

MVLS/SALS Joint Automation Project
Joint Automation Council Meeting September 11, 2019, 9:30 am
Southern Adirondack Library System
Minutes

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

Excused: Kari Kakeh

Guest: Vicki Plude

Council Chair Devon Hedges called the meeting to order at 9:31

The minutes for the July 10, 2019 JA Council meeting were approved as presented.

Motion:Sara Dallas; Second: Tim McDonough. Ayes: 10; Nays: None; Abstain: Russell Wise.

Financial reports for July and August 2019 were reviewed and received for audit. Motion: Eric Trahan; Second:Russell Wise . Ayes: All; Nays: None.

Payment Warrants for July and August 2019 were reviewed and received for audit. Motion: Kathy Naftaly; Second: Tim McDonough. Ayes: All; Nays: None.

Project Manager's Report

PC Orders: End of year order will be done in mid September. This order will include new models. The previous order is now complete.

Building Projects: The new Galway Library is scheduled to open on September 21. Round Lake is re-wiring. Amsterdam is at the beginning of a major expansion and renovation.

Polaris 6.3 Upgrade: The Polaris upgrade that took place on September 3-4 was a success. Staff did a great job with everything up and running by 9:30 AM.

Polaris Hosted: Data is now on hosted servers and testing is ongoing before the October 8/9 cutover. The T-1 change is going well for the larger sites. On October 3 at 9:30 there will be a Q&A session for members on the ramifications of hosted service. Downtime is expected on October 9.

Subdomain Reconfiguration: With the change to hosted service, Clifton Park, Glens Falls and Saratoga all needed to change their domain controllers. New domain controllers purchased by JA are on site and will be tested and implemented. SCP is no longer using the T1 - it will be removed soon.

Committee Reports

Finance: The 2020 Draft Budget was presented. Council accepted the proposal and voted to send it on to the SALS and MVLS boards for formal approval. Motion: Eric Trahan; Second: Russell Wise. Ayes: All; Nays: None.

Policy: No Report

PAC Steering: No report.

Operations: No report.

Old Business

Fee Structure Discussion: The annual fee discussion meeting is scheduled for Wednesday, December 11 at 9:30 at the Clifton Park-Halfmoon Public Library. After reviewing the data, the Council has decided not to pursue any additions or alterations to the fee formula at this time. MVLS and SALS will work on changing the annual library agreements and reviewing JA services and communications as a part of the upcoming plan of service discussions.

Polaris contract renewal: A call took place with the new Ill sales representative. Michele continues to work on getting written contract language that clarifies the number of licenses and costs.

New Business

Council discussed security concerns related to recent ransomware attacks to libraries. The JA is committed to maintaining security policies and procedures that protect against attacks and breaches to patron privacy.

The meeting was adjourned at 10:13. Motion:Tim McDonough; Second: Eric Trahan. Ayes: all; Nays: none.

The November meeting date has been changed to November 20 to avoid the NYLA conference. The November meeting will take place at 9:30 at MVLS.