

INVOICE

Date 10/8/2020	Page 1
Invoice Number 2020120119	

THE LIBRARY COPORATION
 PO Box 1610
 Inwood, WV 25428
 Phone: 800.624.0559
 Fax: 304.229.0295

Fed. Tax # 52-1043428
Territory 98

Sold to:

Ship to:

Hidalgo County Library System
 McAllen Public Library
 4001 N 23rd Street
 McAllen, TX 78504

Hidalgo County Library System

Customer No. 980317	Order Date	Shipped VIA	PO Number RENEWAL	Terms
-------------------------------	-------------------	--------------------	-----------------------------	--------------

Qty Ord	Description	Unit Price	Extended Price
	<u>HIDALGO</u>		
1	LIBRARY.SOLUTION SOFTWARE (JAN21-DEC21) <i>includes 55 technical licenses</i>	\$ 13,772.00	\$ 13,772.00
1	LIBRARY.SOLUTION LICENSE (JAN21-DEC21)	\$ 6,440.00	\$ 6,440.00
1	ENHANCED CONTENT (JAN21-DEC21)	\$ 3,814.00	\$ 3,814.00
	<u>MCALLEN</u>		
1	LIBRARY.SOLUTION SOFTWARE (JAN21-DEC21) <i>includes 50 technical licenses</i>	\$ 15,739.00	\$ 15,739.00
1	ENHANCED CONTENT (JAN21-DEC21)	\$ 2,197.00	\$ 2,197.00
	<u>H.P. GARCIA</u>		
2	LIBRARY.SOLUTION LICENSE (JAN21-DEC21)	\$ 309.00	\$ 618.00
	<u>PENITAS</u>		
1	LIBRARY.SOLUTION LICENSE (JAN21-DEC21)	\$ 721.00	\$ 721.00
	<u>PHARR</u>		
1	LIBRARY.SOLUTION LICENSE (JAN21-DEC21)	\$ 618.00	\$ 618.00

Comments	Subtotal	\$ 43,919.00
	Sales Tax	\$ 0.00
	AMOUNT DUE	\$ 43,919.00

**Hidalgo County Library System
Advisory Board Meeting
Date: November 19, 2020
Location: Virtual Meeting Agenda**

Directors (or Representatives) Present:

Albert Chambers	Donna	Marisol Vidales	Mercedes
Letty Leija	Edinburg	Mayra Rocha	Mission
Hilda Molina	Elsa	Eliamar Salgado	Penitas
Raul Sanchez	Hidalgo	Adolfo Garcia	Pharr
Susana Villegas	La Joya	Armandina Sesin	San Juan
Kate Horan	McAllen	Arnoldo Becho	Weslaco

Board Members Present:

Christine Warren	Weslaco
------------------	---------

Others Present:

Jose Tamez	Edinburg	Mike Singleterry	Pharr
Anabel Pintor	Hidalgo	Richard Rodriguez	San Juan
Jorge Gonzalez	McAllen		

I. Call to Order Kate called the meeting to order at 11:09 a.m.

II. Review of Minutes

A. Review and Approve October 15, 2020 Minutes

Motion was made by Armandina to approve the minutes as corrected. Marisol seconded. All in favor. Motion passed.

III. Old Business

A. Update on Donna PL Joining TLC Database

Jorge mentioned he had received three invoices for Donna's transition into TLC: \$3,000 for site license and setup, \$5,000 for data conversion, and \$750 for training. Some of the invoices were made out to McAllen library. Jorge added that he would communicate with TLC to have invoice be forwarded to Donna library.

B. Update on Migration to Cloud Library

Mayra mentioned that she had received the purchase order for the \$5,030 to join Bibliotheca and had forwarded it to Doug Monsoon and that he had just sent her the invoice to be able to close out the purchase order. Marisol went over the CloudLibrary Customer Analysis Form and who the contact was for each department. The primary contact and contact relations contact will be Marisol, billing contact will be Mayra, Collection contact will be Arnoldo and Yenni, and IT contact will be Jorge. She also went over the lending policies for Bibliotheca which would be patrons can check out 10 items, items can be checked out for 14 days, patrons can place holds on 10 items at a time, and patrons much check out items on hold within 3 days of being notified that hold is available. She also added that she had asked for testing to begin on December 2nd and upon discussion, the launch date was decided to be January 25th.

C. Update of Circulation Committee

Jorge mentioned that the Circulation Committee had met the day before and that they would be starting an email thread to better communicate with each other. He added that they went over the Circulation Guidelines. One item that came up in their discussion was to potentially modify guideline #4 to include language dealing with pandemic. Discussion ensued. Jorge will get with Kate and will send an email with potential wording that could be added so everyone can approve. Next meeting in three months on February 17th at 2:00 pm.

IV. New Business

A. BBVA Invoice Discussion - Mayra

Mayra mentioned that Pharr library had brought to her attention a patron who was charged twice by Authorize.net and how do we deal with this and future instances. She also mentioned that her Finance Department had let her know that they had received several charge backs. Jorge added that he would open a ticket with TLC to look into it further.

B. Annual Vote on Disbursement of County Funds

Marisol made a motion to disburse County funds equally among member libraries after paying for TLC. Letty seconded. All in favor. Motion carried.

C. Consider Adding SimplyE Amigos Library to E-Branch

Hilda mentioned that she had received a call about joining the state's e-branch. It is available for libraries who serve a population under 100,000. This will be looked to see who is interested in joining from those who qualify.

D. Hidalgo County Commissioners Court Presentation of October

Kate mentioned that she presented at the Commissioners' Court and that they seemed pleased with information. She added that they had given her the proclamation for Literacy Week.

E. Discussion of December 17 Meeting Traditions

Discussion ensued on whether to meet in person for our December meeting in San Juan to continue with traditions. In the end, we will meet via Zoom in December and potentially celebrate Christmas in July next summer.

IV. Information Exchange & Announcements

December 2020 Meeting: Virtual

Meeting adjourned at 12:30 p.m.