



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES **DATE: JANUARY 10, 2022**
FROM: RIVERSIDE PUBLIC LIBRARY **WARDS: ALL**
SUBJECT: ONLINE PUBLIC ACCESS CATALOG TUTORIAL PRESENTATION

ISSUE:

That the Board of Library Trustees receive a tutorial presentation on Online Public Access Catalog.

RECOMMENDATION:

That the Board of Library Trustees receive a tutorial presentation on Online Public Access Catalog.

BACKGROUND:

On February 25, 2014, the City Council appropriated \$35,000 to the Library Department as a match for the E. Rhodes and Leona C. Carpenter Foundation Grant for the Polaris Integrated Library System. Polaris is an integrated automated library management system which will enable the Library to provide more responsive customer service through on-line eBooks and digital media.

On July 22, 2014, the City Council authorized acceptance of grant funds awarded to the Riverside Public Library Foundation on behalf of the Library from the E. Rhodes and Leona C. Carpenter Foundation in the amount of \$40,000 for the new Library database, Polaris.

On July 28, 2015, the City Council approved the agreement with Innovative Interfaces, Inc. (Innovative), for a software upgrade, license purchase, and annual maintenance of the Polaris Integrated Library System (ILS) in the amount of \$133,862 (the remaining balance of \$58,862 was available in the Library Gift Funds Account). The agreement was executed on July 29, 2016 and an implementation schedule was created with a deadline to go live set for March 2016.

On March 23, 2016, Polaris ILS, was implemented and went live. The ILS is the backbone of all library services (i.e. acquisitions, cataloging, and item circulation) as well as customer-facing portal.

As part of the Polaris ILS there is a customer facing portal or computerized catalog used by the public for quick and easy access to library materials called an Online Public Access Catalog.

DISCUSSION:

The Online Public Access Catalog (OPAC) allows customers to locate items owned by Riverside Public Library by title, author, language, subject, format and more. Specific information including publication date, publisher, description, series, author, reviews, biographies is also available for library materials. Riverside Public Library's Hoopla and CloudLibrary items are also searchable in the OPAC.

Using the OPAC Library customers can create new library card accounts and log into their accounts to place hold requests to transfer items to their home library, update personal information, check due dates, pay fines, and renew items.

All eight Library locations have computers available for customers to access the OPAC. Additionally, customers can access the OPAC anytime remotely using personal tablets, phones, or computer.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 1 *Arts, Culture & Recreation* and Goal No. 1.1 - Strengthen Riverside's portfolio of arts, culture, recreation, senior and lifelong learning programs and amenities through expanded community partnerships, shared use opportunities and fund development.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – This report is transparent in providing the Online Public Access Catalog tutorial staff report for inclusive community engagement, involvement of City Boards and Commissions, and timely reliable information. This activity and action by the City serve the public interest, benefit the City's diverse populations, and result in greater public good.
2. **Equity** – The Online Public Access Catalog tutorial staff report at the Board of Library Trustees in-person meeting and virtually provide members of the community equal access to share the benefits of community progress.
3. **Fiscal Responsibility** – There are no fiscal impacts with the presentation. The Riverside Public Library is a prudent steward of public funds and ensures responsible management of the City's financial resources while providing quality public services to all.
4. **Innovation** – The Online Public Access Catalog tutorial staff report is timely in meeting the community's changing needs and prepares for the future through collaborative partnerships and adaptive processes.
5. **Sustainability & Resiliency** – The Online Public Access Catalog tutorial staff report relates to meeting the needs of the present without compromising the needs of the future and ensuring the City's capacity to persevere, adapt and grow during good and difficult times alike.

FISCAL IMPACT:

There is no fiscal impact associated with the Online Public Access Catalog tutorial presentation.

Prepared by: Erin Christmas, Library Director

Approved by: Rafael Guzman, Assistant City Manager

Attachment: Presentation