

Joint Automation Council
MVLS/SALS Joint Automation Project
MINUTES - DRAFT
July 17, 2013
Mohawk Valley Library System

Present: Cheryl Cufari, Sara Dallas, Devon Hedges, Mary Ann Hunter, Michele Largeteau, Jean Sheviak, Eric Trahan, Mary Ann Warner.

Excused: Michael Burnett, Paul Mays, Tim McDonough, Kathy Naftaly

Guest: none

Council Chair Devon Hedges called the meeting to order at 9:30.

The minutes from the May 8, 2013 meeting were reviewed and approved. Motion: Eric Trahan. Second: Jean Sheviak.

Financial reports for May and June 2013 were reviewed and received for audit. Motion: Sara Dallas. Second: Mary Ann Hunter.

Payment Warrants for May and June 2013 were reviewed and received for audit. Motion: Sara Dallas. Second: Mary Ann Hunter.

Project Managers Report:

PC Orders: The delayed February/March orders are nearly complete. Deep Freeze is being updated when Cassie machines are replaced. The July order will be placed within days. Libraries will have 2 more opportunities to replace XP machines before the April 2014 deadline.

Polaris 4.1 upgrade: A few minor administrative issues remain, but other than that the upgrade is complete and successful. There is new release that has a few enhancements. This may be implemented in the fall. There was a discussion on upgrade costs.

SCP RFID: The equipment order will be placed soon. Michele and Mary Ann Warner will coordinate the scheduling to keep with the contract timeline.

eCommerce: WAT has been successfully tested with Global Payments. Diane has been working to coordinate the testing. This will soon be offered to the other interested libraries. There was some discussion of the new NYLA eCommerce offering.

SALS Wireless Project: SALS is testing and configuring wireless routers that will provide more statistics and load balancing to keep wireless users from hogging bandwidth. The information will be shared with all members once the testing is complete.

New JA Employee: David MacFarland started two weeks ago, and is working out well for PC support.

Fiscal Year rollovers: Several libraries with fiscal years ending in May or June need work done associated with year-end, which has been completed.

Online Database Changes: NOVEL changes have been implemented. Some vendors are changing to geolocation rather than barcode for authentication. This is taking time to implement. There are issues with authentication and statistics.

Check from Nextira: This is a years (decade?) old hardware maintenance overpayment that has now been received.

Committee Reports

Finance: No Meeting. Two budget amendments were presented: transfer \$5,000 from Syndetics to Professional fees (Carson Block); and \$285.90 from Syndetics to the Generator line. The budget amendments were approved. Motion: Eric Trahan. Second: Cheryl Cufari.
Policy: No Report

PAC Steering: No Meeting. There was some discussion on an issue currently under discussion among the PAC Steering members, concerning the committee's decision to remove the bib record call number from the brief display. The committee will continue to experiment and discuss.

Operations: No Report

Old Business

Status of meetings re: Agreement: No Report

2015 Fees: Sara reported on the JA services and fees process and meeting that was facilitated by Carson Block. Members reported satisfaction with the project and the information presented. Members have a better understanding of the JA finances and services. The survey showed members generally satisfied with the status quo. The 2015 fees will follow the existing formula, with a decision on any proposed 2015 increase made by the JA Council by the January 2014 meeting based on budget and cash flow needs. E-resources may be included if/when they are integrated into Polaris circulation. There will be abundant opportunities for members to receive information and voice their opinions.

New Business

Mary Ann Warner initiated a discussion of cataloging related to Schenectady's move to getting materials shelf-ready through EDI. The consensus was that the current cataloging process will continue to provide efficient service.

There was also a discussion on the pros and cons of standards concerning cataloging, call numbers, loan periods, etc. No change of current practice is anticipated at this point.

The meeting was adjourned at 10:40. Motion: Eric Trahan. Second: Sara Dallas.

The next meeting of the JA Council will be September 11, 2013 at SALS.