



MOBAC Administrative Council
September 20, 2024
9:30 a.m.

Monterey Public Library
625 Pacific Street, Monterey, CA 93940

MOBAC Administrative Council

Brian Edwards, Monterey Public Library (Chair)
Vacant, Cabrillo College Library
Jacqueline Gallo, CSUMB
Aleah Kropholler, Gavilan College Library
Cynthia Ainsworth, Hartnell College Library
Deborah Stephens, Hartnell College Library
Hillary Theyer, Monterey County Free Library
Ann Flower, Middlebury Institute of International Studies
Jeff Sundquist, Monterey Peninsula College Library

Alicia Martinez, Watsonville Public Library (Vice-Chair)
Brian Edwards, Monterey Public Library
Edward Corrado, Naval Postgraduate School
Rachel Gaither, Pacific Grove Public Library
Timothy Kuelker, Salinas Public Library
Austin Curtis, San Benito County Free Library
Rochelle Eagen, San Juan Bautista City Library
Christopher Platt, Santa Cruz Public Libraries

- 1. Call to Order, Introductions, Announcements, Proxies Edwards
- 2. Approval of Consent Items **(Action Item)** Edwards
 - A. Approval of Agenda
 - B. Approval of Minutes of June 21, 2024 Meeting Attachment 1, pg. 3
- 3. Administrative Business
 - A. Committee Updates and Funding Requests **(Action Item)** Edwards Attachment 2, pg. 5
 - B. MOBAC dPlan Subscription Updates from Participating Libraries All
 - 1. Cabrillo Community College
 - 2. Harrison Memorial Library
 - 3. Monterey County Free Libraries
 - 4. Monterey Public Library
 - 5. Salinas Public Library
 - C. MOBAC Representation on PLP Executive Committee **(Action Item)** Frost Attachment 3, pg. 6
 - D. MOBAC Strategic Planning All
 - E. Dolly Parton Imagination Library Update Wright
 - F. Emergency Preparation Update Wright

4. Reports

- | | | |
|---------------------------------------|---------|----------------------|
| A. ILL Resource Sharing Annual Report | Haskins | Attachment 4, pg. 7 |
| B. Reference Annual Report | Addison | Attachment 5, pg. 11 |
| C. SPLAMBA Annual Report | Weyant | Attachment 6, pg. 12 |
| D. Technology Annual Report | Tozier | Attachment 7, pg. 13 |
| E. Literacy Annual Report | Andrews | Attachment 8, pg. 14 |
| F. MOBAC Chair | Edwards | |
| G. 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 | Edwards |
| B. Agenda Items and Location for December 20, 2024 Meeting | Edwards |
| 1. Outreach Discussion (Discontinue?) | |

7. Adjournment

MOBAC Administrative Council

June 21, 2024

9:30 a.m. – via Zoom

Action Minutes

Council: Joanna Messer Kimmitt (CAB); Ashlee Wright (HML); Hillary Theyer (MCFL); Jeffrey Sundquist (MPC); Brian Edwards (MPL); Rochelle Eagen (SJB)

Proxies: Joanna Messer Kimmitt for HCL; Brian Edwards for PGPL; Francis Hebert for SAL; Austin Curtis for SBCL

Others: David Addison (Reference); Stacy DeMatteo (Technology); Sarah Hoeffel (Literacy); Elizabeth Thomas (Reference); Carol Frost (PLP); Justin Wasterlain (PLP)

1. Call to Order, Introductions, Announcements, Proxies

The meeting was called to order at 9:34 a.m. by Chair Kimmitt.

2. Approval of Consent Items

A. Approval of Agenda

B. Approval of Minutes of March 15, 2023 Meeting

A motion was made, and unanimously approved via roll call vote, to approve the Consent Items. (M/S Theyer/Wright)

3. Administrative Business

A. Outreach Discussion

Kimmitt asked for this item to be moved to the September meeting.

B. Dolly Parton Imagination Library Update

Wright reported the Carmel-by-the-Sea Rotary Club was still interested in this project. Wright noted the potential budget cuts to the program in the Governor's May revised budget could impact the project's momentum, but she will update the Rotary Club and discuss options.

C. Review and Approval of FY 2024-25 OCLC Contract

A motion was made, and unanimously approved via roll call vote, to approve the FY 2024-25 OCLC contract. (M/S Theyer/Wright)

D. Committee Program Updates and Funding Requests

Wasterlain explained the \$2,500 of funds allocated for the Technology Committee to purchase two Meeting Owl 3 cameras and carrying cases during the March 15, 2024 meeting, had not been enough to cover the full cost of the devices, tax, and shipping, which totaled \$2,618.73. He asked, on behalf of the Technology Committee, for an additional allocation of \$118.73 to cover the difference. A motion was made, and approved unanimously via roll call vote, to approve the allocation of \$118.73. (M/S Theyer/Herbert)

E. FY 2024-25 MOBAC Administrative Council Meeting Schedule

Wasterlain stated he would confirm with Hartnell College Library that they can still host the September meeting. Wright offered Harrison Memorial if needed.

4. Reports

Reports from the Resource Sharing Committee, Reference Committee, Technology Committee, and Literacy Committee were provided. Wright asked to have the KOHA ILS report removed from future agendas noting the scope of the project has been reduced to a potential collaboration between Harrison Memorial Library, Monterey Public Library, and Pacific Grove Public Library.

5. Public Comment – none

6. Other Business

A. News from libraries – The libraries shared updates.

B. Agenda Items, Chair, and Location for Next Meeting on September 20, 2024

- Committee Review Workgroup Update
- Continued Outreach Discussion
- Committee funding requests
- dPlan subscription update

7. Adjournment

The meeting was adjourned at 10:25 a.m. by Chair Kimmitt.



To: MOBAC Administrative Council
From: David Addison, MOBAC Reference Committee
Subject: Committee Program Funding Request
Date: September 20, 2024

The MOBAC Reference Committee and the MOBAC Technology Committee will co-present a workshop on specific impacts of AI on reference services, and library service in general. A professor from CSUMB who teaches courses on AI will be invited to present on the topic. The program will also include a hands-on peer-to-peer learning component for AI search tools and outcomes.

The Program will be held at the Marina Branch Library (MCFL) on Friday, October 25, 2024, from 8:30 – noon.

The MOBAC Reference and Technology committees are requesting \$500 to host this program. Funds for the program would be provided by a PLP Staff Development Initiative grant.

Recommendation

It is recommended the MOBAC Administrative Council approve the program proposal.



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: MOBAC Representative on PLP Executive Committee
Date: September 20, 2024

The PLP Executive Committee is comprised of eight members, with two from each region. The current MOBAC representatives include Hillary Theyer (MCFL) and Tom Rosko (NPS).

A term is two years, and a member typically serves two terms.

Tom Rosko has left the Dudley Knox Library at the Naval Postgraduate School and will no longer be able to serve on the PLP Executive Committee. A new representative from MOBAC is needed. Considering MOBAC, has seven academic members, it is preferred to have representation from one academic library and one public library.

It is recommended that the MOBAC Administrative Council nominate a representative for the PLP Executive Committee from an academic MOBAC library to complete the remainder of Tom Rosko's term, through June 30, 2024. That person may choose, later in the year, to continue with the PLP Executive Committee for another one-year term for FY 2025-26.

The nominee will be approved at the October 21, 2024 PLP Executive Committee meeting.

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2023-2024

Committee Name: Resource Sharing Committee

Committee Chair: Co-Chairs: Katya Haskin (MPC), Rochelle Eagen (SJB)

Active Committee Members (not up to date): Rachel Becerra (GAV), Rochelle Eagen (SJB), Lydia Gentry (MIIS), Katya Haskin (MPC), Ray Melendez (MCO), Donna Teresa (MPC), Alex Chavez (WPL), Aubrey Young (CPL/HML), Katrina Reeves (SCPL)

Will be properly updated after we next meet.

Date: 12 September 2024

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

Unfortunately due to scheduling conflicts the RSC committee was unable to meet. ILL services continue to be a vital service provided at each of the libraries within MOBAC.

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

- We hope to resume our regularly scheduled meetings this coming year, forging connections with new members and giving support. We will reach out to members unable to regularly attend meetings to solicit their input for future meetings.
- We will explore ILL tools that facilitate the sharing of electronic resources and e-books.
- We will gather and share information about ILL-relevant conferences, resources, and workshops.
- We will find the best information and update the **MOBAC ILL Guidelines** as needed. Sharing useful links and best practices.
- We will reach out to libraries with members that have retired or left and connect with their replacements, urging them to participate in this committee.

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

- Scheduling conflicts and other commitments made it difficult for the committee to meet this past year, but we are hoping to resume regular meetings this coming year.
- Due to the changing nature of digital content, we are working to keep up with new technologies and would like to know more about what that means for us.

- We request that the Council encourage full participation of MOBAC member libraries in resource sharing.
- We request that the Council encourage MOBAC member libraries to designate a Resource Sharing Committee representative to attend future Resource Sharing Committee meetings.
- While assembling the annual statistics, we noticed that UCSC's library is still being included and counted as part of MOBAC, therefore the statistics are a bit skewed due to that.

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

Annual Statistics – FY 2024 (August 2023 – August 2024)

The statistics presented in **green** (pg 3) represent the overall activity of MOBAC as **Borrowers**.

The statistics presented in **blue** (pg 4) represent the overall activity of MOBAC as **Lenders**.

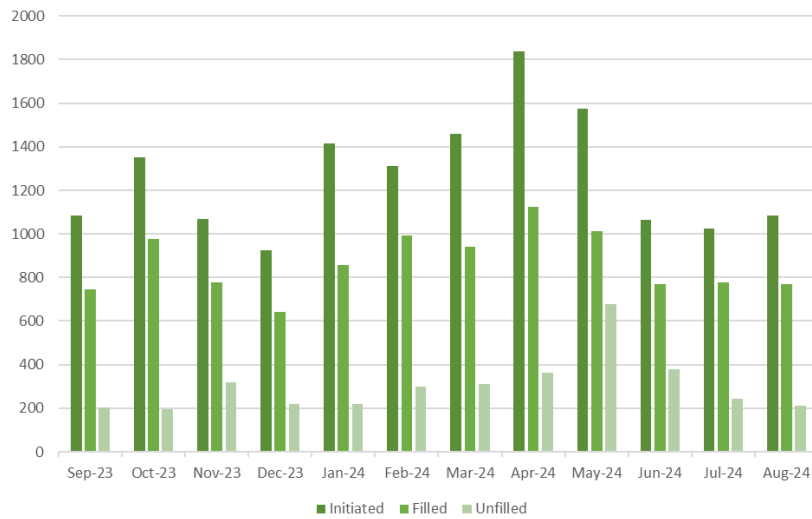
Borrower Activity Overview Report -- Group

| | | | | | | | | | | | | |
|------------------|----------------------------------|--|--|--|--|--|--|--|--|--|--|--|
| Reporting Period | August 2024 - September 2023 | | | | | | | | | | | |
| Group ID | MOBAC | | | | | | | | | | | |
| Group Name | Monterey Bay Area Coop Libr Syst | | | | | | | | | | | |
| Institutions | 20 | | | | | | | | | | | |

| Month | Aug-24 | Jul-24 | Jun-24 | May-24 | Apr-24 | Mar-24 | Feb-24 | Jan-24 | Dec-23 | Nov-23 | Oct-23 | Sep-23 |
|--|---------|----------|---------|---------|---------|---------|----------|----------|----------|----------|----------|----------|
| Requests Initiated | 1085 | 1025 | 1064 | 1575 | 1836 | 1460 | 1313 | 1417 | 923 | 1070 | 1352 | 1083 |
| Requests From WorldCat | 1083 | 1025 | 1063 | 1572 | 1829 | 1460 | 1313 | 1416 | 919 | 1070 | 1351 | 1080 |
| Requests Cancelled | 81 | 61 | 81 | 99 | 103 | 119 | 113 | 108 | 99 | 72 | 76 | 80 |
| Requests Filled | 770 | 778 | 770 | 1011 | 1124 | 942 | 994 | 856 | 641 | 777 | 978 | 745 |
| Requests Filled - Loan | 572 | 652 | 624 | 787 | 874 | 760 | 805 | 664 | 500 | 569 | 781 | 588 |
| Requests Filled - Copy | 198 | 126 | 146 | 224 | 250 | 182 | 189 | 192 | 141 | 208 | 197 | 157 |
| Requests Unfilled | 213 | 243 | 380 | 676 | 363 | 311 | 301 | 221 | 219 | 320 | 196 | 203 |
| Average Turnaround Time For Filled Requests | 6:20:53 | 8:23:17 | 8:08:38 | 8:00:00 | 7:15:36 | 7:15:22 | 8:17:46 | 10:11:02 | 9:14:10 | 9:02:38 | 9:05:02 | 9:02:53 |
| Average Turnaround Time For Loan Filled Requests | 8:09:36 | 10:10:19 | 9:21:07 | 9:15:07 | 9:03:07 | 8:23:02 | 10:07:12 | 12:14:24 | 11:08:53 | 11:06:43 | 10:17:17 | 10:13:41 |
| Average Turnaround Time For Copy Filled Requests | 2:10:19 | 1:09:50 | 1:21:07 | 2:07:12 | 2:11:17 | 2:02:38 | 2:02:38 | 3:00:58 | 3:06:43 | 3:04:05 | 3:05:31 | 3:17:02 |

(dd:hh:mm)

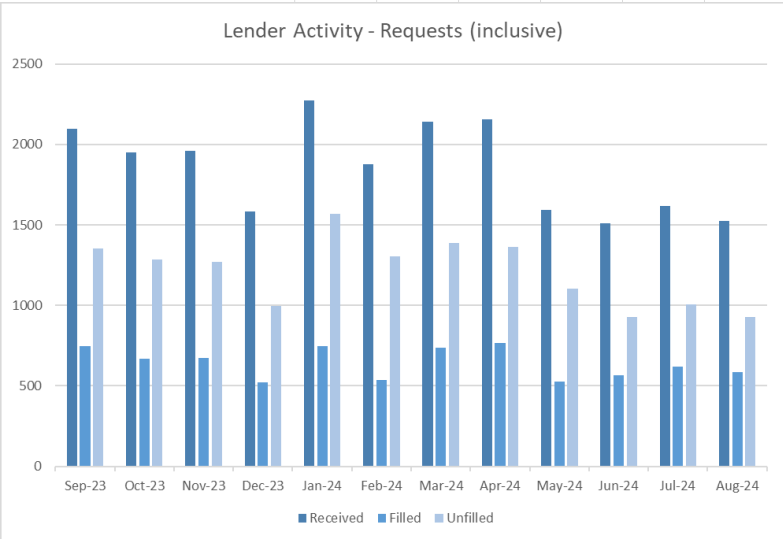
Borrower Activity - Requests (inclusive)



| | | | | | | | | | | | | |
|---|----------------------------------|--|--|--|--|--|--|--|--|--|--|--|
| Lender Activity Overview Report -- Group | | | | | | | | | | | | |
| Reporting Period | August 2024 - September 2023 | | | | | | | | | | | |
| Group ID | MOBAC | | | | | | | | | | | |
| Group Name | Monterey Bay Area Coop Libr Syst | | | | | | | | | | | |
| Institutions | 20 | | | | | | | | | | | |

| Month | Aug-24 | Jul-24 | Jun-24 | May-24 | Apr-24 | Mar-24 | Feb-24 | Jan-24 | Dec-23 | Nov-23 | Oct-23 | Sep-23 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Requests Received | 1526 | 1615 | 1508 | 1594 | 2155 | 2140 | 1878 | 2275 | 1582 | 1960 | 1949 | 2097 |
| Requests From WorldCat | 1513 | 1607 | 1494 | 1574 | 2140 | 2119 | 1858 | 2244 | 1562 | 1937 | 1924 | 2054 |
| Requests Cancelled | 11 | 14 | 9 | 10 | 20 | 16 | 9 | 18 | 13 | 14 | 17 | 16 |
| Requests Filled | 587 | 617 | 564 | 526 | 767 | 739 | 538 | 747 | 524 | 675 | 667 | 746 |
| Requests Filled - Loan | 474 | 461 | 417 | 367 | 555 | 555 | 352 | 526 | 349 | 460 | 487 | 551 |
| Requests Filled - Copy | 113 | 156 | 147 | 159 | 212 | 184 | 186 | 221 | 175 | 215 | 180 | 195 |
| Requests Unfilled | 930 | 1007 | 929 | 1106 | 1362 | 1389 | 1304 | 1568 | 994 | 1268 | 1286 | 1355 |
| Average Turnaround Time For Filled Requests | 1:05:17 | 1:15:22 | 1:12:58 | 1:00:14 | 1:06:29 | 1:13:55 | 0:23:46 | 1:17:17 | 1:11:17 | 1:18:00 | 1:09:22 | 1:10:19 |
| Average Turnaround Time For Loan Filled Requests | 1:09:50 | 2:00:58 | 1:22:19 | 1:04:19 | 1:16:05 | 1:20:38 | 1:02:38 | 2:04:19 | 1:22:05 | 2:05:31 | 1:17:02 | 1:18:29 |
| Average Turnaround Time For Copy Filled Requests | 0:10:19 | 0:10:34 | 0:10:34 | 0:14:38 | 0:05:17 | 0:17:31 | 0:18:43 | 0:15:07 | 0:13:41 | 0:17:46 | 0:12:58 | 0:11:17 |

(dd:hh:mm)



Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2023-24

Committee Name: Reference

Committee Chair: David Addison, Co-chair (SCPL); Elisabeth Thomas, Co-chair (MPC)

Active Committee Members: Evangeline Tremaine (Salinas PL); David Tavarez (MCFL); Joy Camp (CSUMB); Watonka Addison (WPL); Charlene Williams and Catrina Coyle (PGPL); Cynthia Ainsworth (Hartnell); Estrella Esparza-Johnson, Rochelle S. Eagen (San Juan Bautista PL); Joelle Mellon (MIIS)

Date: 9/20/2024

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

The Reference Committee met six times this past fiscal year, every other month. We shared tips and techniques for providing better reference; exchanged ideas on the best resources for our patrons, both print and digital, and gave general professional support to each other. We shared in depth updates regarding our respective libraries and talked about the differences and similarities of working in a public or academic library setting. We hosted a hybrid workshop (in person and on Zoom) on October 27, 2023, at the Marina Branch Library whose topic included best practices for onboarding new reference librarians. Some committee members attended an informal meeting luncheon in June 2024 in downtown Monterey.

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

We will continue to meet every other month to discuss professional development, new trends and methods of providing reference services, activities of interest for the general public for each library system, and our fall workshop on October 25th on how AI will affect both public and academic reference/research activities and how AI will impact modern libraries in general. We are lucky to have our presenter Laura Otero Ph.D., who teaches at CSUBM on this very topic. If possible, we would also like to revive a role that goes back to the original mission of the reference committee. One of our goals will be to advise the Admin Council on best practices for providing reference and research in the ever-changing landscape of modern libraries and public service.

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

The changing nature of reference and research for both public and academic libraries. The new challenge of how AI will impact our work with students and the general public. What are the expectations going forward from our library directors in terms of providing reference in our libraries?

Estimate funding need for current FY: \$500 for fall workshop on October 25th in Marina

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2023-2024

Committee Name: SPLAMBA

Committee Chair: Mary Weyant

Active Committee Members: Michele Beske, Teri Rodriguez, Alison Day, Kim Smith, Bianca Nabarrete-Lopez, Mary Weyant, Anne Scanlon, Joe Rodgers, E Esparza-Johnson, Jacqueline Danziger, Valerie Murphy, Julia Soto, Catherine Upton, Elizabeth Griffo, Lea Ann McDonald, Emily Bresett, Claire Cocchi, Abbi Strawser, Be Astengo, Heather Norquist, Sierra Hampton-Eng, Laura Blasingame, and Laura Albrecht

Date: 9/20/2024

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

As a committee, we met six times either in-person or virtually. We offered a hands-on workshop presented by Sharron Krull focused on the importance of play for physical activity and cognitive development. This workshop offered professional development as well as practical techniques and strategies for our Storytimes. We shared resources for the Summer Reading Programs, including recommending performers as well as the associated costs. In addition, we shared and promoted summer event calendars of other libraries. We discussed available grants open to public libraries and some branches received funding for these grants.

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

We are planning an in-person workshop in January of 2025. The focus is Diversity in Programs & Collections. We plan to have a panel of experts in their respective fields to present and answer our questions. The panel will consist of four speakers who are local and knowledgeable about how to integrate representation in Storytimes and our library collections for children and families.

3. Are there any obstacles/issues/challenges you wish to convey? No

Estimate funding need for current FY:

\$2,500. \$500 per speaker and \$500 for refreshments and materials.

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2023-24

Committee Name: Technology

Committee Chair: Glenn Tozier (MPC), Stacy DeMatteo (NPS)

Active Committee Members: Deborah Stephens (Hartnell), Eva Nottage (Watsonville), Miguel Jimenez Politron (MCFL), Stacy De Matteo (NPS), Glenn Tozier (MPC), Kim Smith (Monterey), Aubrey Young (Harrison), Bjorn Jones (Santa Cruz)

Date: September 20, 2024

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

During the 2023-2024 year we planned and presented a hybrid workshop in fall of 2023 “Library of Things” on the circulating of nontraditional library material. We had presenters from Hartnell College, MPC, Salinas Public Library, and a panel discussion. This was our first hybrid workshop, and we utilized an OWL camera. Partially based on our experience with our fall workshop, we asked MOBAC Admin to purchase two OWL cameras for broader MOBAC use. The cameras were delivered towards the end of the 2023-2024 fiscal year and are housed at Monterey Public Library and Watsonville Public Library.

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

The MOBAC Technology committee is putting on a joint workshop with the MOBAC Reference committee on October 25, 2024. The workshop will be hybrid using a MOBAC owned OWL. The focus of the workshop will be on the use of AI tools in libraries along with a demonstration and hands-on training with the new MOBAC owned OWL cameras. We also plan to develop a process for the circulation of the MOBAC owned OWL cameras to streamline their use by other MOBAC libraries.

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

The biggest challenges that we have experienced over the past year have been meeting attendance and finding representatives from member libraries. Members have also found updating the MOBAC website to be unintuitive and hope to have time to devote to updating the Technology Committee presence there.

Estimate funding need for current FY: \$200

Annual Report to the MOBAC Administrative Council

Fiscal Year Reporting on: 2023-2024

Committee Name: Literacy Committee

Committee Chair: Cathy Andrews (SPL)

Active Committee Members: Watonka Addison (WAT), Cathy Andrews (SAL), Susanne Crichton (SAL), Esperanza Gutierrez (WAT), Sarah Hoeffel (MCFL), Margarita Medina Romero (SAL), Elizabeth Pacheco (SAL), Juan Perez (SBC)

Date: 9-20-2024

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

- Our quarterly meetings were held in July, October, January, and April on Zoom.
- We sponsored one workshop:
 - “Leveraging AI for Literacy Tutoring” was presented by program staff, and introduced volunteer tutors to what AI encompasses, identified platforms helpful in creating tools for use in tutoring adults, and raised awareness of privacy and other issues people should be cognizant of. This in-person workshop was attended by 21 people

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

- We anticipate holding trainings during the year, typically one in the winter and one in the spring, but staffing changes may make that a challenge; the topics and scheduling will be determined later this fall. Our workshops will be open to tutors/volunteers, program staff, and library staff across MOBAC.

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

- While literacy programs continue to find ways to serve our communities of low-literacy adults even while facing some challenges, including staff turnover and lagging recruitment of volunteers for in-person assistance, most programs are again primarily offering in-person services.
- We would like to mention that the upcoming 2024-25 fiscal year marks the 40th anniversary of Library Literacy Services across California. This will be celebrated at the CLA Conference in October 2024, with some local celebrations as well.

Estimate funding need for current FY: July-Dec \$0 Jan-June \$500