

Joint Automation Council
MVLS/SALS Joint Automation Project
July 13
9:30 am
Via GoToMeeting
Minutes

Present: Eric Trahan, Alex Gutelius, Guin Forshey, Kari Kakeh, Michele Largeteau, Christine Connell, Sara Dallas, Tim McDonough, Erica Wing

Excused: Devon Hedges, Terry Pavoldi, Mary Salluzzo

Guest: Rebecca Darling, Don Flinton, Kristel Guimara, Jill Ryder, Sharon O'Brien, Jack Scott, Kim Zimmer, Linda Bell

Council Chair Alex Gutelius called the meeting to order at 9:32 am.

The minutes for the May 11, 2022 JA (Joint Automation) Council meeting were approved as presented. Motion: Guin Forshey; Second: Tim McDonough. Ayes: All; Nays: None.

Financial reports for May and June, 2022 were reviewed and received for audit. Motion: Sara Dallas; Second: Christine Connell. Ayes: All; Nays: None.

Payment Warrants for May and June, 2022 were reviewed and received for audit. Motion: Eric Trahan; Second: Tim McDonough. Ayes: All; Nays: None.

Project Managers Report – Michele reported:

PC orders:

- One more site to install PCs from the last group order
- All PCs from the most recent order have arrived. New images have been created and tested and staff are working on imaging them. JA staff are scheduling delivery.
- There will be 2 JA group orders in 2022 due continued delays in shipping. The next order, the End of Year order will be scheduled for September.
- JA support for G3 models through the end of 2022 (was previously end of June 2022) has been extended.

Telecom billing change status:

- Still trying to get a new Frontier fiber connection for Indian Lake. It is taking way longer than it should. Working with Frontier is problematic.

- JA staff is working with Frontier to upgrade an existing fiber connection for Raquette Lake. Once the line is upgraded, the JA line will be cancelled.
- All Spectrum bills have been changed as of July 1 to bill to the libraries. Chris Mundell is still working with Spectrum to upgrade many of them to higher bandwidth for a better price.
- Since some of these items took longer than planned, the Telecom line is over budget.

Building projects

- The Bolton Library renovation project includes updates to the circulation desk and network rack. JA provided wiring quotes and information and will help as needed.
- JA staff met with Amsterdam Library, Adirondack Cabling and the contractors for a walkthrough. The first phase will be to move the network closet to a new location and move the required drops to the new location. A later phase will be to add a 3-story addition, which may require a second network closet but that will be determined when we get closer to that phase. JA is waiting for plans and will be providing estimates for wiring and Meraki.

Router supply issues: The routers JA are using are no longer available or too expensive. Staff tested a few others and have purchased another Ubiquiti model (4). There have been power supplies fail and sometimes the routers have failed. JA has spare power supplies.

Waiving fines: JA has gotten a quote for \$1000 from Polaris to waive fines for the libraries that have gone fine free. This includes all MVLS libraries and 14 SALS libraries. JA staff are working with Polaris to get the proper specifications and contracts so that this can be scheduled.

Polaris upgrade:

- JA staff working with the system trainers have scheduled a Polaris upgrade to version 7.3 for overnight November 1st into the 2nd. The upgrade to trainer will be the last week of September. More information will be shared after reviewing the release notes.
- The upgrade fixes the Overdrive holdings in the PAC, fix to best sellers in the PAC, more provides more LEAP functionality.

Other items:

- JA helped SALS libraries with an Ancestry shortcut.
- Assisted Clifton Park- Halfmoon with the public server/Cassie setup.
- Installed PCs at Cassie sites and updating Cassie (Galway, Amsterdam and Mechanicville.
- Chris Mundell provided quotes and estimates for the SALS Meraki grant to replace Meraki hardware and licenses.
- Assisted Indian Lake in installing an iPad lab.
- There were Computer Room AC issues that have been resolved.

Committee Reports

Finance: No report. Eric Trahan reported budget amendments will be presented in the fall and the 2023 draft budget developed in early September.

Policy: No report.

PAC Steering Committee: No report, information shared about turning off the Best Seller display until it works correctly and turning off PAC Snippet.

Operations: No report.

Old Business

Discussion regarding virtual or hybrid JA meetings. Sara Dallas will call the Office on Open Government and Eric Trahan will contact the JA attorney to determine if JA Council meetings must adhere to the Open Government law.

New Business -none

The meeting was adjourned at 9:54 am. Motion: Kari Kakeh; Second: Eric Trahan. Ayes: all; Nays: none;

The next meeting of the JA Council will be September 14, 2022.