BLACK GOLD
COOPERATIVE LIBRARY SYSTEM

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Blackgold.org

AUTOMATION AND TECHNICAL SERVICES
(ATS) OPERATIONS COMMITTEE AGENDA
November 7, 2018
Webinar – ATS Ops

WebEx URL:
https://blackgold.webex.com/blackgold/j.php?MTID=mc6c00e9d264a125f0788425caca2d8a3
Phone #: 1.650.479.3208
Meeting # Access Code: 625 911 376

* Item accompanies the agenda

1. **10:00 A.M. CALL TO ORDER** — Kim Hunter, Chair, Presiding
    Recorder; Selena Fierro (SM)

2. **ADOPT AGENDA** —

3. ***APPROVE MINUTES** — October 3, 2018 by Christine Bolivar (LM)

4. **CIRCULATION** –

    a. *Add Vox books to collection – BA

    b. *LoT – council recommendation for note on bib/item

5. **TECHNICAL** —

6. **ONGOING DISCUSSION ITEMS**
    a. What Technology vendor(s) are you in discussions with for your library? –
    b. Are any new installs of technology hardware planned? –
    c. PCI Informational Minute –

7. **BLACK GOLD UPDATE** —

8. **ROUNDTABLE** —

9. **ITEMS TO BE FORWARDED** — (To Council or other committees)

10. **AGENDA BUILDING** —

11. **NEXT MEETING** — 10:00 a.m., Wednesday, January 2, 2019 - Goleta

12. **ADJOURNMENT** —

Distribution — email notice of web-posted agenda packet (available at www.ats.blackgold.org):
Karen Christiansen, PR; Marci Cunningham, SLO; Selena Fierro, SM; Christine Bolivar, Donn Adolfo, Jonathon Cardenas, LM;
Dolly Knight, SB; Allison Gray GO; Justin Formanek SP; Kim Hunter, ATS; Matt Duhon, ATS; Maureen Theobald, BG;
Directors [File Copy];

BLACK GOLD
COOPERATIVE LIBRARY SYSTEM

AUTOMATION AND TECHNICAL SERVICES
(ATS) OPERATIONS COMMITTEE MINUTES
October 3, 2018 – 10:00 a.m.
Grossman Gallery- Lompoc Public Library

* Item accompanies the agenda

1. **10:00 A.M. CALL TO ORDER** — at 10:09 A.M. by Kim Hunter, Chair, Presiding;
   Recorder, Christine Bolivar (LM). Present for the meeting: Kim Hunter (BG), Matt Duhon (ATS),
   Marci Cunningham (SLO), Christine Bolivar (LM), Justin Formanek (SP), Karen Christiansen (PR), Cassidy
   Charles (SB) and Selena Fierro (SM).
   Absent: Maureen Theobald (BG) and Allison Gray (GV)

2. **ADOPT AGENDA** —Moved by Marci Cunningham (SLO) second by Cassidy Charles (SB) motion carried as presented.

3. ***APPROVE MINUTES** — September 5, 2018 recorded by Cassidy Charles (SB); Moved by Justin Formanek (SP); second by Marci Cunningham (SLO). **MOTION CARRIED**.

4. **CIRCULATION** –

   a) Staff member to contact at your library for Lost/Damaged items (will be put in Circ manual)

      i. Paso Robles – Karen Christiansen 805.237.3871 kchristiansen@prcity.com

      ii. San Luis Obispo County – Marci Cunningham 805.781.5777 mcunningham@slolibrary.org

      iii. Santa Paula – Justin Formanek 805.525.3615 x102 justin.formanek@blanchardlibrary.org

      iv. Santa Barbara – Cassidy Charles, 805.564.5663 ccharles@santabarbaraca.gov

      v. Lompoc – Christine Bolivar, Library Manager, 805.875.8789, c_bolivar@ci.lompoc.ca.us

   b) Review LEAP receipt printing: Matt brought an Epson printer to the meeting for demonstration purposes. Duhon explained each branch will have to use tag mode for hold receipts in LEAP. He presented examples of those included in the sent agenda. Key printing settings include set margin to min, un-check "headers and footers" in the browser (Chrome). Marci/SLO suggested that locations could scale print settings to 140. Matt indicated font and Font size can be modified (limited and is system-wide) to an agreed upon size. It was agreed a Sans Serif font should be used for readability if changes are made. Matt requests everyone test and let him know once they had a chance to do so. Justin/SP said he had found some print settings online and he will pass them onto Matt.

   c) Library of Things: GO joined meeting via phone call. Group agreed on "LOT" instead of "Library of Things". The bib template record will have the format type **3-D Object** and not **Kit.** Kim is going to see if she can 're-label' 3-D Object to "Library of Things' as requested. **Group agreed to the required fields of 245 Title field, 300 Physical Description field, 500 Note Fields, 538 System Details Fields and 650 Subject Fields.** Each jurisdiction could copy and create their own item templates. A general guideline

was provided by Black Gold that was unanimously agreed on with one change – "The Black Gold cataloger will create one general bibliographic template for each jurisdiction to use". A poll was taken and only SLO and GV have items they would like to catalog soon. Kim indicated that SLO/GV are the only jurisdictions that will be set up in Polaris and other jurisdiction should contact her with circulating information if they want to add LoT items.

5. **TECHNICAL** —

   a)   Quipu messaging:
       a. All agreed that at top of page in instructions, it would be good to note that the person must be 13 or older. Otherwise patrons complete the form up to Date of Birth before being warned. It was agreed adding the age restriction in the Title of the Quipu registration page would be most effective.

   b)   Network 'lag' for some locations –There was network lag for all locations connecting through a T1 or ATT fiber links back to the data center. These lags most notably affected Santa Barbara libraries and Goleta as they use the Polaris hard client and not RDP or Leap. ATT is working to remedy the situation but the timing of equipment testing and downtime has to be coordinated with state agencies as we share some of the same equipment. Therefore this will be scheduled after hours in the morning from 7am to 8am in the coming week.

6. **ONGOING DISCUSSION ITEMS**
   a)   What Technology vendor(s) are you in discussions with for your library?
       None
   b)   Are any new installs of technology hardware planned?
       SP: Laptop vending
        Paso: New microfilm reader that reads, prints and emails
   c)   PCI Informational Minute
       If you have any questions with updating your PCI questionnaire or have questions about the new network changes and PCI compliance, contact Matt.

7. **BLACK GOLD UPDATE** — Shoutbomb vote was 3 yes and 4 no for system-wide implementation. Maureen will be taking it to Council in October.

8. **ROUNDTABLE** —

9. **ITEMS TO BE FORWARDED** — Library of Things

10. **AGENDA BUILDING** —None

11. **NEXT MEETING** — 10:00 a.m., Wednesday, November 7, 2018 - Webinar

12. **ADJOURNMENT** —1st Cassidy Charles (SB) 2nd Marci Cunningham (SLO) MOTION CARRIED.

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Karen Christiansen, PR; Marci Cunningham, SLO; Selena Fierro, SM; Christine Bolivar, Donn Adolfo, Jonathon Cardenas, LM; Dolly Knight, SB; Allison Gray GO; Justin Formanek SP; Kim Hunter, ATS; Matt Duhon, ATS; Maureen Theobald, BG; Directors [File Copy]

BLACK GOLD COOPERATIVE LIBRARY SYSTEM	AGENDA ITEM REQUEST

TOPIC:	Vox Books addition to collection	**PRIORITY LEVEL:** (1-Low 3 – High)	☒ 1 ☐ 2 ☐ 3
SUBMITTED BY:	Dolly Knight, BA		
TYPE OF ITEM:	☒ For Discussion ☐ For Recommendation ☐ Other: _____		

BACKGROUND STATEMENT

BACKGROUND: *Describe why you are bringing this item before the committee. What problem are you trying to solve?*	The Youth Services committee of Black Gold, represented by Gwen Wagy of BA, has requested that ATS consider options for adding Vox Books. These are books with a built in audio reader and long lasting battery to allow for readalongs with or without headphones. Youth Services recommends the same circulation parameters as a Juv Book/CD. Each jurisdiction should specify their own shelf location. YS would like it to be discoverable in the catalog – I have asked our cataloger to work with Teresa recommend a keyword to add to the MARC records that will link them together. MARC records for Vox Books are available from Skyriver. The Youth Services committee would prefer not to add a separate item type and would like to catalog these as audiobooks.

OUTCOME(S)

DESIRED OUTCOME(S): *Describe your desired outcome(s)*	
OTHER COMMENTS:	Because Youth Services doesn't want to add an item type, this is a discussion item for ATS for any issues/concerns.

Introducing **VOX** Books

All-In-One Books with Audio

An extremely thin **VOX™ Reader**—with a complete audio narration—is permanently attached to the inside front cover of each audio-enabled VOX Book.

Only 5mm thick, the VOX Reader is small and lightweight. So VOX Books look and feel just like regular books. The only difference? There's audio inside.

- Pre-loaded with full narration
- Listen via speaker or earphones
- Long-lasting rechargeable battery
- No set-up required
- No computer, no tablet, no phone
- Just push a button and listen

No more CDs to get lost, scratched or mismatched. No need for mp3s, computers or other electronics. Families can simply push a button to read and listen anywhere.

Using **VOX™** Books

This VOX Reader is permanently attached to the inside front cover of every VOX Book.

Listen using the built-in speaker

Or attach earphones for individual listening

To recharge, simply attach the included wall adapter to the charge port

Simply push the Play/Pause button to listen

Adjust the volume

Move forward a page or go back to listen again

User Controls

Adjust the volume using the + and – buttons. Move forward or back a page with the ❮ and ❯ buttons.

Listening Options

Use the built-in speaker above the control panel or attach earphones using the jack along the left side.

Easy Charging

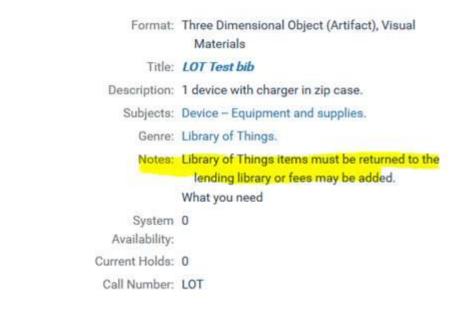To recharge, simply insert the included wall charger into the earphone/charging jack and connect to a wall outlet.

An agreed on sentence could be added to the 500 field in the **LOT Bib Template**:

Which would display in the LOT bib in the PAC <u>if they click More Information</u>:

The message could also be added to the Public: Notes section of the **OO LOT** or **GO LOT Item Record Templates**:

But when patrons look at the item in the PAC they would not see the message:

Unless they <u>hover or click on the flag icon</u>: