

MVLS/SALS Joint Automation Project
Joint Automation Council Meeting September 13, 2017, 9:30 am
Southern Adirondack Library System
Minutes

Present: Karen Bradley, Sara Dallas, Devon Hedges, Kari Kakeh, Michele Largeteau, Tim McDonough, Kathy Naftaly, Mary Salluzzo, Eric Trahan, Erica Wing and Russell Wise.

Excused:

Guest: Alex Gutelius, Jack Scott

Council Chair Karen Bradley called the meeting to order at 9:31.

The minutes for the July 11, 2017 JA Council meeting were approved as presented.

Motion:Sara Dallas; Second: Tim McDonough. Ayes: All; Nays: None.

Financial reports for July and August 2017 were reviewed and received for audit. Motion: Eric Trahan; Second: Russ Wise. Ayes: All; Nays: None.

Payment Warrants for July and August 2017 were reviewed and received for audit. Motion: Eric Trahan; Second: Devon Hedges. Ayes: All; Nays: None.

Project Managers Report - Michele reported:

PC Orders:The mid year order has been made with a new vendor - machines are still HP but from a different source. 10/1/17 is the target date for the next group order. Windows updates are an ongoing issue.

Building Projects: Gloversville and Fort Plain are the main current projects, with planning moving forward for the Schenectady Mont Pleasant branch.

Library Data Connections: Schenectady central is changing to Spectrum with added bandwidth and improved pricing. Inlet has a new free connection through the town. Long Lake now has fiber through SLIC. The free Spectrum accounts are no longer being upgraded, but with paid upgrades some libraries with 2 connections are dropping Frontier and going with single paid Spectrum accounts, in some cases with savings.

GLE Outreach Project: The Polaris outreach software is installed, but the project has not yet begun. GLE expects to begin the books by mail project this fall. Saratoga has also expressed interest. At this point Ill's pricing structure requires each library to individually pay for access to the Outreach module.

CPH Credit Cards: The credit card vendor (Comprise) is having trouble coordinating with Polaris, but Clifton Park Halfmoon hopes for some progress soon.

Patron Address/Statistical Class Project: Quipu is working on the shape files for library service areas.

Office 365: JA staff is testing and learning for the next phase - Onedrive & Sharepoint. Once this is implemented, several sites may be able to phase-out local servers.

Security Policy: The user lists have been cleaned up. Several generic accounts have been closed., Jason is working on the online tracking system for policy acceptance.

III/Polaris Staff Client: Michele & Sara shared information on the ongoing issues concerning III pricing and service, including the user workstation audit.

Novelist/Syndetics: Novelist Select (used through the PAC) has reduced the use of the Novelist Plus separate database. Syndetics Unbound is close to working, and is much less expensive. JA continues to look at options for this information.

LEAP: Implementation is ongoing

RDP access from outside of libraries has been turned off due to many hacking attempts.

Staff & trainers have added non-integrated e-content to the PAC (Hoopla, Zinio, etc)

Committee Reports

Finance: Michele presented the proposed 2018 budget. The JA Council voted to recommend the budget for approval by the SALS and MVLS boards. Motion: Eric Trahan; Second: Tim McDonough. Ayes:All; Nays: None.

The Finance Committee will meet on October 4 to discuss the fee structure and strategies for reducing the deficit.

Policy: The security policy implementation is ongoing.

PAC Steering: The Council voted to cease purchase of the Children's and Spanish PACs. Motion Eric Trahan; Second: Devon Hedges. Ayes: All; Nays; None.

Operations: No report.

New Business

Michele asked whether the availability of individual library pages through NOVEL means that JA can stop providing libraries with database pages. Libraries will be notified of any change.

Given the issues with III, Michele, Sara, Diane & Eric will begin gathering information on other automation options and start looking at the ramifications of a migration to a different system. This will be the beginning of a long process with lots of opportunity for member input.

The meeting was adjourned at 10:57. Motion: Russ Wise; Second: Tim McDonough. Ayes: all; Nays: none.

The next meeting of the JA Council will be November 8, 2017 at MVLS