

Governing Council Minutes
2/17/2017 – Oxford Library – GoToMeeting

Welcome New Directors

We were joined by several new directors:

Chris Curch – Worcester

Gary Quarella – Greene

Tammy Osborn – South New Berlin – (via GTM)

Old Business

The user profile JOBNOW has been renamed to INTER-ONLY. It is a user profile that libraries can use to allow access to online resources and public PC's without offering borrowing privileges. This profile has a 1 year Privilege expiration.

Automatic Renewals are an option, but there are several issues. Right now, it would have to be turned on system-wide, not on a library by library basis. Also, as currently set up the automatic renewals would include items with holds. This is something we can keep an eye on and revisit when it might be more workable.

Automatic Privilege Renewal for users is a possibility. However, libraries would lose the opportunity to update contact information. When you think about it, automatic privilege renewal is the same as having the privilege never expire. Jeff will look into setting up a report that will send e-mail to patrons whose privileges are nearing expiration to give them a heads up and encourage them to contact the library to renew. 4CLS will need member library input on the wording.

Service Interruption

We had a major problem with the main server. The motherboard was registering incorrect voltages and shut down to protect itself. A new motherboard had to be sent and installed by a technician based out of Syracuse. In all, the system was down for about 36 hours.

In the future, if there is a system-wide outage, please wait for the all clear before you attempt to log back in. Once the server comes back up there are reports that must be run and cleared. Logging in before the all clear can be counterproductive. The all clear message will be pushed out by e-mail, the 4CLS Facebook page (www.facebook.com/4CLSny), and by phone.

Going forward, 4CLS is working on measure to mitigate future service interruptions. We are working with the Southern Tier Library System on a plan where we each back up the others' system using virtual servers. Then, if one system goes down, the other can fire up the backup and offer live circ, etc. while the problem is corrected. There is hardware required for such a setup. We are looking for a regional grant or something.

Offline Circ – As noted there were some issues related to the use of the offline circulation system. The issues were due to the use of Windows 10 on some circ desk PC's. We have corrected the problem for those libraries that were affected. If you install Windows 10 on a circ desk PC, please let Automation know so that we prevent that issue from arising.

Buy It Now - in total, over \$3000 has been collected since the program began in November 2014. These credits are used to reduce the costs of equipment and upgrades from SirsiDynix.

Annual Report - A separate page on the Intranet was set up for annual report data this year. We plan to continue the practice and add frequently asked questions. Most annual reports are in.

E-Rate – Most of the TimeWarner connected libraries have been upgraded to new equipment. There are a few libraries in Delaware County that we still need to get to – hopefully soon. 4CLS recently received the funding approval for those 2016 expenses. Another e-rate window is opening up for 2017. The plan is to catch the libraries that were not included in the first wave. 4CLS will still need letters of authorization – this is now an annual thing.

Item Cat 1's – 11 outdated Item Cat 1's have been removed, most dealt with cassettes.

Enterprise Update – There is an update scheduled for 2/27/2017. Sirsi is handling it as Enterprise is hosted on their server. It will start at 1 AM and should take around 2-4 hours to complete. The update includes the ability for patrons to update some of the information on their account. That function will be turned off until the membership decides how to proceed.

BlueCloud Visibility – Sirsi has run some reports on our system in preparation. We should be live soon. Refresher: BlueCloud Visibility is an add-on feature from Sirsi that translates our holdings data into a format that is findable by Google (including geo-tagging, the addition of location qualifiers). The end result is that library holdings will turn up in google search results. SO if a Norwich resident searches Google for Terry Pratchett, the Norwich library's holdings for that author will appear in the search results.

Future Automation – 4CLS is looking to move away from Oracle servers and the Oracle platform. Oracle servers are expensive. Sirsi now supports running Symphony in Red Hat Linux. The move, which includes virtual servers, will reduce 4CLS's costs in running the system.

Ingram Rep Rob Scott stopped by to demonstrate their ipage ordering tool. Libraries can set up a sub-account under the 4cls account and use ipage to order materials that will arrive at 4cls and be processed/cataloged as normal. This is different than the direct ordering pilot. Libraries interested setting an account should contact 4CLS Acquisitions.

Internet Connectivity - 4CLS's goal is dark fiber and gigabit connection for libraries. So far the infrastructure isn't there yet in most of our region.

Thin Clients – 4CLS is also looking at the use of thin clients. Thin Clients operate more like the terminals of old than standalone PC's or laptops. They might also be a good option as OPAC's and public use computers. Implementation of thin clients requires a small server (about \$1000).

E-Mail Notices - Let us know if you would like to convert from the 3-part overdue notices to e-notices. With e-notices, overdues can be e-mailed to patrons (they will also get courtesy messages before items are due). Libraries can print out notices for patrons without e-mail addresses. Going to e-notices helps 4cls reduce costs. Those 3-part mailers are expensive.

PC Reseller Program – The operation of the PC Reseller program suffered in 2016 due to staff changes and the extra e-rate work. We are working to pick up the pieces. One important note going forward: 4CLS can no longer purchase cheap Microsoft licenses through "TechSoup.org". This change could affect the prices we are able to offer. We may be able to have the individual libraries purchase their licenses with the discount. Stay tuned.

Novelist Content in Enterprise – We were able to move the Novelist content down on the item screen and make the holding's list the open tab by default. For better transparency we named the Novelist tab "You might also like...". Hopeful this encourages patrons to check it out. We still don't have the ability to have two of those tabs open at once.

General Discussion;

There are still seats available for the **Grant Writing Workshop** on April 7 in Sidney. NonProfit Works usually charges \$125 for this full day session. You can register for \$25. Lunch is included. For more information, contact Sherry Gorman(sgorman@4cls.org or 607-723-8236)

There is also room on the bus to Albany on March 1. If you can't come along to Albany, please contact your legislators and speak in support of better library funding. We have assembled contact information for all of the legislators whose districts cross into 4CLS. It can be found under Member Information (quick link: http://libraries.4cls.org/4cls/?page_id=1336).

Construction Aid update – the projects submitted last Fall have cleared the state library and are being reviewed by the Dormitory Authority. Official word will likely be heard in May.

The next meeting is scheduled for Friday, May 29 at 10 AM in Whitney Point. GoToMeeting will continue to be an option.

Those Present:

Steve Bachman (4CLS)
Jeff Henry (4CLS)
Alice Mahardy (RS)
Emily Creo (4CLS)
Sarah Reid (4CLS)
Brian Lee (4CLS)
Mary King (GR)
Gary Quarella (GR)
Echo Weller (SP)
Stephanie Champney (WP)
Barb Potter (HR)
Megan Biddle (4CLS)
Connie Dalrymple (NO)
Tina Winstead (ON)
Nancy Wilcox (OX)
Paul Hochuli (DE)
Becky Hochuli (DE)
Colleen Law-Tefft (SH)
Susan Frisbee (WA)
Carol Boyce (VE)
Claire Ottman (CV)
David Kent (CO)
Chris Curch (WO)
Ed Dunscombe (EN)

Those Online:

Jennifer Keysor (BCPL)
Marcie (SI)
Michelle Priola (NB)
Stacey Tromblee (DI)
Tammy Osborn (SN)
Doris Warner (MG)
Patty Coyle (FR)
Gary Norman (MO)

Thin Client

See link below for description of Thin Client technology:

http://www.dell.com/us/business/p/wyse-t-class/pd?ref=PD_OC



Easy to use and manage

Build out a simple or vast virtual desktop infrastructure (VDI) and stay within your budget using Wyse 3000 series thin clients. This easy-to-use family of clients for Citrix®, Microsoft® or VMware® environments includes models that are available with virus-resistant Wyse ThinOS. All offer vibrant multimedia performance, System-on-Chip (SoC) processors and hands-off Wyse Automated Management capability.

Exceptional functionality

Empower your team with enterprise-class thin clients on an entry-level budget. 3000 series thin clients feature a wealth of premium Wyse cloud client features, and unlike traditional budget clients, 3000 series thin clients are ready to connect to almost any environment, including web-based applications and services.

3000 series thin clients can quickly process virtually any daily task with powerful System-on-Chip (SoC) processors. A built-in hardware media processor helps deliver smooth imagery, bi-directional audio and flash playback performance. The 3020 thin client offers even greater functionality with support for up to two digital displays, a dual-band WiFi option and Microsoft RemoteFX certification for high-end graphics.

