

Joint Automation Council
MVLS/SALS Joint Automation Project
Minutes
January 18, 2012
Clifton Park-Halfmoon Public Library

Present: Michael Burnett, Cheryl Cufari, Sara Dallas, Mary Ann Hunter, Robert Jeffords, Andy Kulmatiski, Michele Largeteau, Kathy Naftaly, Sue Rokos, Eric Trahan
Excused: Tim McDonough, Jean Sheviak
Guests: Sally Gillich

Council chair Michael Burnett called the meeting to order at 9:30 am.

Election of Officers 2012: Mary Ann Hunter was named chair and Michael Burnett vice-chair

Mary Ann Hunter proceeded with the meeting agenda.

Minutes from the November meeting were distributed prior to the meeting. Michael moved, Kathy seconded, to accept the minutes as presented. All approved.

Financial statements for November and December 2011 were discussed. Michael Burnett moved, Kathy Naftaly seconded, acceptance of the financial statements and warrants for audit. All approved.

Project Manager Report

- Year End processing – completed, including annual reports. Great thanks to Diane and Laura.
- SCP building project/wireless/new provider
 - Working with SCP staff to plan wiring and network changes for the new addition
 - Recommended replacing all internet connections from Cornerstone DSL and Verizon DSL to Tech Valley Communications VDSL – faster and cheaper, very good references – we were not happy with Cornerstone or Verizon
 - Recommended replacing home-grade wireless equipment with better quality – using Aruba hardware
- Router replacement – Previous Cisco hardware goes end of support this year, replacing with updated Cisco hardware, using Tony Peruzzi to assist in the configuration and installation

- New file/active directory server – New virtual server will replace existing DC and file server, can also host new JA Intranet
- eContent – Diane and Jason have been working with MVLS and SALS staff to improve the way that eContent displays in the PAC for patrons.
- Library internet connections – We have been consolidating sites to one internet connection where possible. In the past, some sites had DSL and cable. Because cable has improved to be faster and more stable, we have been able to cancel all Verizon DSL lines and are now looking to Frontier.
- Cassie
 - Upgrades to the new version/install of new PCs:
 - Completed at BUR, CAN, FTP, MEC, NOR
 - SVL, GLV and SLM to be scheduled
 - Meeting later today with SCP to plan upgrade
 - COB will be installed next week – new to Cassie
- PC orders
 - Still waiting for laptops from the Fall 2011 order.
 - Next order will be announced Feb 1.
- JA call tracking
 - We have started evaluating products – logging of calls, tracking open calls, reporting, history for searching
 - We are currently using a homegrown product in Access and would like a better product
 - Would host on the new virtual server

Committee Reports

- **Finance:** Motion to increase item fee for 2013 year from \$0.08 to \$0.09 cents, with provision that further study is made of entire JA budget before next year's budget is recommended. (Burnett/Jeffords) Approved.
- **Policy:** No report
- **PAC Steering:** No report
- **Operations:** Did not meet in December. Next meeting February 1st 9:30 at MVLS

Old Business

- Sara reported that SALS is moving forward and purchasing Marc records from Midwest. Jennifer is still working with B&T to get good records.
- E-Commerce committee has announced that they are ready to move forward. Interested libraries from the committee need to get e-merchant accounts set up with their banks - needs Paypay Payflow Pro Gateway to work with Polaris. Only Visa & M/C can be used and it will be PAC only to start. Options will show in the PAC if logged in branch and patron's registration branch have it turned on.

Reconciliation of fees will use existing reports and procedures. There are no license fees for PAC only.

New Business

- Ad Hoc Committee will schedule a meeting to begin discussing the budget and other issues.