

Joint Automation Council
MVLS/SALS Joint Automation Project
Minutes
November 9, 2010
Clifton Park Halfmoon Public Library

Present: Michael Burnett, Carol Clingan, Cheryl Cufari, Sara Dallas, Barbara Germain, Robert Jeffords, Mary Ann Hunter, Andy Kulmatiski, Michele Largebeau, Tim McDonough, Kathy Naftaly, Jean Sheviak

Guests: Sally Gillich

Council chair Tim McDonough called the meeting to order at 9:30 am. Minutes from the September meeting were distributed prior to the meeting. Carol Clingan moved, Sara Dallas seconded, to accept the minutes as presented and all approved.

Carol presented the financial statements for August and September. The systems will be billed for state aid this month. Michael moved, Jean seconded, acceptance of the financial statements for audit. All approved. Barbara moved, Bob seconded, acceptance of the warrants for audit; all approved.

Automation Project Manager's Report:

PC orders

Equipment is en route to libraries. There will be one more group pc order this year for those who need to purchase by year's end.

Cassie

All sites are now connected.

Email server

Cutover for the new server was October 17 and 18. Some initial performance issues at Schenectady and Saratoga but those have been addressed. Response has been mixed.

Tim asked about Smart Phones. Due to security risks, JA suggests using the web browser to access mail.

Saratoga RFID

Diane and Michele attended meetings with Saratoga and serve as consultants on interfacing the RFID vendor selected with Polaris. Mary Ann Hunter thanked JA for its support.

Ramapo-Catskill visit

A group from the Ramapo Catskill Library System met with JA staff, Sharon O'Brien and Jennifer Ferris. The system is considering migrating to Polaris.

Schenectady renovations

No news on this project. Andy explained that the bids have been finalized and the next step is solicitation of bids for building.

PUG 2010

All JA staff attended PUG conference in Syracuse. Main focus was on mobile applications. Next year's conference is in Dallas.

Polaris 4.0 upgrade

Staff intends to skip 3.6 upgrade and go to 4.0 possibly next spring. It will be loaded on trainer in January.

Time Warner visitors

Schenectady Central and Mohawk Valley both had visits from two men identifying themselves as from Time Warner. However, our usual contacts with Time Warner claimed the two were unknown to them. Upon investigation, we learned they were from a contractor for Time Warner cable.

Web/blog server replacement

The server hosts SALS blog, MVLS site, several library sites, database pages for libraries and has had performance problems. It is an old Micron server. Currently blogs have been offloaded to another server and new hardware has been ordered to replace this server.

Terminal server/router changes

Project replacing routers is almost completed with about 4 sites left.

BTOP Grant – Teleconferencing

Amsterdam and Glens Falls are part of this grant creating Public Computing Centers in their libraries. Michele attended a conference on teleconferencing (part of the grant) in Utica. She was relieved that it does not appear that additional bandwidth will be required for this part of the grant.

Finance Committee: Bound copies of the audit were made available. (They are the same as the emailed information presented by the auditor last meeting.)

There were no other committee reports.

Old Business:

The MVLS attorney is looking at the agreement to provide an opinion on the JA project becoming its own entity.

Sara reported that there is a possibility of additional construction funds and this might be an opportunity for JA to purchase additional servers.

New Business:

The new JA agreement is almost completed. It will go to both boards for approval upon completion. This is the partnership agreement between the two systems governing the operation of the project.

2011 Meeting Dates: January 4, March 8, May 10, July 12, September 13, November 8 (November meeting will not be held at Clifton Park Halfmoon Library, location to be announced).

Michele announced that she will be out for a few weeks due to surgery and will be working from home.

There being no further business, Barbara moved, Jean seconded, adjournment of the meeting. All concurred.

Respectfully submitted,

Carol Clingan