



**AUTOMATION AND TECHNICAL SERVICES  
(ATS) OPERATIONS COMMITTEE AGENDA**  
Wednesday, May 3, 2023– 10:00 a.m.  
Webinar

<https://blackgold.webex.com/blackgold/j.php?MTID=m3d82b7fbf10b99f571de5fdfe12c4326>

Meeting number: 2551 430 8969

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

Access code: 255 143 08969

\* 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** — April 5, 2023, by Kristina Uvalle (BG)
- 4) **CIRCULATION**
  - a) *M* - Circ Manual – Approve latest round of edits and recommend to Admin Council for approval.
  - b) \*Instant Messaging with Reference (PR) - Paso is interested in implementing the option to contact our reference desk via chat/text to be more accessible to people.
  - c) \*Changing the Number of Auto Renewals (PR) - Understand why the current autorenewal is set to 5 and understand options/challenges of customizing the limit between different locations.
  - d) \*Receipt Customization (PR) - Understand how many customization options there are between libraries to make changes to receipt details.
- 5) **TECHNICAL**
  - a) ATS Website (BG) - <https://ats.blackgold.org/>
  - b) Capira app update (BG)
  - c) \*Hotspots - Discuss the options for setting the 5g devices to allow usage by older laptops, tablets, and phones.
- 6) **BLACK GOLD UPDATE**
- 7) **ROUNDTABLE**
- 8) **ITEMS TO BE FORWARDED** — (To Council or other committees)
- 9) **AGENDA BUILDING**
- 10) **NEXT MEETING** — 10:00 a.m., Wednesday, May 3, 2023 (TBD)
- 11) **ADJOURNMENT**

Distribution — email notice of web-posted agenda packet (available at [www.ats.blackgold.org](http://www.ats.blackgold.org)): Meg Weber, PR; Karen Christiansen, PR; Stacy Brigman, SM; Joanne Britton SM; Dominic Keen, LM; Elizabeth Saucedo, GO; Eric Castro, CC; Brenda Goldy, SP; Matt Duhon, ATS; Glynis Fitzgerald, BG; Directors [File Copy];



**AUTOMATION AND TECHNICAL SERVICES  
(ATS) OPERATIONS COMMITTEE MINUTES  
Wednesday, April 5, 2023– 10:00 a.m.  
Lompoc Public Library – Grossman Gallery**

Attending: Meg Weber, PR; Karen Christiansen, PR; Stacy Brigman, SM; Dominic Keen, LM; Elizabeth Saucedo, GO; Eric Castro, CC; Brenda Goldy, SP; Kristina Uvalle, ATS; Glynis Fitzgerald, BG

- 1) **10:12 A.M. CALL TO ORDER** Glynis Fitzgerald, Chair, Presiding  
Recorder; Kristina Uvalle (BG)
- 2) **ADOPT AGENDA** — 1<sup>st</sup> KC (PR)/ 2<sup>nd</sup> DK (LM). Approved.
- 3) **\*APPROVE MINUTES** — March 1, 2023, by Kristina Uvalle (BG). 1<sup>st</sup> KC (PR)/ 2<sup>nd</sup> DK (LM).  
Approved.
- 4) **CIRCULATION**
  - a) Circ Manual edits – Reviewed the latest version of the Circ Manual. Suggested changes will be made and presented at the May ATS meeting for recommendation to the Admin Council.
  - b) Capira app update – GF (BG) reported that the account has been set-up for the new upgrade. We are waiting for the branches to be added so we can start setting up the page templates for each library jurisdiction. KC (PR) asked to be left on the list for the Capira updates for the time being.
- 5) **TECHNICAL**
  - a) ATS Website (BG) - <https://ats.blackgold.org/>  
BG staff is working to update the ATS website to reflect changes to our current libraries and ILS. Our goal is to make it easier for library staff to find information they need and be reference material for all things relating to Black Gold.
- 6) **BLACK GOLD UPDATE** - The Economist is no longer being offered through Overdrive. The price has increase and the directors feel it is too expensive at this time.
- 7) **ROUNDTABLE** n/a
- 8) **ITEMS TO BE FORWARDED** — n/a
- 9) **AGENDA BUILDING** –
  - a) Make old barcodes searchable but not active in Koha
  - b) Review process for Claims Never Had in Koha
  - c) Discuss how the Holds Matrix works in Koha
- 10) **NEXT MEETING** — 10:00 a.m., Wednesday, May 3, 2023 (Webinar)
- 11) **ADJOURNMENT** at 12:55 p.m. 1<sup>st</sup> KC (PR)/ 2<sup>nd</sup> DK (LM). Approved.

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<b>TOPIC:</b>	Instant Messaging with Reference	<b>PRIORITY LEVEL:</b> (1-Low 3 – High)	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3
<b>SUBMITTED BY:</b>	Meg Weber		
<b>TYPE OF ITEM:</b>	<input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Recommendation <input type="checkbox"/> Other: _____		
<b>BACKGROUND STATEMENT</b>			
<b>BACKGROUND:</b> <i>Describe why you are bringing this item before the committee. What problem are you trying to solve?</i>	Paso is interested in implementing the option to contact our reference desk via chat/text in order to be more accessible to people. I have been told that this may be possible to manage through Koha, or at least that we did some kind of chat system to run Curbside pickup during Covid.		
<b>OUTCOME(S)</b>			
<b>DESIRED OUTCOME(S):</b> <i>Describe your desired outcome(s)</i>	Understand possibilities and past experiences with instant messaging: how it could be managed, whether it would integrate with Koha, and what other libraries might be interested in providing chat.		
<b>OTHER COMMENTS:</b>			



<b>TOPIC:</b>	Changing the Number of Auto Renewals	<b>PRIORITY LEVEL:</b> (1-Low 3 – High)	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
<b>SUBMITTED BY:</b>	Meg Weber		
<b>TYPE OF ITEM:</b>	<input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Recommendation <input type="checkbox"/> Other: _____		
<b>BACKGROUND STATEMENT</b>			
<b>BACKGROUND:</b> <i>Describe why you are bringing this item before the committee. What problem are you trying to solve?</i>	Allowing 5 autorenewals means that a patron can have an item for upwards of 18 weeks, which seems like a long time for an item to be out of circulation and would be MORE likely to lead to lost items. Most libraries I've previously worked out only did 1 or 2 autorenewals and beyond that it would be up to the staff member's discretion.		
<b>OUTCOME(S)</b>			
<b>DESIRED OUTCOME(S):</b> <i>Describe your desired outcome(s)</i>	Understand why the current autorenewal is set to 5 and understand options/challenges of customizing the limit between different locations.		
<b>OTHER COMMENTS:</b>			



<b>TOPIC:</b>	Receipt Customization	<b>PRIORITY LEVEL:</b> (1-Low 3 – High)	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3
<b>SUBMITTED BY:</b>	Meg Weber		
<b>TYPE OF ITEM:</b>	<input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Recommendation <input type="checkbox"/> Other: _____		
<b>BACKGROUND STATEMENT</b>			
<b>BACKGROUND:</b> <i>Describe why you are bringing this item before the committee. What problem are you trying to solve?</i>	Paso is interested in using our receipts more strategically, by adding promotional messages, logos, QR codes, or other custom details to the receipts that print out either from self-checkout or from the front desk. We want to		
<b>OUTCOME(S)</b>			
<b>DESIRED OUTCOME(S):</b> <i>Describe your desired outcome(s)</i>	Understand how much customization options there are between libraries to make changes to receipt details.		
<b>OTHER COMMENTS:</b>			

## INSTRUCTIONS FOR HOTSPOT 5 GHZ SETTINGS

- 1) Connect computer to hotspot wifi
- 2) In your browser window, go to <http://mobile.hotspot>
- 3) Enter in the password "Bgadmin!!"
- 4) Go to Wifi> Basic.
- 5) Check WiFi SSID to connect to the correct device.
- 6) Options are to connect to either 2.4 GHz or 5GHz or both.
- 7) If you connect to both, patrons will have the option to choose between the two speeds available.

**If you want the patron to be able to choose between options, the WiFi SSID label will have to be updated from bgc... to bgc... (2.4) and bgc... (5) respectively. (ex. bgc381 would be bgc381(2.4) and bgc381(5) in the settings.**

2.4GHz

WiFi 2.4GHz:	<input checked="" type="checkbox"/>
* WiFi SSID:	<input type="text" value="Hotspot_D53_2.4GHz"/>
Broadcast network name (SSID):	<input checked="" type="checkbox"/>
Security:	<input type="text" value="WPA2-PSK"/>
Encryption:	<input type="text" value="AES"/>
* WiFi password:	<input type="password" value="....."/> <input type="checkbox"/>
Maximum connection:	<input type="text" value="10"/>

5GHz

WiFi 5GHz:	<input checked="" type="checkbox"/>
* WiFi SSID:	<input type="text" value="bgc381"/>
Broadcast network name (SSID):	<input checked="" type="checkbox"/>
Security:	<input type="text" value="WPA2-PSK"/>
Encryption:	<input type="text" value="AES"/>
* WiFi password:	<input type="password" value="....."/> <input type="checkbox"/>
Maximum connection:	<input type="text" value="10"/>

Cancel

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