

# SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS

## eiNetwork Technology Council Meeting December 12, 2008

**Members present:** Mike Nangia, Joseph Marrone, Melanie Myers, Samuel Taylor, Jeremy White, Ernie Williams, Dan Waksman and Rebecca Serey

**Visitors:** Mary Coyle and Marilyn Jenkins

Ms. Serey announced that a distribution list has been added to Outlook for the Technology Council Members.

**Discussion of Process for Library Input** - Dr. Marrone, Ms. Serey, Ms. Myers, Ms. Jenkins, and Mr. Nangia meet in November. A **Subcommittee Meeting Summary** was provided. Dr. Marrone, Ms. Serey, Ms. Myers, Mr. White and Mr. Nangia will work on the Technology Plan forms to include supplemental schedules for libraries with more complex technology plans. The members agreed that one individual with some technology background from small, medium and large libraries should be identified to assist with development of the process and training. The draft documents should be provided a week before the next Technology Council Meeting for the members to review. The Technology Plans will be audits of what eiNetwork services libraries current utilize, all services eiNetwork offers, and should provide for any internet areas or other PCs libraries currently have implemented.

### **Discussion of Communication with Libraries**

The Technology Council agreed that the summary of the Technology Council meetings should be posted on the eiNetwork website. At least two members of the Technology Council should attend two eiNetwork Steering Committee and two eiNetwork Users Group Meetings each year. This will provide an opportunity to discuss, educate, provide demonstrations of new products and provide vision for libraries.

**Outsource Update** – Ms. Serey reported that a Request for Proposal (RFP) was sent to six vendors. The RFP covered four major areas for bid: Network Administration, Server Administration, PC Security Administration and Help Desk Services. Mr. Nangia, Dr. Marrone and Ms. Serey reviewed the RFPs and have eliminated two of the vendors. The group will be excluding the server administration as part of the first phase. Discussions are in process with three of the vendors and they will have an opportunity to revise their proposals. A group of library operations people will have an opportunity to meet one or two finalist. The members should have a recommendation of a vendor, timing and risk associated to the Board by early February.

**Encore** – Ms. Serey reported that the eiNetwork Board approved moving ahead with a Catalog Front End in 2009. A subcommittee will be formed with Sam Taylor (Northland), Debbie Ryder (ACLA), Trina Brown (CLP) Ryan Hughes (CLP) to work up the Pro vs. Cons for the Technology Council to consider Encore or another Catalog Front End interface. The requirement is to find a Catalog Front End that will fit into the pricing that will be available to all libraries in Allegheny County.

**Next Meeting** – Friday, January 16th at 10:00 AM in the ACLA Conference Room

Submitted by

Mary Coyle, eiNetwork

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