

MOBAC Administrative Council

December 13, 2022

12:30 p.m.

<https://us02web.zoom.us/j/88256700302?pwd=SGRmaGgrVjFzcUdyQ2VYOU9SRGRTZz09>

Meeting ID: 882 5670 0302; Passcode: 761356

Call-in Option: (669) 900-6833

MOBAC Administrative Council

Joanna Messer Kimmitt, Cabrillo College Library (Chair)
Hillary Theyer, Monterey County Free Library (Vice-Chair)
Aleah Kropholler, Gavilan College Library
Alicia Martinez, Watsonville Public Library
Ann Flower, Middlebury Institute of International Studies
Ashlee Wright, Harrison Memorial Library
Brian Edwards, Monterey Public Library
Cynthia Ainsworth, Hartnell College Library
Deborah Stephens, Hartnell College Library
Diana Godwin, Pacific Grove Public Library

Elizabeth Cowell, UC Santa Cruz Library
Jacqui Grallo, CSU Monterey Bay Library
Jeff Sundquist, Monterey Peninsula College Library
Kristan Lundquist, Salinas Public Library
Nora Conte, San Benito County Free Library
Rochelle Eagen, San Juan Bautista City Library
Tom Rosko, Naval Postgraduate School Dudley Knox Library
Yolande Wilburn, Santa Cruz Public Libraries

1. Call to Order, Introductions, Announcements, Proxies Kimmitt
2. Approval of Consent Items (**Action Item**)
 - A. Approval of Agenda Kimmitt
 - B. Approval of Minutes of September 16, 2022 Meeting Kimmitt Attachment 1, pg. 4
3. Administrative Business
 - A. Acceptance of UC Santa Cruz Library's Letter of Intent to Withdraw from MOBAC (**Action Item**) Kimmitt Attachment 2, pg. 6
 - B. Managing Emergency Services Kimmitt
 - C. Committee Program Updates and Funding Requests (**Action Item**) Kimmitt Attachment 3, pg. 8
 - D. Formation of Nominating Committee for FY 2023-24 Chair and Vice Chair Kimmitt Attachment 4, pg. 9
 - E. PLP Update Frost
4. Reports
 - A. ILL - Resource Sharing Haskin
 - B. Reference Addison
 - C. SPLAMBA Griffo

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| D. Technology | Tozier |
| E. Literacy – Report and Committee Annual Report | Andrews |
| F. KOHA ILS Committee | Wright |
| G. MOBAC Chair | Kimmitt |
| H. 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 Including COVID-19 Updates | Kimmitt |
| B. Discussion of Governor’s End of State of Emergency and Consideration of In-Person Meetings | Kimmitt |
| C. Agenda Items, Chair, and Location for Next Meeting on March 17, 2023 | Kimmitt |
7. Adjournment

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 Code § 54953(b).

Meeting Locations

Cabrillo College Library, 6500 Soquel Drive, Bldg. 1000, Aptos, CA 95003
California State University Monterey Bay Library, 100 Campus Center, Seaside, CA 93955
Carmel Public Library, Park Branch, Mission Street and 6th Avenue, Carmel-by-the-Sea, CA 93921
Hartnell College Library, 411 Central Avenue, Salinas, CA 93901
Monterey County Free Library: Greenfield Library, 315 El Camino Real, Greenfield, CA 93927
Monterey Public Library: 625 Pacific Street, Monterey, CA 93490
Pacific Grove Public Library: 550 Central Avenue, Pacific Grove, CA 93950
Salinas Public Library: 350 Lincoln Avenue, Salinas, CA 93906
San Benito County Free Library, 470 Fifth Street, Hollister, CA 95023
San Juan Bautista City Library 801 Second Street, San Juan Bautista, CA 95045
Santa Cruz Public Libraries, 117 Union Street, Santa Cruz, CA 95060
UC Santa Cruz University Library, 1156 High Street, Santa Cruz, CA 95064
Watsonville Public Library, 275 Main Street, Suite 100, Watsonville, CA 95076
Pacific Library Partnership, 32 West 25th Avenue, Suite 201, San Mateo, CA 94403



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

September 16, 2022

9:30 a.m.

Action Minutes

Council: Joanna Messer Kimmitt (CAB); Aleah Kropholler (GCL); Cynthia Ainsworth (HCL); Hillary Theyer (MCFL); Brian Edwards (MPL); Tom Rosko (NPS); Yolande Wilburn (SCCL); Rochelle Eagen (SJB); Alicia Martinez (WPL)

Proxies: Mila Rianto for Kristan Lundquist (SAL)

Others: Cathy Andrews (Literacy); Dave Addison (Reference); Katya Haskin (Resource Sharing); Glenn Tozier (Technology); Carol Frost (PLP); Justin Wasterlain (PLP)

1. Call to Order, Introductions, Announcements, Proxies

The meeting was called to order at 9:32 a.m. by Chair Kimmitt.

2. Approval of Consent Items

A. Approval of Agenda

B. Approval of Minutes of June 17, 2022 Meeting

The Consent Calendar was approved via roll-call vote as presented. (Theyer/Martinez)

3. Administrative Business

A. Committee Program Updates and Funding Requests

Reference Committee requested \$300 for upcoming workshop. A motion was made, and passed via roll-call vote, to approve the Reference Committee's request for funding. (Ainsworth/Wilburn)

B. PLP Update

Frost reported CLSA distribution information had been sent out recently. She noted San Leandro Public Library had joined PLP. She added UC Santa Cruz has stated its intention to leave MOBAC and PLP. Frost introduced Edwards and Kropholler.

4. Reports

Reports for Resource Sharing, Reference, SPLAMBA, Technology, and Literacy were presented.

5. Public Comment – none.

6. Other Business

A. News from libraries including COVID-19 updates

The libraries shared updates.

B. Agenda Items for Next Meeting on December 16, 2022

1. Managing Emergency Services
2. Committee program updates and funding requests
3. Approval Withdrawal of UC Santa Cruz from MOBAC

7. Adjournment

The meeting was adjourned at 11:19 a.m. by Chair Kimmitt.



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: Carol Frost
Subject: Acceptance of UC Santa Cruz Library's Letter of Intent to Withdraw from MOBAC
Date: December 13, 2022

Background

On July 6, 2022, the UC Santa Cruz Library staff informed PLP of its intention to withdraw from MOBAC, and by default, PLP. The UC Santa Cruz Library expressed its intent to shift its focus to collaborating with the Association of College and Research Libraries, but hopes to continue a collegial relationship with other MOBAC libraries in the future. A meeting was held on July 20, 2022, to discuss the official process of withdrawal from MOBAC.

Per section XIV in the MOBAC JEP, organizations may withdraw from MOBAC “by resolution of its governing body. Such withdrawal shall be made prior to April 1 of any year, and shall be effective as of July 1 of the year withdrawal is made.”

The PLP JPA describes the process for parties to withdraw in Section XVIII (mislabelled in the JPA document as Section XIII). It states: “Any party wishing to withdraw from this Agreement must do so effective on July 1, of any succeeding year and must provide at least six months written notice to the Council. Notice shall be in the form of a resolution adopted by the party wishing to withdraw.”

By virtue of organizational structure, the UC Santa Cruz Library is unable to adopt a resolution stating their intention to withdraw but can provide a Letter of Intent signed by the Campus Provost and Executive Vice Chancellor. This letter has been received prior to April of 2023, meeting the requirements for withdrawal from MOBAC, effective July 1, 2023. By withdrawing from MOBAC, the UC Santa Cruz Library would become ineligible to participate in the programs and services offered by PLP. This includes courier services between MOBAC and other PLP libraries.

Recommendation

It is recommended that the MOBAC Administrative Council accept the UC Santa Cruz Library's letter of intent to withdraw from MOBAC and end its membership effective July 1, 2023.



OFFICE OF THE CAMPUS PROVOST
AND EXECUTIVE VICE CHANCELLOR

1156 High Street
Santa Cruz, California 95064
831-459-3885

October 25, 2022

Carol Frost
CEO, Pacific Library Partnership
Executive Director, Peninsula Library System
32 W. 25th Avenue, Suite 201
San Mateo, CA 94403

Dear Carol:

Please allow this letter to serve as notice of the University of California, Santa Cruz University Library's intent to withdraw from the Monterey Bay Area Cooperative Library System (MOBAC) and, by default, Pacific Library Partnership (PLP) effective July 1, 2023. The University of California, Santa Cruz University Library entered the MOBAC System as a full member on April 13, 1984.

The MOBAC Joint Exercise of Powers Agreement (JEPA) provides that a member library proposing to withdraw from the system shall notify their intent prior to April 1 of any year to be effective as of July of the same year. All member libraries of the MOBAC System are, by default, members of PLP. A member library's withdrawal from the MOBAC System is simultaneously a withdrawal from PLP, effective the same date.

Thank you for your cooperation in this matter. The University of California, Santa Cruz appreciates the work of MOBAC and the PLP to advance libraries and librarianship in the region.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori G. Kletzer".

Lori G. Kletzer
Campus Provost and Executive Vice Chancellor



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To: MOBAC Administrative Council
From: Carol Frost
Subject: MOBAC Committee Funding Requests for January – June 2023
Date: December 13, 2022

Background

The MOBAC Administrative Council has adopted *Procedures For MOBAC Committees Responding to the PLP Call for Support for Staff Development Initiatives and Activities* as the procedure by which Committees should submit funding requests to the MOBAC Council and subsequently to PLP.

Committee Request

For the January to June 2023 PLP Call for Support, one MOBAC Committee has requested funds.

Committee: SPLAMBA

Scope of Spring workshop/Professional Development event

“TED talks” hosted by members of SPLAMBA.

In an effort to get together physically (if environment conditions allow) and discuss deeper learning in our field. Each member will present on a niche library related topic they are mini experts in. Their research will be presented with a 5-10 minute PowerPoint display, allowing questions, further discussions, or hands-on activities to occur between each new topic.

To be held at the Watsonville Public Library meeting room, and food will be provided.

Amount of funding requested: \$300 (food/drink for 30 people)

Estimated date of the program: Friday, April 21, 2023

Recommendation

It is recommended that the MOBAC Administrative Council approve the \$300 requests from the SPLAMBA Committee for submission to the PLP Call for Financial Support Requests, and that the SPLAMBA Committee formally respond to the PLP Call for Support by the deadline.



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To: MOBAC Administrative Council
From: Carol Frost
Subject: Formation of Nominating Committee for FY 2023-24 Chair and Vice-Chair
Date: December 13, 2022

Per the MOBAC Bylaws, the MOBAC Administrative Council Chair and Vice-Chair shall serve for a term of one year. The Vice-Chair shall serve as the Chair-Elect, and a new Vice-Chair will be nominated each year.

Each year at the December MOBAC Administrative Council meeting, a Nominating Committee is formed to gather the nominations for the next fiscal year. This includes identifying a new Vice-Chair and confirming with the current Vice-Chair that they are available as the incoming Chair.

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
2022/23	Joanna Kimmitt - academic	Hillary Theyer - public
2021/22	Hillary Theyer - public	Jacqueline Grallo - academic
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