

Shared Automation System Users Group

Executive Committee – Meeting Minutes

Livonia Civic Center Library

July 6, 2017

Chair Paul McCann called the meeting to order at 1:35.

Members Present: Paul McCann (DEXT), Martin Smith (REDF), Toni LaPorte (LVCC), Anne Hage (HTWD), Ed Rutkowski (BRIT), Amy Rosen (WHLK), Holly Teasdale (LYON)

Members Absent: Vanessa Morris (TAYL), Garrett Hungerford (REDF)

Others Present: None

Guests: Celia Morse (TLN - Consultant), Angie Michelini (TLN), Anne Neville (TLN), Rita VanBrandeghen (TLN Board)

McCann called for additions to the agenda. Motion to approve as presented by Rutkowski, seconded by Teasdale. Agenda approved (Yes 7, No 0, Absent 2)

McCann called for approval of the June 1, 2017 minutes. Motion to approve minutes by Rutkowski, seconded by LaPorte Minutes approved (Yes 7, No 0, Absent 2)

Reports

Budget:

Neville distributed the Shared Technology Services budget for 10/16 thru 5/17. Neville reported the budget was within expectations with the exception of equipment purchases. The equipment purchases are over because of the replacement and repair of the air conditioners in the server room.

TLN Board Meeting:

The TLN Board passed three FOIA policies that are posted on the TLN website.

Symphony Update:

All is fine.

Technology Services Update:

Michelini reported TLN is proposing the purchase of the ILS backup server and related software independent of TLC. The purchase proposal will be presented to ExComm after the Carl contract is finalized. TLN is exploring options for pc and laptop equipment for ILS training.

Unfinished Business

A. Update on catalog enhancements

A. Neville

Nothing new.

B. Sirsi, III and FOIA

C. Morse

Sirsi requested all of the proposals, scoring sheets and CARL contract. TLN attorneys recommended that TLN have a FOIA policy. The new FOIA policy is now on the TLN homepage.

C. Brandon Library Exit

Brandon is going live with their new automation system September 2017. They have received their extracted data from SIRSI. They have asked TLN to stop filling holds.

D. SAS Incentives/Returning members (on hold pending migration) J. Pletz

Still on hold.

E. Sister Library program

P. McCann

Nothing new.

New Business

A. TLC contract update

C. Morse

TLN received the basic contract and it has gone back and forth with the TLN and TLC attorneys. It is now with the TLC attorneys.

B. SAS Budget 2017-2018 review and approval

A. Neville

BDBS-need to extend contract with SIRSI, not much change except formula revenue for salary and MERS increase.

Shared Technology-Most of the increases are salary and MERS.

SAS Capital Reserve Budget Overview

For fiscal year 2017-18, TLN is proposing replacing UPS batteries in the estimated amount of \$10,000 and replacing a Dell server that hosts the helpdesk in the estimated amount of \$4,500.

Smith made the motion to accept the BDBS and Shared Technology budgets as presented.

Rosen seconded the motion. Motion approved (Yes 7, No 0, Absent 2)

Rutkowski made the motion to put \$51,875.33 to the Shared System Budget Formula. Teasdle seconded the motion. Motion approved (Yes 7, No 0, Absent 2)

C. Celia Morse continuing contract proposal

P. McCann

Teasdle made a motion to accept the proposal for Celia Morse continuing contract proposal. As with the current contract the funds to come from Capital Reserve. Seconded by Smith. Motion approved (Yes 7, No 0, Absent 2)

Other Items from Committee members

Rosen asked if TLN is putting a moratorium on adding new products to the system. Waiting until there is a contract in place.

Rutkowski motioned to adjourn meeting at 4:00. Seconded by Teasdle. Meeting adjourned (Yes 6, No 0, Absent 3).

Respectfully submitted,
Anne Hage

Next meeting: August 3, 2017 at 1:30 pm, Livonia Civic Center Library