

LIBRARY OPERATIONS COMMITTEE MINUTES
05.01.2024
Santa Maria Public Library

Attending: Glynis Fitzgerald (Black Gold); Kristina Uvalle (Black Gold); Matt Duhon (Black Gold); Karen Christiansen (Paso Robles); Elizabeth Saucedo (Goleta); Brenda Goldy (Santa Paula); Dominic Keen (Lompoc); Michelle Homsher (Lompoc); Joanne Britton (Santa Maria)

1) 10:05 A.M. CALL TO ORDER Glynis Fitzgerald, Chair, Presiding
Recorder; Dominic Keen (Lompoc)

2) ADOPT AGENDA—1st Karen Christianson (Paso Robles)/ 2nd Joanne Britton (Santa Maria).
Approved

3) *APPROVE MINUTES— (April 3rd, 2024). 1st Elizabeth Saucedo (Goleta)/ 2nd Joanne Britton (Santa Maria). Approved

4) CIRCULATION

NOTE: This Library Operation Committee meeting is in a workshop format. Fire Alarm interrupted LOC meeting. Dominic Keen and Michelle Homsher left before the end of meeting.

- a) Notices – review of the current default notices and how to customize them.
Discussed customizing Welcome email for new patrons. BG notes: make sure you are in your library’s notices tab, and to practice on the training site.
- b) Adding messages to Koha Staff View – Reviewed the steps to add messages to the Koha Staff Page.
- c) Palace Project – Discussed the naming of the collection to make it easier to find in searches in the Black Gold collection.
- d) Reports – Discussed the deleting of reports that are not used and cleaning up of each library’s reports.

5) TECHNICAL

- a) **Koha/Aspen Issues** – Discussion on issues with Koha and Aspen. Talk about a “Wish List” of possible enhancements or workarounds for issues.

6) BLACK GOLD UPDATE – Discussed upgrades and upcoming dates for upgrades.

7) ROUNDTABLE – N/A

8) ITEMS TO BE FORWARDED – (To Administrative Council)

9) AGENDA BUILDING – See NOTE above.

10) NEXT MEETING — July 10, 2024

11) ADJOURNMENT at (time) Recorder left before adjournment.

* Denotes attachment to agenda packet