SAN JOAQUIN VALLEY LIBRARY SYSTEM
Automation Committee Meeting
August 24, 2022

APPROVED MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:01 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
    i. PRESENT
        1. Yvonne Galvan (Coalinga-Huron), Kristie Pratt (Kern), Brian Martin (Kings), Smruti Deshpande (Merced), Anthony Arellano (Porterville), Marisol Rodriguez (Tulare County), Heidi Clark (Tulare City)
    ii. EXCUSED
        1. Tiffany Polfer (Fresno), Krista Riggs (Madera), Kelly Jo Jones (Mariposa)
    iii. OTHERS PRESENT
        1. Mike Drake (SJVLS), Mark Lewis (Kern), Kevin Nelson (SJVLS), Aaron Lusk (SJVLS), Logic Vang (SJVLS)

C. ADOPTION OF THE AGENDA

1. Pratt motioned to adopt the agenda.
    i. Arellano seconded the motion.
    ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Pratt motioned to adopt the minutes as distributed.
    i. Martin seconded the motion.
    ii. The motion passed.

F. PROJECTS FOR DISCUSSION AND ACTION

1. Certification of the Need to Continue Virtual Meetings – Wymer
    i. The committee discussed current conditions in their local jurisdictions and the need to continue meeting virtually.

1. Arellano motioned to continue virtual meetings.
2. Deshpande seconded.
3. The motion passed.
2. Jasper Server Update – Drake
    i. Drake provided an update on the Jasper Reports server migration. He completed migrating the reports from the old server and created accounts for all the JSAs. The next step in the migration is for all JSAs to login and begin working on migrating their scheduled reports from the old server to the new one. There are some challenges in migrating scheduled reports, where the report was scheduled by a previous JSA that no longer works for the library. The current JSA won't have access to those reports, so Mike will work with each jurisdiction to handle any special cases.
3. End of Windows 7 Support – Nelson
    i. Nelson informed the committee that Windows 7 went out of support in 2020, and extended security updates end at the beginning of 2023. The license to continue receiving updates beyond that date is cost prohibitive. As a result, Nelson is asking the committee to make sure that all Windows 7 PCs are upgraded or removed from the network by the end of the year.
4. Enterprise Catalog Theme Updates – Wymer
    i. Wymer reviewed the revisions to Enterprise's theme and made sure he addressed patron concerns and included the suggestions from the previous committee meeting. He will implement the new theme tomorrow.

G. STAFF REPORTS

1. Senior Systems Network Engineer
    i. Nelson reported that the Spring PC Ordered arrived. It came in much faster than we expected. Unfortunately, printers are still difficult to locate, especially the models used by SJVLS libraries. Nelson also informed the committee that we are having issues with the air conditioning in the data center. Three times in the last two months the AC has shut off. Nelson is working with Fresno County staff to fix the issue.
2. Associate System Administrator
    i. Drake nothing to report.
3. System Administrator
    i. Wymer informed the committee that most of his time over the last month was spent updating the theme for Enterprise.
    ii. He's spending a lot of time preparing the end of the year reports that have to be submitted to the State Library.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
    i. September 21, 2022, at 10:00 am via Teams.

I. ANNOUCEMENTS

1. Deshpande shared that Merced wrapped up their Summer Reading Program and staff are getting back into quieter routines.
2. Rodriguez shared that Springville's internet has been down for a couple weeks, so if patrons are waiting for items from that branch, this is the reason for the delay.

J. ADJOURNMENT

1. There being no further business to discuss the meeting was adjourned at 10:35 a.m.