Southern California Library
Cooperative Technology Committee
Meeting March 11, 2020
10:00 – 11:30 a.m.

For this meeting please log into Zoom online here:

https://us02web.zoom.us/j/83665178637?pwd=QzVyL243TXNRWnZuRzczZlR3N3pSdz09

Meeting ID: 836 6517 8637
Passcode: 796848

<u>Agenda</u>

All items may be considered for action.

1. Call to Order and Roll Call   Greco Venegas

2. Public Forum   Greco Venegas
   Opportunity for any guest or member of the public to address the committee on any item of Technology Committee business.

3. Approval of the Minutes from the October 29, 2020 meeting   Greco Venegas

4. Adoption of Agenda   Greco Venegas

5. SCLC Member Library eResource Directory   Diane Bednarski

6. Cooperative Library Cards   Margaret Delano

7. Chomebooks and Hotspots   Laszlo Latkoszcy

8. Technology Plans   Amanda Hog

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

9. Meeting Schedule   Greco Venegas

10. Round Robin   All committee members

11. Adjournment

ACTION ITEMS

Meeting: Technology Committee

Date: March 11, 2021

Library _____

Name: _____

Signature:_____   Date: _____

Agenda Item: _____   Agenda Item:_____ _____

____ Aye   ____ Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Agenda Item:_____   Agenda Item:_____ _____

____ Aye   ____Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Agenda Item:_____   Agenda Item:_____ _____

____ Aye   ____Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Name:_____

Signature: _____   Date: _____

Agenda Item:_____   Agenda Item: _____

____ Aye   ____ Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Agenda Item:_____   Agenda Item: _____

____ Aye   ____Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Agenda Item:_____   Agenda Item: _____

____ Aye   ____Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Agenda Item:_____   Agenda Item: _____

____ Aye   ____Aye

____ Nay   ____Nay

____ Abstain   ____Abstain

Southern California Library Cooperative
Technology Committee Meeting
October 29, 2020
10:30 am – 12:00 pm

For this meeting please log into Zoom online here:

https://us02web.zoom.us/j/81849278156?pwd=U1ZzTnFmbXNMMFR0L1VxQUx6a1MxZz09

Minutes Draft

Members Present
Armitage, Amanda – Ventura
Arreguin, Robert – Santa Clarita
Balli, Shayna – Irwindale
Beck, Jaimelee - Palmdale
Buehler, Craig - Torrance
Delano, Margaret – Azusa
Garza, Lori – Sierra Madre
Gudea, Sorin – Los Angeles (County)
Guerrero, Danielle – Arcadia
Hahn, Michael - Glendale
Herbert, Mark – El Segundo
Hertzel, Christine – Long Beach
Hernandez, Edward - Commerce
Hogg, Amanda - Burbank
Kellermeyer, Christopher – Altadena
Ksenjak, Maksim – Beverly Hills
Lieber, Pam – Inglewood
Latkoczy, Laszlo – Palos Verdes
Martin, Dan – Downey
Mitchum, Cynthia – South Pasadena
Roncal, Benjamin – Los Angeles (City)
Sanchez, Jacqueline - Whittier
Santos, Isis – Glendale
Shu, Evena – Monterey
Songster, Jennifer- Long Beach
Stewart, Karilyn - Calabasas

Yeung, Samantha – Thousand Oaks
Thompson, Douglas – Redondo Beach
Torres, Anita – Pomona
Venegas, Greco – Santa Monica
Zavinski, Tamara - Oxnard
White, Rochelle – Glendora
Nikki Winslow – Admin Council Liaison

Staff Present
Bednarski, Diane – SCLC
Snodgrass, Nerissa – SCLC

Absent
Baffigo, Carlos – Pasadena
Gallardo, Julie – Monrovia
Mangold, Joseph – Camarillo
Russell, Rebecca – San Marino
Sisivath, Shannen – Alhambra
Villa, Salvador – Moorpark

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All items may be considered for action.

1. **Call to order and Roll Call**

   Administrative Council Liaison Nikki Winslow called the first official meeting of the Technology Committee to order at 10:35 a.m.

   a.   Roll Call

2. **Public Forum**
   There were no requests to speak.

3. **Adoption of Agenda**
   MSP (Christopher Keller/Lori Garza) to adopt the agenda.

5. **Official Committee Status –** Diane Bednarski
   Diane Bednarski (SCLC) reviewed the committees in place for SCLC and the difference between an interest group and committee, noting the following:
   • The Committee can have at most one member from each SCLC member library. That individual serves as the voting member. Additional attendees from the member libraries can sit in but they are treated as members of the public.
   • The Committee must comply with the Brown Act for posting agendas and conducting meetings that are open to the public. Agendas (and accompanying materials) must be published 72-hours in advance of the meeting. They will also be posted to the SCLC website.
   • The Committee meetings follow Roberts Rules of Order for matters pertaining to voting, discussions and meeting protocols
   • Members can only speak to topics that are on the agenda, and topics should relate to SCLC systemwide business rather than individual library business. The Round Robin section at the end of the agenda will allow members to share information about local initiatives, emerging technology and other items that may be of broad interest but do not relate directly to SCLC. Round Robin should be reporting and not discussion.
   • The Committee shall have elected officers, which will be addressed in the next agenda item

6. **Election of Officers** – Nikki Winslow
   MSP Pamela Liebert & Robert Arreguin to appoint the following slate of officers: Chair = Greco Venegas, Vice-Chair = Edward Hernandez, Secretary = Samantha Yeung. All committee members present voted Yes with the following Abstentions: Margaret Delano (Azusa), Malcolm, Douglas Thompson. Sorin Gudea did not respond to the roll call for voting.

7. **DigiLab** – Nerissa Snodgrass
   Nerissa Snodgrass (SCLC) provided an overview of the DigiLab project, noting that 30 libraries currently participate, and additional libraries can email Nerissa if interested in becoming a participant. Several current participants shared positive remarks on the program, the scanning equipment, and the Montage software. It was noted that DigiLab differs from California Revealed in that DigiLab offers more local control.

8. **SCLC Shared eResource Recommendations** – Diane Bednarski
Diane Bednarski (SCLC) provided background on CLSA funds that SCLC has designated for the acquisition of a shared eResource. In May 2018 - while preparing its 2019/20 CLSA Plan of Service, the SCLC Administrative Council conducted a survey of ideas on how funds might be spent. At that time, the following ideas were considered: Link+, an assessment of SCLC, Gale Analytics on Demand, RBdigital and a Technology Van to be shared by all system members. Ultimately, it was decided to allocate $383,513 to digital resources. Only $1,100 of that total amount was expended (on a subscription to Gale Archives of Sexuality & Gender).

For 2020/21, SCLC designated $34,748 in CLSA funding for a shared eResource. Should the Admin Council vote to use the unspent 2019/20 CLSA funds for a shared digital resource, then that would provide over $420,000 in funding. Funds must be spent within three years of being allocated.

In September 2020, a survey was sent to the SCLC Technology Interest Group seeking ideas for shared eResources. The response rate was low, and the top ideas presented were eBooks, eNewspapers, streaming movies and eMagazines.

The Committee discussed ideas and several posed that a shared eBook solution could be challenging as member libraries are almost evenly split on the platform currently in use (Bibliotheca Cloud and Overdrive). Ideas that garnered the most support were:
- eNewspapers. Press Reader was mentioned, and interest in an image version of the LA Times (vs. the article text approach provided by ProQuest) was expressed by many. Spanish language content was promoted by several, but others noted that their communities have language needs other than Spanish.
- eLearning Solution. VIP Learning, Lynda.com were mentioned
- Job Searching/Test Preparation. Many are using the JobNow subscription offered through the State Library. Skillsoft was also mentioned as an interest.

9. **Round Robin**

- Ventura County Library
  Ventura County Library is in the process of implementing VDI to replace all of our public facing computers. We are completing our RFI for a new ILS and will move into the RFP process soon. We are also very excited to implement technology lending kits. These kits will include a Chromebook and a hotspot that our patrons will be able to checkout for 7 days. We just lent our first kit out to a Veteran who was in need for a computer and internet access. We are starting with 20 kits and hopefully will add more in the future. We are also in the process of upgrading our staff computers to Windows 10 desktops.
- Altadena Library District
  - Altadena received a grant to upgrade wiring for network infrastructure, server, and access points.
  - The library upgraded from 1Gig to 10Gig

- Downey City Library
  - o Downey received a grant and upgraded from 1Gig to 10Gig.
  - o The library has been closed for renovation and plans to reopen November 2020.
  - o They have created a new app that will allow every staff member to make new library cards, answer reference questions and check in/out materials.
- Inglewood Public Library
  - o Inglewood is in the process of unveiling a new ILS (Polaris).
  - o Their curbside pickup has been very successful.
  - o They have used this time to revamp their webpage and add to their social media presence.
- Santa Clarita Public Library
  - Santa Clarita added lockers and they have been very popular.

10. **Adjournment**

Meeting was adjourned at 11:57 a.m.

DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Diane Z. Bednarski, Executive Director

SUBJECT: Member Library eResource Directory

In December 2020, SCLC staff canvassed SCLC member library websites to compile a list of licensed eResources maintained by each member. The list was then used by the SCLC eResources Task Force as a general guide in assessing how CLSA funds allocated to digital resources might best be used.

Members of the SCLC Administrative Council have expressed that the tool might have ongoing value for other purposes, such as supporting reference staff in directing patrons to regional resources and assisting with local decisions about digital resource licensing.

Technology Committee members will be provided a link to a spreadsheet reflecting licensed eResources maintained by each member library in order to review the content and provide SCLC with any necessary corrections and updates. Once completed, the spreadsheet will be made accessible from the SCLC website and Technology Committee members will be asked to notify SCLC when edits are required due to the introduction or removal of eResource licenses at their respective libraries.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that Technology Committee members review the spreadsheet of SCLC member library e-Resources and input any corrections by March 25, 2021. The list will then be uploaded to the SCLC website for public viewing, and Committee members will be asked to review the document and provide updates in advance of each Committee meeting.

ATTACHMENT: SCLC Member Digital Resources

SCLC Member Digital Resource Subscriptions   * Indicates a statewide license   **Indicates an SCLC license

Product	COUNT	Alhambra	Altadena	Arcadia	Azusa	Beverly Hills	Burbank
A to Z Databases	4						
ABC Mouse	6						
ABC-CLIO American Givernment	1						
ABC-CLIO American History	2						
ABC-CLIO Daily Life Through History	1						
ABC-CLIO eBook Collection	1						
ABC-CLIO State Geography	1						
ABC-CLIO World Geography	1						
ABC-CLIO World History (Ancient and Medieval)	2						
ABC-CLIO World History (Modern)	2						
ACBC-CLIO United States at War	1						
Acorn TV	2					x	
Alexander Street Music	1						
AllData Repair	1						
American Ancestors	1						
Ancestry Library Edition	12						x
ARTstor Image Library	1						
AskART	1						
AtoZ World Food	1		x				
AudioBookCloud	1						
Axis 360	2	x					
Beanstack	3						
Biblioteca TumbleBook	1						
Bibliotheca cloudLibrary	16		x				
BookBrowse	1						
BookPsychic	1						
Brainfuse Adult Learning Center	6		x				
Brainfuse HelpNow	21	x	x	x	x		x
Brainfuse JobNow*	33	x	x	x	x		x
BrainFuse VetNow*	30	x	x	x	x		x
Britannica Escolar	19	x	x				x
Britannica School Edition*	25	x		x			x
Careers Internet Database	1						

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DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Margaret Delano, Azusa Public Library

SUBJECT: Cooperative Library Cards

A cooperative library card is a topic that seems like should be a win for all, however, there are technology implications. Committee members are asked to share information regarding a cooperative library card including:

- Any examples of cooperative library cards that have achieved desired outcomes
- Pros and cons of a cooperative library card
- Considerations for creating and maintaining a cooperative library card system

FISCAL IMPACT: None

RECOMMENDATION: Informational only.

DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Laszlo Latkoczy, Palos Verdes Library District

SUBJECT: Chromebook and Hotspot Programs

As SCLC libraries increase their delivery of virtual services, patrons without reliable Internet access and compatible devices are at risk of being left behind. Committee members are asked to share information regarding existing and planned Chromebook and hotspot lending programs, including:

- Tips for developing lending policies and availabilities of sample policies
- Considerations for acquiring Chromebooks and hotspots
- Considerations for securing, managing and maintaining the equipment
- Pros and cons of specific hotspot services
- Interest in potential volume purchase of equipment for multiple libraries

FISCAL IMPACT: None

RECOMMENDATION: Informational only.

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DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Amanda Hogg, Burbank Public Library

SUBJECT: Technology Plans

As SCLC libraries adapt to changing times due to the pandemic a revaluation of technology services is required and a plan to deliver these changes is helpful. A technology plan is a great way to capture these proposed changes in service delivery. Tech Committee members are asked to share information regarding existing technology plans and changes due to the pandemic including:

- Tips for developing technology plans and availabilities of sample plans
- Considerations for writing and developing technology plans
- Post COVID-19 considerations to technology plans

FISCAL IMPACT: None

RECOMMENDATION: Informational only.

Southern California Library Cooperative

DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Greco Venegas, Chair Technology Committee

SUBJECT: Meeting Schedule

The SCLC Technology Committee was established to meet four times a year.   At present, meetings are being held in a virtual environment. This agenda item is to select the upcoming dates and/or sequence of future meetings. Below are some proposed options:

- Every 3 months starting in March on the second Thursday at 10:00 a.m.
- On March, May, August, and November on the second Thursday at 10:00 a.m.
- Either of the options above on the third Thursday at 10:00 a.m.
- Other suggestions welcome

FISCAL IMPACT: None

RECOMMENDATION: TBD

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DATE: March 11, 2021

TO: SCLC Technology Committee

FROM: Greco Venegas, Chair Technology Committee

SUBJECT: Round Robin

Thousand Oaks Library signed an agreement to purchase a 64-bin Remote Book Locker with Bibliotheca to provide service at the Newbury Park Library. Newbury Park Library remained closed in response to the current COVID-19 pandemic. The lockers will offer a contactless service to the community and extend access to library materials beyond the traditional service hours. We are scheduled for installation in the Spring quarter.

FISCAL IMPACT: None

RECOMMENDATION: TBD

Southern California Library Cooperative