



**AUTOMATION AND TECHNICAL SERVICES
(ATS) OPERATIONS COMMITTEE AGENDA
Wednesday, January 4, 2023– 10:00 a.m.
Webinar**

<https://blackgold.webex.com/blackgold/j.php?MTID=m0bddf8f447bb55c9b5a40609d274005e>

Meeting number: 2559 872 0004

Join by phone
1-650-479-3208 Call-in toll number (US/Canada)

Access code: 255 987 20004

* Item accompanies the agenda

- 1) **10:00 A.M. CALL TO ORDER** Glynis Fitzgerald, Chair, Presiding
Recorder; Kristina Uvalle (BG)
- 2) **ADOPT AGENDA** —
- 3) ***APPROVE MINUTES** — November 2, 2022, by Kristina Uvalle (BG)
- 4) **CIRCULATION** –
 - a) Circ Manual update – updates from November review have been added. Items in blue are sections that still need to be determined. Notices section still needs to be updated to reflect how notices work in Koha. Formatting must wait until the content is approved. Final copy will be in correct format form. Updated copy can be found here: [Circ Manual Review Copy](#)
 - b) Holiday Calendars - Koha/Aspen – Libraries will need to add holiday dates into Koha.
 - c) Koha upgrade – discuss date for next Koha upgrade.
 - d) Unique (collections) update – an update on the status of print notices going out to patrons.
- 5) **BLACK GOLD UPDATE**
- 6) **ROUNDTABLE**
- 7) **ITEMS TO BE FORWARDED** — (To Council or other committees)
- 8) **AGENDA BUILDING**
- 9) **NEXT MEETING** — 10:00 a.m., Wednesday, February 1, 2023 (Santa Maria)
- 10) **ADJOURNMENT**

Distribution — email notice of web-posted agenda packet (available at www.ats.blackgold.org): Karen Christiansen, PR; Selena Fierro, SM; Joanne Britton SM; Dominic Keen, LM; Elizabeth Saucedo, GO; Carla Mason, GO; Eric Castro, CC; Justin Formanek, SP; Matt Duhon, ATS; Glynis Fitzgerald, BG; Directors [File Copy];



AUTOMATION AND TECHNICAL SERVICES (ATS) OPERATIONS COMMITTEE MINUTES Wednesday, November 2, 2022– 10:00 a.m.

Attending: Karen Christiansen, PR; Selena Fierro, SM; Dominic Keen, LM; Eric Castro, CC; Carla Mason, GO; Elizabeth Saucedo, GO; Justin Formanek, SP; Glynis Fitzgerald, BG; Kristina Uvalle, BG.

- 1) 10:03 A.M. CALL TO ORDER** Glynis Fitzgerald, Chair, Presiding
Recorder; Kristina Uvalle (BG)
- 2) ADOPT AGENDA** — 1st SF (SM)/ 2nd KC (PR). Approved.
- 3) APPROVE MINUTES** — October 5, 2022, by Kristina Uvalle (BG) 1st JF (SP)/ 2nd KC (PR).
Approved.
- 4) CIRCULATION** –
Reviewed updates to the Circulation Manual page by page. Refer to latest version dated 11.02.22 for changes.
- 5) BLACK GOLD UPDATE** – Feedback on NY Times games and recipes. Libraries are interested in the recipes but not the games. GF (BG) will check on pricing for recipes only. Capira has been renewed with an update scheduled for February 2023. They will be reaching out to individual libraries for customization. Koha is scheduled for an update in December. BG is having it installed on the test server and will determine when to move ahead on the production server from there. RAS Committee will meet (webinar) to go over Advantage Plus for Overdrive. Circ per month report should be accurate from here on out.
- 6) ROUNDTABLE** – N/A
- 7) ITEMS TO BE FORWARDED** — N/A
- 8) AGENDA BUILDING** – 2nd round edits for Circ Manual
- 9) NEXT MEETING** — 10:00 a.m., Wednesday, January 4, 2023 (Webinar)
- 10) ADJOURNMENT** at 12:21 p.m.

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