MVLS/SALS Joint Automation Project
Joint Automation Council Meeting March 14, 2018, 9:30 am
Mohawk Valley Library System
Minutes

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

Council Chair Alex Gutelius called the meeting to order at 9:35 am.

The minutes for the January 10, 2018 JA Council meeting were approved as presented.
Motion: Kathy Naftaly; Second: Tim McDonough. Ayes: All; Nays: None.

Financial reports for January and February 2018 were reviewed and received for audit. Motion: Eric Trahan; Second: Devon Hedges. Ayes: All; Nays: None.

Payment Warrants for January and February 2018 were reviewed and received for audit.
Motion: Eric Trahan; Second: Devon Hedges.   Ayes: All; Nays: None.

Project Managers Report - Michele reported:

PC orders: The next group order is due by March 16, 2018. All previous PCs were delivered except Amsterdam and Fort Plain per their requests. The PC model, HP 6305 will be out of support by the end of June 2018.   A reminder was sent to the libraries. The most recent BIOS upgrades means a JA staff member must physically visit sites to upgrade the machines.

Building projects: Mt Pleasant estimates are reported under reviewed.

Crandall's Outreach project: The project will use the Borrow By Mail feature of Polaris. It will go live on April 9, 2018. The project is limited to Crandall borrowers for print and magazine items. Other libraries may implement the Borrow By Mail feature if they so wished.

Patron/statistical class project: Quipu has been fine-tuning the program and Diane Robinson will take part in a demonstration. When some of the problems are fixed to JA standards, there will be another demonstration for member library staff.

PCI scanning requirement changes: In January, there were changes in the PCI scanning requirements. The JA staff had to quickly investigate and make changes to the router configurations to accommodate these requirements. The changes went into effect on Jan 31, 2018. Saratoga was rescanned and passed. The same changes were applied to Clifton Park-Halfmoon, Crandall and Schenectady County.

Firewall upgrade: It was originally thought that the entire firewall was going to be end of support this year, but upon investigation, it is just the IDS/IPS (Intrusion Detection System/Intrusion Prevention System). JA staff will work with network consultant, Ben Oliver on this project. The

plan is to replace the IDS/IPS module and software, and install new management software on another server. The VPN solution has been upgraded to implement 2-factor authentication (for administrators and newly required per PCI). It has been implemented for Crandall and JA. It will soon be implemented for Saratoga and Clifton Park-Halfmoon.

Ingram EDI: Diane Robinson is working with Sharon O'Brien and Schenectady Public Library staff to implement EDI with Ingram. Saratoga has asked that Penworthy be added as an EDI vendor. III has raised the price from $1000 plus annual maintenance to $1320 + $350 install (and maintenance). The MVLS/SALS sales person Stacey Reiling has been contacted to discuss the increase in pricing.

Schenectady County Cassie: Schenectady County expressed interest in adding Cassie at all of the branches. The JA staff is working on improvements to the Cassie configuration to be more efficient and to manage Windows updates better. The plan for Schenectady County branches would be to implement at these branches without servers. It would be more efficient for JA and library staff.

Committee Reports:
- Finance Committee – No report
- Policy Committee – No report
- PAC Steering Committee – No report
- Operations Committee – No report

2. Old Business – no report

3. New Business: Zepheira there are still many problems with this product, and JA would like to break the contract. Some problems include libraries not showing up, no geolocation. Jill Ryder is reviewing all the open tickets with III. Sara Dallas and Sharon O'Brien will meet with III to discuss the many issues with the product.

The meeting was adjourned at 10:10 am. Motion: Devon Hedges; Second: Karen Bradley. Ayes: all; Nays: none.

The next meeting of the JA Council will be May 9, 2018 at SALS.