



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting

March 9, 2022

APPROVED MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:03 a.m. by Chris Wymer

B. ROLL CALL

1. Roll call was conducted.
 - i. PRESENT
 1. Faythe Arredondo, Yvonne Galvan, Dani Haas, Mary Jo Lawrence, Brian Martin, Kristie Pratt, Mollie Roache, Chris Wymer (chair)
 - ii. EXCUSED
 1. Rebecca Adams, Anthony Arellano, Smruti Deshpande, Kevin Nelson
 - iii. OTHERS PRESENT
 1. Kristin Baer, Mike Drake, Kelly Jo Jones, Mark Lewis, Aaron Lusk, Amy Taylor, Logic Vang

C. ADOPTION OF THE AGENDA

1. The agenda was adopted as distributed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. The minutes of February 9, 2022 were adopted as distributed.

F. PROJECTS FOR DISCUSSION AND ACTION

1. Certification of the Need to Continue Virtual Meetings – Wymer
 - i. Wymer presented an update on the status of the COVID-19 State of Emergency and Brown Act requirements to continue holding virtual meetings. He asked committee members to share any current local safety measures in place. Roache shared that Tulare City is still imposing measures to promote social distancing. Staff are still required to wear masks when around the public, and the public is not required to wear them, but encouraged to do so. Arredondo shared that Tulare County is still considered a high transmission area. Masks are not required for

patrons but are encouraged, staff are still wearing masks in the library. They are also still using safety protocols with patrons and materials. Tulare County was in favor of continuing virtual meetings to promote staff safety by reducing travel between counties. In Kings County masks are still recommended, but not enforced. Unvaccinated staff are still required to wear masks. Madera County has the same conditions. Kern County has removed their mask requirements and signage. Staff only must wear masks if they're returning from a positive test. Based on the conditions at the member libraries, the committee was in favor of continuing virtual meetings.

1. Kings County motioned to continue virtual meetings.
 2. Tulare County seconded.
 3. The motion passed unanimously.
2. Porterville Fire Items Still in Horizon – Wymer
 - i. Wymer discussed the items from the Porterville fire that are still in Horizon. Coalinga initiated the discussion with an email asking about how to handle the items. Wymer informed the committee that Porterville's fire insurance claim is complete, and we no longer need to keep a record in Horizon. Drake informed the committee that there are still 44 items remaining in Horizon. Galvan informed Wymer that Coalinga-Huron did have 2 items in the list of fire items made it back to their library and asked that anything that showed any activity after the fire not be deleted. SJVLS staff will work through the items remaining in Horizon and delete any items where the last activity or status dates are before the date of the Porterville fire.
3. Online Payment Requirements – Wymer
 - i. Wymer discussed SmartPay payment requirements and the blocking of specific borrower types from logging in to SmartPay. Currently, there are 5 borrower types that are prevented from making online payments. They are the in-collections borrower types from Porterville, Madera, and Merced. Lawrence said she would check with Madera staff to see if the block is still required. Porterville was not present at the meeting and Wymer will follow up to see their requirements. Taylor from Merced shared they still need to enforce the block.
4. JasperReport Server Upgrade – Wymer
 - i. Wymer discussed initial plans for upgrading the JasperReports server. This is an upgrade that's been needed for some time. The recent upgrades to EZ Proxy required us to upgrade the MySQL database that records database usage statistics to a newer version that isn't compatible with our current JasperReports Server version. Wymer's thought is to migrate the JasperReports server from a Windows OS to Linux, which will save some licensing costs. He will return to the committee with a detailed plan at a future meeting.

G. STAFF REPORTS

1. Associate System Administrator
 - i. Drake discussed his recent work to update the Comres Enterprise instance to make it easier to use. Comres is a database of Community Resources that's predominately used to index and search for newspaper

articles. It's currently only used by 3 members, Coalinga, Kern, and Merced. Drake has implemented Pratt's recommendations to improve the user interface and will reach out to Coalinga and Merced soon to see about making updates for them as well.

2. System Administrator
 - i. Wymer reported that with Drake's help, the OverDrive Magazines ERC connector is live for Fresno and Merced. If any members are interested in the resource, they can check their profiles to see what it looks like. He also reported on the meeting with the Shafter City Library. Shafter was only interested in a resource sharing agreement, not joining as a full member. As a result, they will not be joining SJVLS at this time due to complications with their current ILS agreement with another vendor. There hasn't been any progress on hiring for a new System Administrator.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
 - i. April 6, 2022 via Teams.

I. ANNOUNCEMENTS

1. Arredondo discussed recent challenges in Tulare County. They recently had arson happen at their Literacy Center. Currently, the Literacy Center is closed, and staff are working out of the main Visalia branch. They also recently dealt with flooding at the Dinuba branch. They shifted to curbside pickup service temporarily and are now back to providing regular service at the branch.
2. Roache discussed staff shortages at Tulare Public Library. Two full-time staff members recently left, and they're hoping to hire new staff. She also announced that she'll be going on leave at the beginning of April and will be out for 12 weeks. Heidi Clark will be filling in for her as JSA and Automation Committee representative while she's out.
3. Haas announced that she is retiring at the end of the month. Fresno is not sure who will be attending the Automation Committee meetings for the foreseeable future.

J. ADJOURNMENT

1. There being no further business to discuss the meeting was adjourned at 10:38 a.m.