

Joint Automation Council
MVLS/SALS Joint Automation Project
MINUTES - DRAFT
Sept 11, 2013
Southern Adirondack Library System

Present: Michael Burnett, Cheryl Cufari, Sara Dallas, Devon Hedges, Mary Ann Hunter, Michele Largeau, Paul Mays, Tim McDonough, Kathy Naftaly, Eric Trahan, Mary Ann Warner.

Excused: Jean Sheviak,

Guest: Jennifer Ferriss

Council Chair Devon Hedges called the meeting to order at 9:35.

The minutes from the July 17, 2013 meeting were reviewed and approved. Motion: Michael Burnett. Second: Kathy Naftaly.

David MacFarland, a JA employee, was introduced to the Council.

Financial reports for July and August 2013 were reviewed and received for audit. Motion: Michael Burnett. Second: Cheryl Cufari.

Payment Warrants for July and August 2013 were reviewed and received for audit. Motion: Michael Burnett. Second: Mary Ann Hunter.

Project Managers Report:

PC Orders: The June/July orders were placed and received. All of the non-Cassie computers will be delivered shortly. Next group order information will be sent out October 1, with a delivery to the libraries in December. Information will be sent out to the member libraries regarding the new support dates for older machines. (Libraries will need to replace all of the XP machines before the April 2014 deadline).

Polaris 4.1 upgrade: The upgrade to Polaris 4.1 R2 will be done in 2014. Polaris has a module that will assist in collection management. More information will be shared the libraries that are using Unique Management.

SCP RFID: Renovation continues at SCP. The library will implement 3M self-check. There will be staff station trainings. A new branch, Family Literacy Center will replace two branches, Hamilton Hill and Duane. New codes will need to be developed.

SALS Wireless Project: SALS member libraries are pleased with the new Meraki Commercial Routers. Information will be shared with the MVLS libraries.

Volume Holds: Patrons will be able to place specific holds, which will mean better service for the public.

Fire Wall-IDS/IPS: Work continues with implementing the new Fire Wall. Work is being done on IDS/IPS which is another level of security. After some VPN changes are made, the audit will begin. The exact dates are not set.

Committee Reports

Finance: Eric Trahan and Michele Largeteau presented the 2014 Draft Budget. The major expense will be purchasing new servers to replace the five-year-old Polaris Servers. Michele is looking into the possibility of having Polaris host, rather than purchasing servers. There will be cost savings the first year, and it would decrease the JA work load. The draft 2014 JA Budget was reviewed and will be presented to the Mohawk Valley Library System and Southern Adirondack Library Boards. Motion: Eric Trahan, Second: Tim McDonough.

A Finance Committee meeting will be held in October to share the JA Budget, explain the in-kind costs, and to discuss the cash balance. As a result of this meeting, member library staff and boards will have a better understanding of the JA Finances and it will help facilitate fees for 2015.

Policy: No Report

PAC Steering: The discussion regarding displaying call numbers in the simple search has been resolved. The JA staff corrected the configuration problem regarding Saved Searches.

Operations: No Report

Old Business

Status of meetings re: Agreement: Eric Trahan and Sara Dallas have been working on the JA Agreement. A draft of the revised agreement will be shared at the next JA meeting.

New Business

Jean Sheviak will be retiring at the end of 2013. A replacement on the JA Council will need to be discussed. It was suggested that the new CDLC Director be considered.

The meeting was adjourned at 10:10. Motion: Michael Burnett. Second: Kathy Naftaly.

The next meeting of the JA Council will be November 13, 2013 at MVLS.

