

TLN Technology Committee Meeting Minutes

APPROVED

Tuesday, June 20th, 2017

Clarkston Independence District Library

1. Usual Business

1.1 Order and Approvals

- Meeting called to order at 9:37 a.m.
- Agenda for June 20th – Approved
- March Minutes - Approved
- April Minutes - Approved

1.2 TLN Update

- RFID UPDATE
 - The RFID committee (Michael McEvoy-Northville, Martin Smith - Redford, Tyson Mock - formerly Salem South Lyon, and Karrie Waarala - Saline) has made their recommendation after reviewing RFI, pricing, and the demos in early May.
 - Recommendation is to have a pricing agreement with Tech Logic, Bibliotheca and Envisionware. There was a fourth vendor (MK Solutions) who we may revisit next year.
 - The pricing agreement will include new equipment and tags.
 - Angie will send out an email with pricing for tags but will not provide pricing for other RFID equipment as there are too many variables. New pricing is effective June 1st.
 - RFID committee is also working on updating the best practices for RFID.
 - Angie will send out email for contact info for the vendors after revision of the RFID best practices.
 - Special thanks to the committee members for all their work on this.
- Angie talked to Mac Professionals and they will work on discounted pricing and support costs if we get a large group of libraries together. The configurations need to be similar but can customize a bit for each library but that customization will come out of support hours.
- Northville, Auburn Hills, Clarkston, and Chelsea are interested in pricing for Mac Professionals. If other libraries are interested let Angie know.
- Angie will ask for a quote for 4-10 libraries – costs are mostly associated with their expertise and labor not equipment
- Angie will be sending out email about vendor called Gov Connection. TLN has a portal setup with Gov Connection. Each library can setup their own account under the portal. They supply headphones, earbuds, switches, flash drives, and more.
- Angie has also been working with Dell to update the portal with new models of hardware. There is a desktop, laptop, and a 2-to-1 laptop that works as a tablet solution available. The all-in-one solution as well as servers are still in the works.
- There is a separate Dell portal for employee discount purchases. The Dell employee discount system has been simplified. You just have to go to the email Angie emailed out.
- Telecommunications
 - Several libraries are getting circuit upgrades as of early July.
 - Angie is in process is in process of working on RFP to post in July as it has been three years and we will need a new contract soon.

- Martin Smith, Tina Hatch, Frank Ferguson are on the Telecommunications committee. If others would like to join contact Angie.

1.3 Announcements & Upcoming Events (Library News)

- Summer Reading Kick Offs have gone well!

2. Discussion Topics

2.1 General Discussion

- My Reading Log
 - Drafted a memo to send out to libraries asking if they'd be interested in supporting "My Reading Log". Plan to send out the memo in the next week or two. Memo can be viewed here <https://readinglog.info/wp/>
 - Would appreciate if the libraries with higher usage would contribute.
- Michael Shereda presented Farmington Library's Media Conversion Station
 - Farmington's Media Conversion Station consists of a Power Slide 500 for converting slide into digital media (can do 50 slides at a time). They also have a Toshiba DVR 610 to convert VHS to DVD (this is the most used equipment in the conversion station), and audio cassette to DVD or MP3 device, and a film scanner to scan negatives. There's also a monitor and computer with Adobe Photoshop Elements, and Adobe Premiere Elements.
 - Biggest road block for patrons is time. Conversion time for VHS to DVD is 1:1. However you can stop in the middle of a conversion and then continue your next session where you left off.
 - Farmington put together a binder with step by step instructions for simple usage of each of the devices. Shortcuts to the full manuals for each device are found on the computers desktop. They also offer classes on using the devices.
 - It's a self help station. Librarians show them were instructions and equipment are and may help them get started but then the patron is on their own. Don't usually have repeat visitors usually have people with a single objective that they accomplish.
- Northville is also setting up a Media Conversion Station with a Mac computer.
- Michael Shereda and Michael McEvoy will send out an email with equipment lists and pricing for their setup.

3. Sharing Resources

3.1 Security Issues/Tech Tips/Web Sites Worth a Look

- Chrome 60 is out and it has completely changed the settings page. If you use Group Policy to control home page you may need to update it.

Meeting adjourned at 11:18 pm

Next meeting: Tuesday, July 18th, 2017 – 9:30am

Location: Brighton District Library (100 Library Dr)

Attendees

Michael Shereda – Farmington

Bill Bowman- Clarkston Independence

Michael McEvoy – Northville

Angie Michelini – TLN

Ed Rutkowski – Brighton

Amanda Parry – Auburn Hills

Connor McNamara – Clarkston Independence

Andrew Mutch - Waterford

Virtual Attendees

Melanie Bell – Chelsea

Donna Winter – Livonia

Marjorie O'Donnel - Lyon

Susan Paley - Ferndale