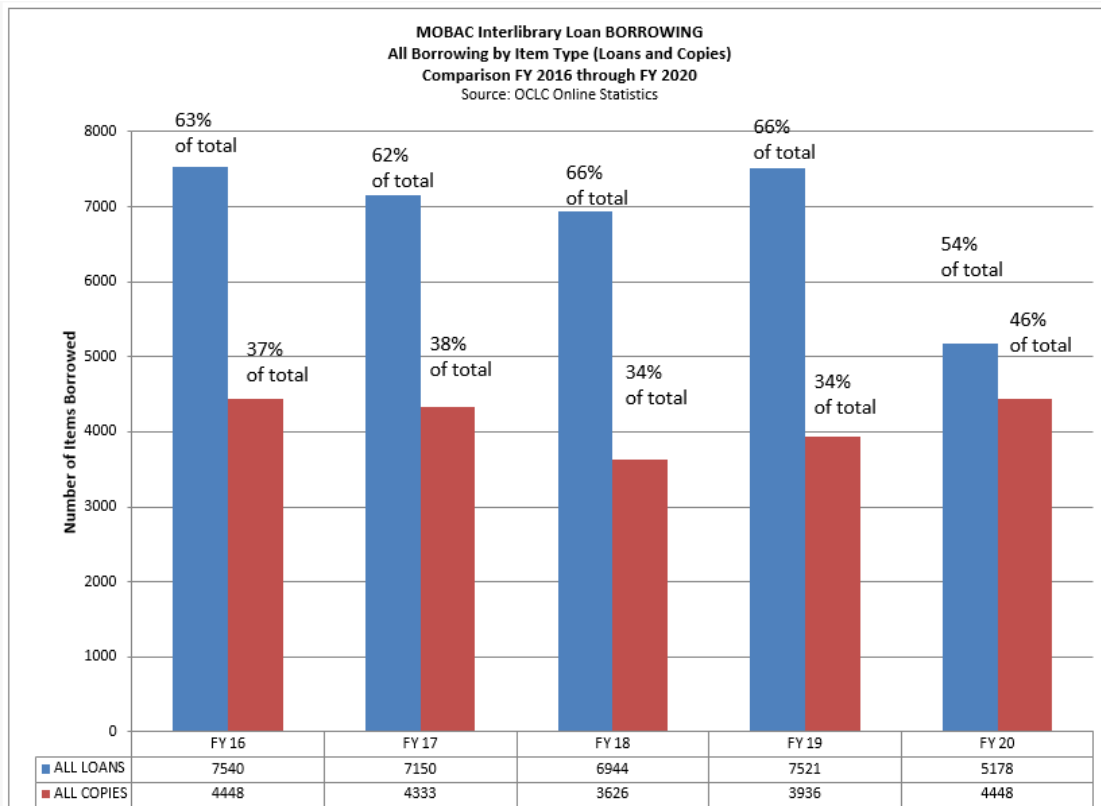
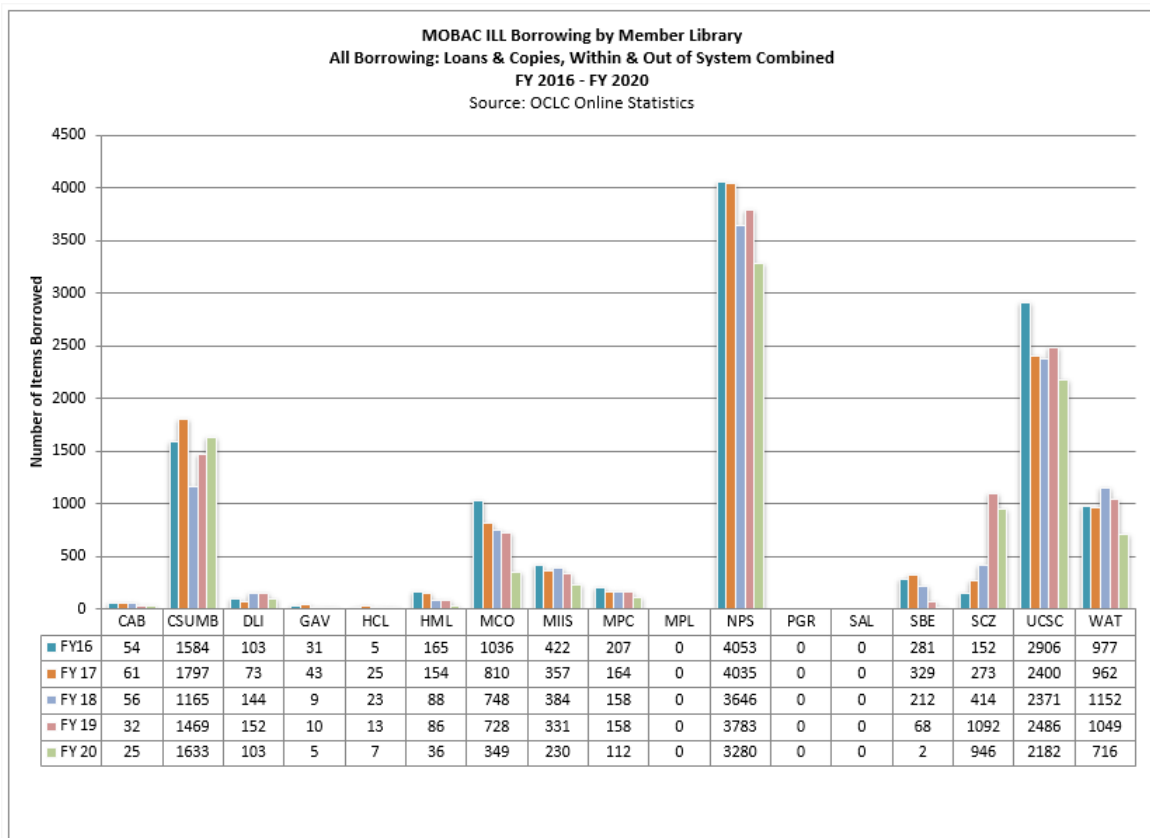


Chart 4



ILL Lending Charts

Chart 5

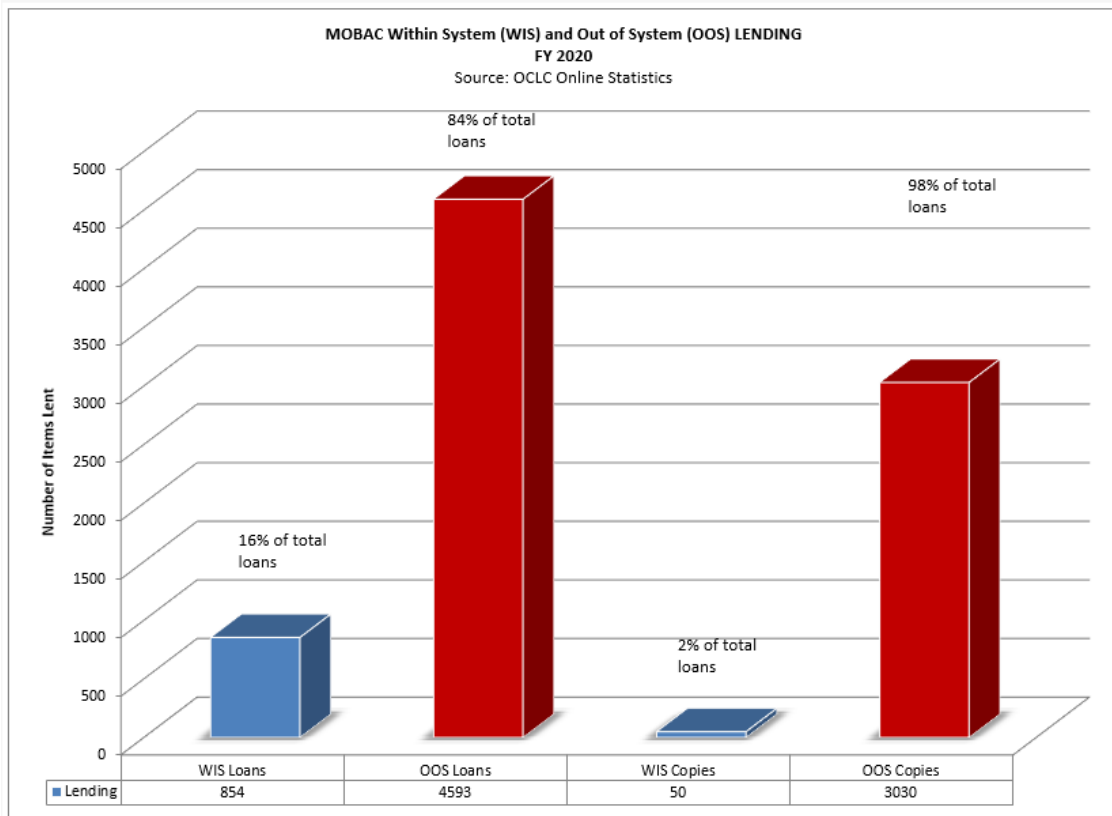


Chart 6

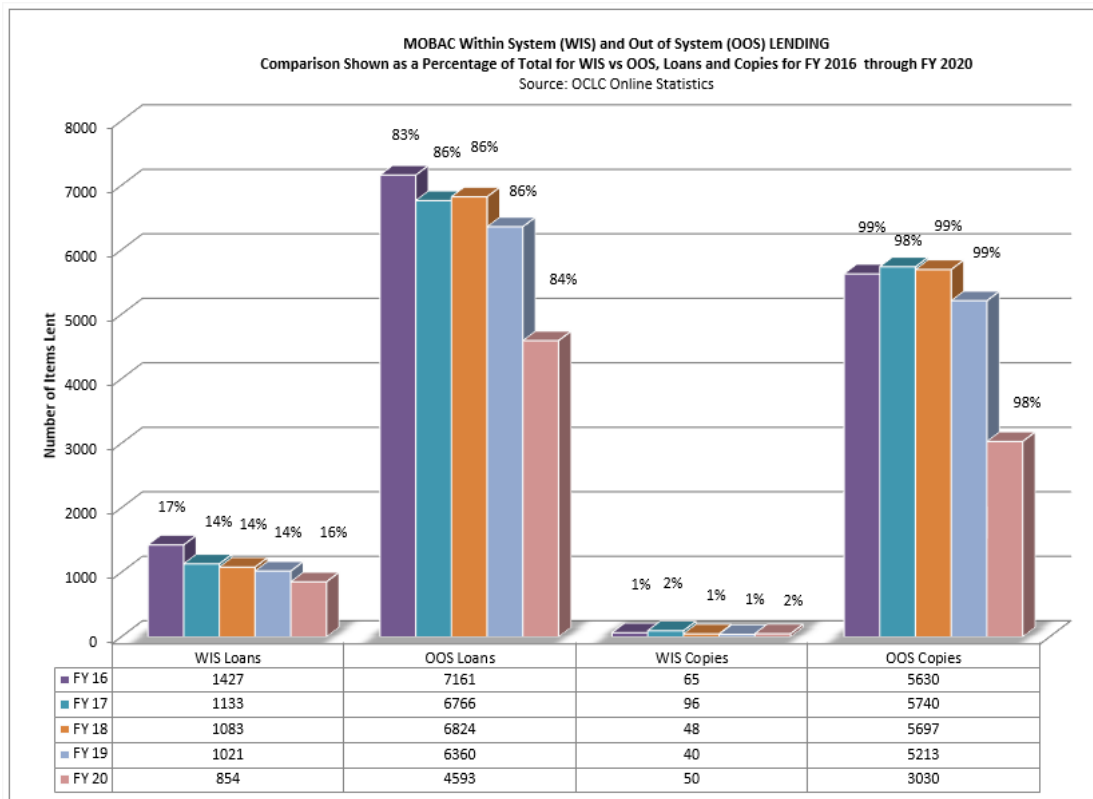


Chart 7

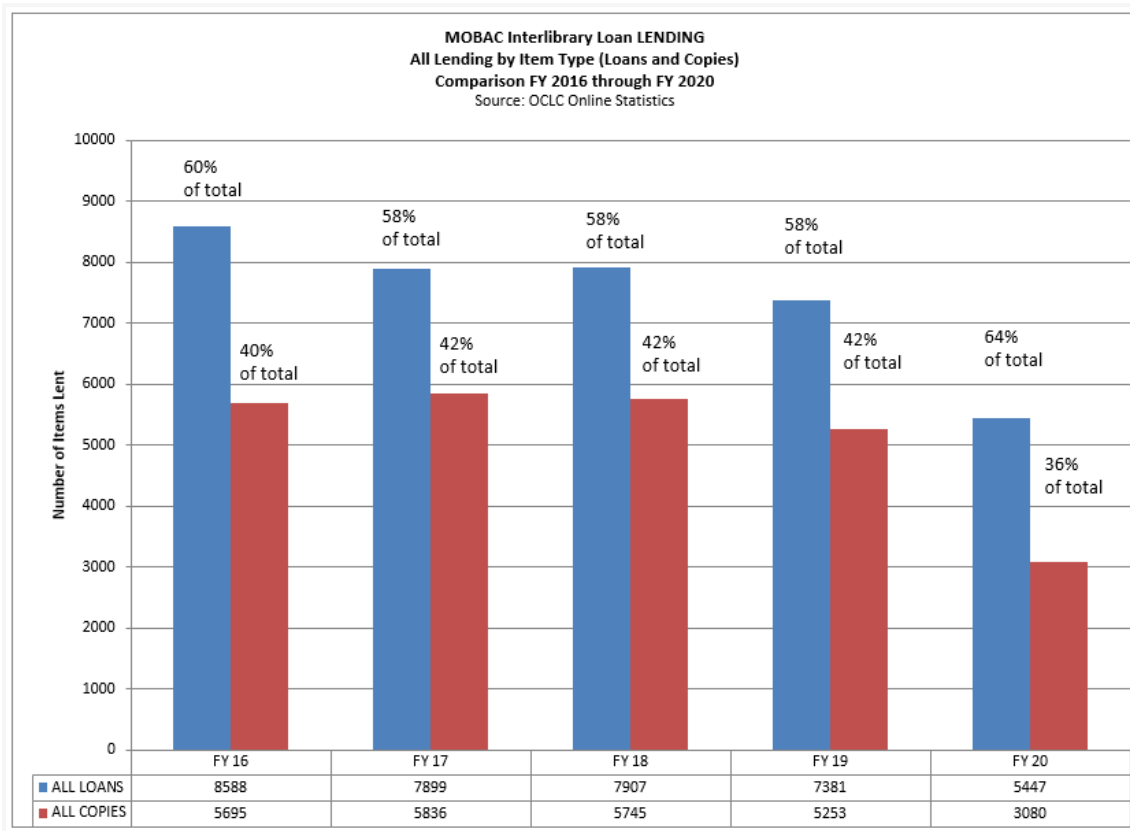
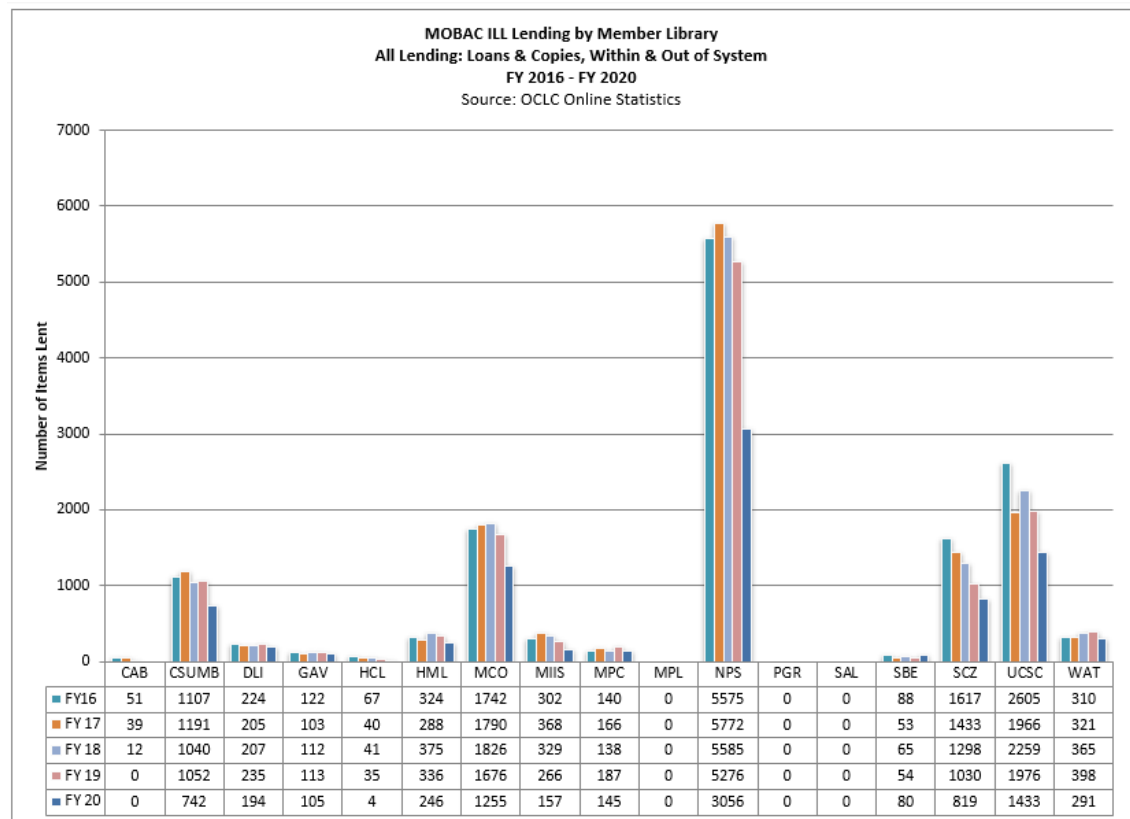


Chart 8



Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2019/2020

Committee: Reference

Committee Chair: David Addison and Sean Briscoe

Active Committee Members: Watonka Addison (WPL), Cynthia Ainsworth (Harntnell), Jean Chapin (Carmel), Kenny Garcia (CSUMB), Diana Godwin (PGPL), Frank Gravier (UCSC), Joelle Mellon (MIIS), Beata Obydzinsky (MCFL), Elisebeth Thomas (MPC), Betsy Vaca (Cabrillo)

Date: September 1, 2020

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

- We met 6 times at various locations with representatives of member libraries to provide opportunities for professional growth and knowledge sharing. We shared reference tips and techniques, new resources, best practices and how we can support each other regarding our respective reference services at our libraries.
- We hosted a well-attended workshop at the MCFL Marina Branch titled “Community Conversations: Harwood Institute Model for Libraries”. The workshop took place on October 18, 2019 and explored ways to foster community engagement through having community conversations. This process was developed by the Harwood Institute and employs the development of outward facing libraries among other strategies.
- We supported each other professionally and personally during the pandemic by sharing coping techniques. We had very supportive conversations on how each of our libraries were able to provide reference services during a very challenging time. Our conversations on this topic are evolving and ongoing.

2. What activities, workshops, etc. are you planning for the current fiscal year?

- We will continue to have conversations around the impacts of the pandemic and how this has affected our services for both public and academic libraries. We will share our strategies and best practices for staying connected to our communities. We continue to share information regarding our available digital services and how to use them. (staff and public training needs)
- The topics for our annual fall workshop are librarian self-care during the pandemic and staying connected within our library network and with our respective communities. We want to provide a safe and welcoming space to discuss these important topics. The discussion will be led by a local Monterey psychotherapist and Founder of the Personal Growth and Counseling Center at CSUMB.

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

- Not to overstate the obvious but yes, we will continue to be very challenged with providing the best service possible during the pandemic. We are all looking forward to creating new ways to serve our constituents and hoping to get back to some semblance of normal services in the coming year.

Estimate funding need for current FY: \$500

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2019/2020

Committee: SPLAMBA

Committee Chair: For 2019/2020 the chair was Jeanne O’Grady. Alison Day and Elizabeth Griffo took over for 2020/2021

Active Committee Members: Jeanne O’Grady, Alison Day, Elizabeth Griffo, Teri Rodriguez, Ellie Anderson, Be Astengo, Mary Weyant, Don Gardener, Leslie Sterian, Caitlin Souza, Rochelle Eagen, Brenda McIlroy

Date:

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

In the 2019/2020 fiscal year SPLAMBA had organized and was very close to conducting a mental health related workshop. It was scheduled for March 2020, but had to be cancelled due to the COVID-19 Pandemic. The committee was able to move online and has been continuing to meet during the quarantine through Zoom.

2. What activities, workshops, etc. are you planning for the current fiscal year?

Currently nothing is planned for the current fiscal year because of the pandemic and the uncertainty that comes with it, but if possible, we’d like to host the workshop we had planned for March 2020 in 2021.

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

Our only obstacle is COVID-19 – so nothing unique to just us!

Estimate funding need for current FY:

\$500 to host to workshop if we’re able to depending on quarantine restrictions.

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2019-2020

Committee: Technology

Committee Chairs: Kristen Cardoso (UCSC) & Katie O'Connell (HML)

Active Committee Members: Kim Smith (MPL), John Brady (CSUMB), Stacy DeMatteo (NPS), Deborah Stephens (Hartnell), Mila Rianto (SPL), Katharine Dixon (SPL), Kris Amaral (MCFL), Glenn Tozier (MPC), Alicia Martinez (WPL), Mayra Ortiz (WPL)

Date: September 2020

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

Prior to the pandemic, both co-chairs were involved in investigating options for a new website and streamlining our content with a member of the MOBAC Admin Council. We have received financial support from the Pacific Library Partnership (PLP) to pursue the development of a new website as well as approval to provide access to the PLP Basecamp for committee members.

The Technology Committee had organized a workshop on web accessibility for April, but it has been indefinitely delayed due to the pandemic and the capacity of our members. We had also begun collecting resources to create a web accessibility best practices guide to be shared with the other committees and anyone who attended our workshop. We collectively watched and discussed several webinars and trainings on web accessibility.

At the start of the pandemic, we began holding weekly COVID Commiseration drop-in meetings on Zoom so members could share ideas, ask questions, and just generally feel supported and less isolated during a time of extreme stress.

2. What activities, workshops, etc. are you planning for the current fiscal year?

With the ongoing pandemic crisis and the impacts on staff both personally and professionally, we anticipate that this year we will focus on being a space for committee members to come together for relief and support. MOBAC member libraries have been severely impacted by pandemic-related budget cuts resulting in widespread furloughs, layoffs, and under-staffing during a time of significant change in service models. As such, we hope to provide opportunities for interacting with and learning from each other as we navigate implementing new services and trying to serve patrons who rely on their library for internet, technology, information, and social needs.

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

It is hard to imagine a time when the obstacles we are confronting were greater than now. These obstacles are so widespread that we need not outline them in great detail here; the coronavirus crisis is both global and hyper local and the concerns for the well-being and safety of both our regional library members and all the individuals who work in them are significant and ongoing. Nonetheless, the Technology Committee is committed to serving its members to the fullest extent possible and strives to serve as a resource throughout this time.

Estimate funding need for current FY: \$0

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2019-20

Committee: Literacy Committee

Committee Chair: Cathy Andrews (SAL)

Active Committee Members: Cathy Andrews (SAL), Erin Baxter (SBC), Irma Cisneros (SAL), Susanne Crichton (SAL), Adriana Garcia (SBC), Esperanza Gutierrez (WAT), Sarah Hoeffel (MCFL), Margarita Medina Romero (SAL), Sheila Mitchell (WAT), Toni Notar (WAT), Shelby Schipsi (SBC)

Date: 9-2-2020

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

- We meet on a quarterly basis, with each meeting hosted by one of the four programs. The sharing of ideas, resources, and updates, providing information and inspiration when we are together is an important aspect of the committee.
- Things changed radically this year with the COVID-19 pandemic and subsequent lockdown. Most library systems closed by late March, bringing most literacy activities to a halt. Some programs were closed for an extended period, others were closed for a few weeks before staff were able to return to work. People worked from home; some worked at buildings that were open to staff but closed to the public. We were not able to hold our April meeting this year, but did resume with the July meeting, though via Zoom, of course.
- We had planned to provide two trainings this year, but ended up doing just one: “Writing From the Senses” in early February was the return of a popular workshop we last did four years ago, and was well-received by the 20 participants. This was mainly literacy staff and volunteer tutors, with a couple adult learners also attending.

2. What activities, workshops, etc. are you planning for the current fiscal year?

- Since our workshops are usually in the winter and early spring, we anticipate tackling that at our October meeting. All of our literacy programs have pivoted to provide virtual services, so it is likely that the trainings will be virtual as well, as best guesses are that no in-person programming will resume any time soon.

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

- It is not unusual for adult literacy programs to be understaffed, compared to community needs, and the economic strain means that many programs are unable to fill open positions, or may have lost temporary staff with budget shrinkage.
- Many of our learners are in more difficult situations, either at risk because their jobs are considered “essential,” or struggling to find work. Adults with low literacy may be ill-prepared to compete in a world where suddenly, most things have gone virtual. They may be facing real dilemmas, as their literacy skills may make it extremely difficult to help their children who are distance learning. Many do not have access to the internet at home. Helping them gain digital skills from a distance, when they have no exposure to using digital tools, is very difficult.
- Many of our volunteer tutors are in high risk categories, and themselves may be reluctant to try virtual tutoring. We are finding creative ways for people to continue working together, and are identifying ways to support the tutors and the learners. There are some new volunteers coming in, who are capable of (or in fact may prefer) using digital platforms for tutoring. These factors and others are putting strains on library literacy programs, and on program staff.

Estimate funding need for current FY: \$500, for likely workshops