

Director's Association

Upper Hudson Library System

Friday, July 11, 2003 At UHLS (Joint Meeting with Automated Services Committee)

Attending: Jeff Cannell (APLM); Nancy Pieri (BETH); Carol Trager (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Pat Nonamaker (EGRN); Barbara Nichols Randall (GUIL); Daryl McCarthy (NGRN); Margie Morris (POES); Judy Felsten (RCSC); Jane Minotti (SNLK); Barbara Kubli (STEP); Phil Ritter (UHLS); Gail Sacco (VOOR)

Visitors: Julian Critchfield, Dynix; Rawdon Cheng, UHLS; Carol Reppard, TROY; Geoff Kirkpatrick, BETH; Marcia Middleton, ALPM; Rob Carle, UHLS; Richard Naylor, COLN; Jonathan Koppel, UHLS; Peter Kowalski, UHLS

Meeting convened at 9:05 am.

DYNIX Report: Julian Critchfield, Chief Operating Officer of Dynix

- Reviewed problems
 - Biggest issue was the lock ups at staff PCs
 - Slow response
 - Not configured correctly
 - Communication
- Progress has been made but not everything has been solved.
- Reviewed history to date – firewall, routers, T-1 lines, network topology.
- Recommends that UHLS go to a full T-1 line. The IPAC could remain on the fractional T-1 line.
- The recommendations from Dynix are:
 - Install new T-1 line at UHLS
 - Implement new network topology
 - Primary router and secondary router upgrades
 - Install Horizon 7.3 and IPAC 2.1
- How do we determine how to help libraries that need to upgrade to increase bandwidth? Use of Citrix? There was discussion of Citrix server and the cost for UHLS and member libraries with 56K lines (5 or 6 libraries, 6-15 workstations).
- Version 7.3 allows clusters of libraries (1 or more) to fill requests which can go through right away rather than being processed a night.
- Phil asked the Automated Services Committee to review Dynix recommendations and take any action necessary at this time.

ASC Motion (Nonamaker, Sacco) Accept the 4 recommendations from Dynix. Discussion regarding the need to do recommendations individually. Motion withdrawn.

ASC Motion (Nonamaker, Pieri) To install new T-1 line at UHLS. Carried.

ASC Motion (Sacco, Nonamaker) To install version 7.3 and Information Portal 2.1. Carried.

Marcia Middleton cautioned that we need to upgrade when we are ready to do so, not by a specified date.

- There was discussion on how to tease out the UHLS responsibility and issues that impact member libraries and their needs/costs. Mr. Critchfield stated that currently a slow library is not impacting the system as it did before.

ASC Motion (Naylor, Cannell) Accept Dynix report and implement recommendation as well as possible. Encourage member libraries to implement the recommended changes as soon as possible. Carried.

- Barbara Nichols Randall brought up 10 issues in GUIL that are not resolved. Mr. Critchfield realizes that there are still issues outstanding that are being worked on. UHLS gets a list on Friday and then there is a phone conference at UHLS with Dynix on Wednesday morning. Mr. Critchfield stated that he will follow through with Dynix staff that need to get back to UHLS with information.
- Marcia Middleton asked about Telecirc and how it works with current notice system. Pat Nonamaker said that this is supposed to be a cost saving item but it won't be if it does not work properly.
- Carol Trager asked about enhancements for pickup location to state where book is being held.
- If there are any issues they need to be on the Dynix issues list. If they are not there, let UHLS know as soon as possible. Or if you are experiencing the same issues that another library has listed, let UHLS know so your library can be added to the list.
- Marcia Middleton expressed that Dynix has been responsive to our issues. Mr. Critchfield stated that he would like to use UHLS as a reference site for Horizon when everything is working properly.
(End of joint meeting with ASC.)

Minutes:

Motion (Canzano, Sahr) to approve June 6, 2003 minutes. Carried.

UHLS: Phil Ritter

- Automated Services Manager Search Committee – There is a recommendation to change the current structure of this area. The search committee members are: Jane Minotti, Barbara Kubli, Gail Sacco, Barbara Nichols Randall, Pat Nonamaker, Tim Burke, and Phil. They will meet on July 17th to resolve the job description and on September 9th will have the first meeting to review applications. They would hope to hire by October. Gail Sacco asked about an interim person but Phil feels the current staff is working with Dynix very well. Libraries should call Rob Carle with questions that used to go to Karen Nuckolls. Phil is trying to get Rob involved in Advisory Councils to help resolve issues.

UHLS Administration: N. Pieri

There was a recommendation to the Board for an air quality improvement project. More fresh air is needed coming into the building. (This was approved at the 7/9/03 UHLS Board meeting)

Services: J. Felsten

No meeting. Judy is resigning her position as RCSC has received a Parent/Child Grant and that will take up her time. The Services Committee meets monthly and needs a new representative. Please let Pat Nonamaker know if you are interested in this.

Finance Committee & UHLS Board: J. Cannell

Authorization of Dynix network analysis - \$10,000.

The UHLS Board of Trustees has three new members.

Central Library: J. Cannell

The preliminary planning consultation report recommends that Albany Public build two new branches, renovate two branches, and build a new main library.

CIPA:

- UHLS has not heard anything. The FCC is supposed to issue guidelines this month. Phil has not heard from DLD yet. The system has to comply as much as a member library. They are waiting for interpretations.
- Judy Felsten would like to see a trustee workshop on CIPA after more answers are available. There are many new trustees that need the information.

Nuts & Bolts:

RCSC: Received a Parent & Child Grant. They will have a ½ time position for early childhood and family literacy outreach. Even Start is their partner.

GUIL: Also received a Parent & Child Grant. Reading Connections @ the Guilderland Library. This is a book discussion program. They are working with the school librarians at the middle school and the high school. The first year 8th graders and their parents will read the same book and have two separate discussion groups. The author of the book will come to the library to do a reading for both groups. There will be an online chat with parents, kids, and the author. The second year it would be 8th & 9th graders, using the 8th graders from the previous year and expanding. The guidance counselors will help to identify families to participate. DLD has asked GUIL to be the site for workshops for all libraries that received Parent & Child Grants.

Old Business:

none

New Business:

none

Motion (Nichols, Sahr) Meeting adjourned 11:30am. Next meeting August 8, 2003 at UHLS.

