

Altadena Public Library District Disclosure of Enterprise Systems of Record (Updated November 2022)

*In compliance with [Senate Bill 272](#) (Hertzberg)—outlined in Government Code section 6270.5 under the Public Records Act.

defines an “enterprise system” as a software application or computer system that collects, stores, exchanges, and analyzes information a public agency uses that is *both*:

1. a multi-departmental system *or* a system that contains information collected about the public;
2. *and* a system of record, meaning that it is an original source of data within an agency.

Current system vendor	Current system product	A brief statement of the system’s purpose	A general description of categories or types of data	The department that serves as the system’s primary custodian	How frequently system data is collected	How frequently system data is updated
ByWater Solutions	Koha	Tracks the distribution and acquisition of library materials	Name Demographic Geographic Contact (Phone and E-Mail)	Information Services	Daily	Daily
GoTo	PBX	Enterprise Phone System - Voice	Other	Information Services	Daily	Daily
Comprise	SAM	Manage public account transactions	Name Print Volume Computer Usage	Information Services	Daily	Daily
Microsoft	Office 365	Email, File Storage, Surveys	Email, Misc. Files, Forms	Information Services	Daily	Daily

Google	Google Analytics	Website	Web Traffic	Information Services	Daily	Daily
WordPress	WordPress	Website Content Management	Web Traffic	Information Services	Daily	Daily
Google	Gmail	Email	Email	Information Services	Daily	As Needed
Trumba	Calendar	Public Calendar	Events	Information Services	Daily	Daily
Tawk.to	WebChat	Online Chat	Other	Information Services	Daily	Daily
Zoho	Zoho CRM & Zoho Forms	Volunteer management	Name, volunteer and professional background, Contact Information	Administration	Daily	Daily
Constant Contact, Inc.	Constant Contact	Digital Marketing	Name, Email	Administration: Marketing	Daily	Daily
Patron Point	Patron Point	Digital Marketing	Name Demographic Geographic Contact (Phone and E-Mail)	Administration: Marketing	Daily	Daily
Conversight.ai	myLibro	Mobile Application	Name Demographic Geographic Contact (Phone and E-Mail)	Information Services	Daily	Daily