Southern California Library Cooperative
Technology Committee Meeting

Thursday September 28, 2023
10:30 a.m. – 12:30 p.m.

Whittier Central Library
7344 Washington Ave.
Whittier, CA 90602

To attend this meeting virtually, please log into Zoom online here:
https://us02web.zoom.us/j/84871640710?pwd=MWtLRHVjb3pSQ3dCbUhVUHpjVUNNUT09
Meeting ID: 848 7164 0710
Passcode: 190315

Locations Attending Virtually	
Palos Verdes Library District 701 Silver Spur Road Rolling Hills Estates, CA 90274	Ventura County Library 5600 Everglades St., Suite A Ventura, CA 93003
Sierra Madre Public Library 440 W. Sierra Madre Blvd. Sierra Madre, CA 91024	Downey City Library 11121 Brookshire Ave. Downey, CA 90241
El Segundo Library 111 W. Mariposa Avenue El Segundo, CA 90245	City of Commerce Public Library 5655 Jillson Street Commerce, CA. 90040
Redondo Beach Public Library 303 N. Pacific Coast Hwy. Redondo Beach, CA 90277	Torrance Public Library 3301 Torrance Blvd. Torrance CA 90503
Arcadia Public Library 20 W. Duarte Rd. Arcadia, CA. 91006	Alhambra Library 101 S. First Street Alhambra, CA 91801
Azusa City Library 729 North Dalton Avenue Azusa, CA 91702	Altadena Main Library 600 E. Mariposa St. Altadena, CA 91001
Santa Monica Public Library 601 Santa Monica Blvd. Santa Monica, CA	Long Beach Public Library 200 W Broadway Long Beach, CA 90802

Glendora Public Library 140 S Glendora Ave Glendora, CA 91741	

<u>Agenda</u>

All items may be considered for action.

1. Call to Order and Roll Call   Karilyn Steward

2. Public Forum   Karilyn Steward

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   Karilyn Steward
February 28, 2023, meeting

4. Adoption of Agenda   Karilyn Steward

5. Discussion Regarding Status of Technology Committee   Karilyn Steward

6. AI in Narration   Karilyn Steward

7. Future Meeting Dates   Karilyn Steward

8. Round Robin   All committee members

9. Adjournment

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE
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Meeting: Technology Committee

Date: February 28, 2023

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

Email completed forms to: nsnodgrass@socallibraries.org

Technology Committee

Technology Committee

Southern California Library Cooperative
Technology Committee Meeting
February 28, 2023
10:00 am – 12:00 pm

For this meeting please log into Zoom online here:

https://us02web.zoom.us/j/81343299611?pwd=QktPVUtxL1dtMVFmMFVia2pBTWtrQT09
Meeting ID: 813 4329 9611
Passcode: 842209

Minutes Draft

Members Present
Armitage, Amanda – Ventura
Herbert, Mark – El Segundo
Garza, Lori - Sierra Madre
Guerrero, Danielle- Arcadia
Hassen, Lelia – Azusa
Hogg, Amanda - Burbank
Lagumbay, Allan- Pomona
Armitage, Amanda- Ventura
Le, Binh- LA County
Buehler, Craig- Torrance
Venegas, Greco- Santa Monica
Songster, Jennifer- Long Beach
Steward, Karilyn - Calabasas
Latkoczy, Laszlo – Palos Verdes
Parker, Timothy – Redondo
Beach
Sanchez, Jacqueline - Whittier
Bowley, Cathleen – Monterey
           Park
White, Rochelle – Glendora
Arreguin, Robert- Santa Clarita
King, Rebecca – Thousand Oaks
           (Proxy)
Hernandez, Edward- Commerce

SCLC Staff Present
Powers, Christine - - SCLC
Snodgrass, Nerissa – SCLC
Beck, Andy – SCLC

Absent
Zearbaugh, David - Altadena
Baffigo, Carlos – Pasadena
Mitchem, Cynthia - So. Pasadena
Martin, Dan – Downey
Gallardo, Julie – Monrovia
Mangold, Joseph – Camarillo
Hahn, Michael - Glendale
Leiber, Pam – Inglewood
Russell, Rebecca – San Marino
Balli, Shayna - Irwindale
Sisavath, Shannen- Alhambra
Villa, Salvador – Moorpark
Zavinski, Tamara - Oxnard
Ksenjak, Maksim – Beverly Hills
Roncal, Benjamin – LAPL
Beck, Jamielee - Pamdale

Members of the Public
None

All items may be considered for action.

1. Call to order and Roll Call

Meeting to order at 10:01 a.m.

2. Public Forum

3. Adoption of Agenda
No changes.

Jacqueline Sanchez, motion to approve.
Edward Hernandez, second.

4. Consent Calendar
Committee approved the minutes from October 13, 2022:

Lori Garza, motion to approve.
Greco Vargas, second.

5. Connected CA
Christian Theyer presented an overview of the Connected CA program. The program is free to all California residents and libraries. There are no obligations or requirements for public libraries to participate (no surveys or data requests) but they do request that libraries contact Christian to be added to the participating libraries list.

Digital Navigators are PT current and former library staff. Services are available in English and Spanish. Digital Navigators identify and connect patrons to resources such as classes, free or low cost devices and services, and job skills and job search programs. They also provide technology support and coaching.

Patrons can connect to a Digital Navigator via text, phone, email or webform.

Connected CA will send free outreach material such as flyers, bookmarks and social media images, messages.

6. PressReader
LA Times pulled out from PressReader- there have been no updates regarding our request to reinstate access.

LAPL reached out to their contacts at the LA Times. Updates will be sent when available.

There is a sizable additional charge to add The Economist to the PressReader subscription. Due to this extra charge SCLC declined to purchase The Economist at this time.

No discounts considered by PressReader due to lack of LA Times access. PressReader will announce a new publication that will be added to the catalog but is holding back on announcing the title.

The PressReader contract expires in October 2023.

7. **Laptop Vending Machines and Charging Stations Grant Opportunities**

Various libraries shared their experience with laptop vending machines and the devices they circulate.

- Long Beach Library has had a Laptops Anytime vending machine in place for 6-8 months
- Santa Clarita Library is on its 3rd generation of Laptops Anytime machine. Laptops Anytime uses SIP. Devices don't leave the library and circulate in 2 hour increments. Used both Chromebooks and Windows but now on Windows only for the vending machines. The library purchases their own devices and Laptops Anytime customizes the bays. They currently use Gen 11 Dell core i5 laptops with Windows 10 and Office 2019.
- LA County has 30 vending machines with D tech. Support has been a challenge because it's a UK company. The bays are also a challenge for kids, people in wheelchairs and those who have to bend down. Patrons also have to reach in and unplug the computer from the power. Connects via SIP. Using Chromebooks in the machines.
- Santa Monica – Replaced 55 computer stations with charging towers. Must make a reservation (using Envisionware Cloud 9) for the table with the charging ports.
- Ventura County has 5 Laptops Anytime machines that are popular.

Discussion on pros/cons of using a laptop vending machine over staff time. Pros of vending machine – built in security; built in charging; SIP authentication. Cons of vending machine - maintenance and support can be cost prohibitive; space issues with the footprint.

Research whether we can use CLSA funds to purchase or support the set up or licensing cost of Google Management. Not interested in using funding for laptop vending machines at this time.

8.   Resource Sharing Spreadsheet

Nerissa will send the Resource Sharing Spreadsheet to SCLC Tech Committee after the meeting. Committee members are asked to review the spreadsheet and send any changes to Nerissa.

9.   **Future Meeting Dates**
Meetings will need to have a physical presence somewhere. Virtual participants will have to list their address on the agenda. There are a few exceptions such as having Covid, caring for a person with Covid, etc. Meetings will. be hybrid going forward.
- April 20 – TENTATIVE Ventura County @ Fillmore Location
- August 17– TENTATIVE City of Commerce
- October 19 – TENTATIVE Santa Monica Public Library

10.   **Round Robin**
Calabasas - Karilyn
- Started coding classes given by teen volunteers using Raspberry Pi
- Leak in the building
- Fun fair - carnival for elementary school – teen volunteers organize and run it

Whittier - Jac
- Flood in branch library meeting room
- Hiring 2 new FT Librarian I – need people for panel at end of March

Arcadia - Danielle
- New Library Services Manager – Samantha Alba (former Circulation Supervisor)
- Recruiting for a Circulation Supervisor
- Principal Librarian of Cataloging and Acquisitions retired and now recruiting for a librarian
- Completed their RFID project with FE Tech and everything is working well; smart chute is still pending
- Working on getting screencasting tech into study rooms. Awarded an Inspiration Grant
- Looking to replace Chromebooks that regularly checkout

Azusa- Leila
- Reviewing mifi checkout procedures due to loss; program is very popular
- Checkout Chromebooks in house, not so popular but looking into checking out Chromebooks for home use
- Purchased a programmable robot for neurodivergent use; autism curriculum software from Movia via CSL grant

Sierra Madre- Lori

- 10 million grant from state updating and expanding building, going from 9,000 SF to 3,000 SF temporary location
- Looking for tips and vendors to help with a move from a larg building to a small building

El Segundo - Mark
- Received a Moving Forward grant to do repair work such as HVAC, elevator, moisture damage
- ILS going from Sierra to Polaris starting in April with an estimated completion in September
- Down a cataloger who is out on leave

City of Commerce - Edward
- New Library Director Sonia Bautista, internal candidate, goals to replace staff that they lost
- Migrating to Envisionware Cloud 9
- Senator Feinstein or Padilla grant tips needed by March 2

Ventura County Library – Amanda Armitage
- New Deputy Director, Ned Branch
- Middle of ILS migration to March 23 going from Horizon to Symphony
- Open+ grant funding for Fillmore location, launching in late April
- CLC grant funding to rewire Foster library – consolidating two network closets to one
- Mark Lager, IT Manager retired in May, and Amanda is new replacement

Monterey Park - Cathleen
- Recruiting Senior Librarians for Adult Services
- Cathleen new Senior Librarian for Tech Services
- Circulating hotspots – putting them on hold now and they are popular
- Expanding hours to evenings and looking to open on Mondays in the new fiscal year
- Looking for recommendations on photo library hosts

Glendora – Rochelle
- Sensory story time
- Hydroponic project
- New staff in support and public services – almost fully staffed
- Grab a Seat at the Southern Table online in March
- Spring Reading Challenge

Torrance - Craig
- Removed Minolta microfilm machine; got new ST4 and genealogy society loves it. Connects with OneDrive, USB etc.

<u>Redondo – Tim</u>
- Getting rolling on Open+ - hoping to have it done in a few months
- Joined Connected CA in January
- Hiring PT librarians

<u>Burbank – Amanda Hogg</u>
- Planning new Central Library building
- Joined Connected CA in January

<u>Palos Verdes – Laszlo</u>
- 30 new Chromebooks, 20 silverspots, 10 totspots, 40 hotspots
- Finishing the Annex for teens and now is built into main location, includes video games, monitors
- Done with wifi upgrade
- Security camera system upgrade is going to start

<u>LA County – Binh</u>
- ARPA money – adding 1,400 Chrombooks, up to 4,000 Chromebooks for checkout; extended wifi to parking lot in all locations should be complete by end of calendar year
- 10 renovations through ARPA, 10 through Build Back grant
- State Infrastructure Grant – proposed safety and security project that got approved $18 million to put cameras, door access control, environmental sensors and PA systems in all locations, including regional and headquarters
- Moving towards Microsoft Teams Voice using Amazon Connect as distribution points at libraries 50% complete
- Renovating headquarters to include 100 bin material handling system

<u>Pomona – Allan</u>
- Restarting computer classes – keyboard, mouse, internet, privacy, security

<u>Thousand Oaks – Rebecca</u>
- Joined Connected CA
- Received a grant for Open+
- Cooktops and energy saving kits go live in March

8. **Adjournment**
   Meeting adjourned at 11:43 a.m.