

**MVLS/SALS Joint Automation Project**  
**Joint Automation Council Meeting March 10, 2021, 9:30 am**  
**Virtual meeting via GoToMeeting**  
**Minutes**

**Present:** Sara Dallas, Guin Forshey, Alex Gutelius, Devon Hedges, Kari Kakeh, Michele Largeteau, Tim McDonough, Teresa Pavoldi, Mary Salluzzo, Eric Trahan, Erica Wing and Russell Wise.

**Excused:**

**Guest:** Kim Zimmer, Jill Ryder, Sharon O'Brien

Council Chair Erica Wing called the meeting to order at 9:33.

The minutes for the January 13, 2021 JA Council meeting were approved as presented.

Motion: Russ Wise; Second: Tim McDonough. Ayes: All; Nays: None.

Financial reports for January and February, 2021 were reviewed and received for audit. Motion: Eric Trahan; Second: Mary Salluzzo. Ayes: All; Nays: None.

Payment Warrants for January and February, 2021 were reviewed and received for audit.

Motion: Eric Trahan; Second: Russ Wise. Ayes: All; Nays: None.

**Project Managers Report - Michele reported:**

PC Orders: JA staff continues to configure machines from the year- end 2020 order. The first order for 2021 was just announced, with an April 2 deadline. New images have been created for Cassie machines in SCP. Michele gave a reminder that G2 series computers will be off service as of June 30, 2021; and G3 machines as of 12/31/2021.

GLE RFID: Work is ongoing in setting up the new equipment. The new sorter will have custom receipts. All new tags will use the new RFID standards.

Patron Self-Registration Status: Quipu has finished testing. The product will be set up on the trainer server for testing by the JA staff and system trainers.

Building Projects: Stillwater is getting quotes for a proposed renovation. The Fort Plain project is mostly complete. The Greenwich extensive renovations are also nearing completion.

COVID-19 relief request for III billing: New agreements with III are under review. We expect to have new contracts in place soon.

Next Polaris Upgrade: JA staff has elected to skip the current upgrade. The plan is to upgrade to version 7.0 later this year.

IUG 2021: Four JA staff and 2 trainers will be attending the virtual conference. Member library staff can participate at a 50% discount.

**Committee Reports**

Finance: No Report

Policy: No Report

PAC Steering: No report.

Operations: No Report

### **Old Business**

Subject Heading Change: Sara reported. The Library or Congress will review subject headings and ask Congress to approve. SALS and MVLS will reconsider local action if the LC fails to update subject headings.

Item Quarantine change: Mandatory delivery quarantine was reduced from 96 to 48 hours as of March 1.

### **New Business**

JA Library Agreement: JA Council members were asked to review the document as edited by Michele, Sara and Eric. The SALS and MVLS Boards will be asked to act on the edits next week.

JA staff was complimented in advocacy meetings for work done to keep services going offsite during the COVID shutdown.

Devon initiated a discussion on using Office 365 to do more with remote work, file sharing, etc. Michele indicated that the large libraries are all using different strategies with Onedrive; with Clifton Park using it most extensively. Alex recommended Devon contact Tom Schlatter for more information.

The meeting was adjourned at 10:00. Motion: Devon Hedges; Second: Kari Kakeh. Ayes: all; Nays: none.

The next meeting of the JA Council will be May 12, 2021.