



MINUTES – TECHNOLOGY COMMITTEE MEETING  
Tuesday, June 12, 2018 7 PM  
East Building Meeting Room

**1. Call to order/roll call**

Mark Frye, John Mitchell, Catherine Regalado, Jim Knutson by phone

**2. May 3, 2018 committee meeting notes - approved**

**3. Technology consultant remote service model**

Jim and John discussed by phone Saturday morning. Exhibit A of contract is list of tasks. Jim composed one and John composed a different one of what comes up weekly during operations. Some overlap - need tasks broken up for IT consultant, director, staff (e.g. changing toner). John and Jim to finalize lists this Saturday by phone. Jim will send address to director for mailing contract.

Options for remote desktop applications: Team Viewer (\$1000+/year); Supremo (VPN on each patron system).

**4. Tech procedures documentation**

No documentation yet. For next time need folder on shared drive for John to document director tech procedures, tabbed out under topics (hardware, software, misc. etc). Note - changing times on machines task to be done by director.

**5. eRead - communication needed to patrons of MMM.**

**6. Wifi router in meeting room**

One existing Wi-Fi router, by copy machine in main room, with cable. Repeater is in the YA room. Jim ordered Wi-fi router with 2 SSIDs, he will configure at his site, then John will mount - it arrived today. Will mount, cabled, above OPAC in YA room. Test to see if signal reaches OK to the meeting room. Move repeater to the meeting room if signal not strong – will have to run a cable in that case. Library has a lot of interference, and other networks follow the library channel – Jim will flip the channels so board can use and it should work a little faster. Note that there will be a 30 sec shut down time as router reboots on staff when public turns off at 9 pm.

**7. Additional topics and followups**

New rack is aesthetically better, though view of Children's space from front is a little blocked

**8. Adjournment : 7:30 pm**

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