



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting

June 29, 2022

DRAFT 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. Faythe Arredondo, Kristin Baer, Yvonne Galvan, Kelly Jo Jones, Brian Martin, Kristie Pratt, Krista Riggs, Chris Wymer (chair)
 - ii. EXCUSED
 1. Anthony Arellano, Heidi Clark, Smruti Deshpande
 - iii. OTHERS PRESENT
 1. Mike Drake, Mark Lewis, Kevin Nelson, Tiffany Polfer, Logic Vang

C. ADOPTION OF THE AGENDA

1. Pratt motioned to adopt the agenda.
 - i. Jones 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. Baer 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. Baer motioned to continue virtual meetings.
 2. Arredondo seconded.
 3. The motion passed.

G. STAFF REPORTS

1. Senior Systems Network Engineer
 - i. Nelson reported that the outstanding Dell invoices have been paid, and the hold on placing new orders has been lifted. He is going to re-quote the Spring PC Order and then get it placed. He asked if any members had outstanding items they would like to order. Jones asked if Mariposa had placed an order. Nelson said they had not and asked Jones to contact him after the meeting to discuss options. Martin asked if he placed an order, and Nelson confirmed he did.
2. Associate System Administrator
 - i. Drake reported that he is compiling a list of each member's BC Analytics users and will make it available when completed so the members can review their current accounts.
3. System Administrator
 - i. Wymer reported that the 3-year and 7-year inactive patron purges were completed over the last 2 weeks. Summary reports are available in the system shared folders. The summary reports show the number of borrowers and dollar amount of debts purged.
 - ii. Wymer reported that the new JasperServer has been upgrade and work is underway to migrate the reports from the old server. He ran into an issue where the bad email address report would not execute, due to a SQL validation process on the JasperServer.
 - iii. Wymer reminded the committee members that SJVLS will be rebranding their logo and color scheme next week. He asked the committee to replace the SJVLS logo in their websites and other materials. Pratt asked if the new logo will be made available to staff. Wymer said he would send a link to the logo files.
 - iv. Wymer asked the committee members to remind their staff that they need to close Horizon clients overnight. He is observed a large number of clients still logged in each morning. Pratt asked if Wymer could send a list of the workstations, and he said he would add it to his morning routine.
 - v. Wymer informed the committee that due to staff shortages, original cataloging is suspended systemwide.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
 - i. July 27, 2022 at 10:00 am via Teams.

I. ANNOUNCEMENTS

1. Arredondo informed the committee that she will be going on an extended leave soon and Tulare County will have an interim JSA.
2. Baer informed the committee that she accepted a position with Fresno City College and will be leaving Fresno County Library in August. Polfer will transition to being Fresno County's JSA.
3. Wymer announced that on Friday, July 1, the Porterville Library will re-open after 2 and a half years of being closed.

J. ADJOURNMENT

1. There being no further business to discuss the meeting was adjourned at 10:21 a.m.