

Minutes of the ICT Special Interest Group held on Friday 7 April 2017

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| **Item**  | **Minutes**  | **Action** | **By** |
| **1. Attendance & Apologies** | Attended: Michelle McLean (Casey Cardinia), Nicola Klein, Sara Wisnia, Chris Bolland and Adrian Cheng (Moonee Valley), Hugh Rundle and Ayden Said (Brimbank), Phill Webb (Bayside), Tom Edwards (Wyndham), Vi Truong (Melton), Ken Harris (Melbourne), David Stephens (Yarra Plenty), Aidan Murphy (Hobsons Bay), Karen Bryan (Monash)Apologies: Luisa Salerni and Marcus Gin (Yarra Plenty), Tara Hossack (Ballarat), Anita Morris (Yarra), Rebecca Karge (Boroondara), Jenelle Colston-Ng (Hobsons Bay), Stuart Colhoun (Melton), Sarah Field (Hume), John Crennan (Wyndham), Natasha Tsui-Po (Stonnington), Trevor Mackay (Bayside), Pamela McGowan (Monash), David Coughlan (Goldfields) |  |  |
| **2. Confirmation of Minutes.**  | No changes. | Confirmed | Nicola and Hugh |
| **3. Business Arising**  | None |  |  |
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| **5. PLVN Convenors Meeting** | Terms of Reference – * Remove first sentence and reword sharing ICT knowledge – final amended wording to be sent out
* Discussion on looking at a better way to disseminate information from the ICT interest group
* Group should advocate for use of particular standards similar to LCF - Library Communication Framework (U.K. book industry/library system replacing SIP)
* Tom to follow up on being added to the PLVN executive agenda
* Michelle working on the ICT email list

MAV Tender* SWIFT tender August 2018. Need to start working on specs.
* Working group being established to look at specifications.
 | Reported | Michelle |
| **6. Library Reports** | Sara & Nicky – Moonee Valley – RFID project being developed. Discussion on RFID across library services. Network failure – technology staff working with IT department to resolve. Hugh & Ayden - Brimbank – Relocated Keilor library opened. RFID installed at this branch, PlayStations and Adacs cloud people counter. Moving from Amlib to Koha approximately August. Will also cease using Vufind when Koha installed. Ruckus showing security certificate message when using ChomePhil – Bayside – Spydus 10 upgraded. Signed on for Spydus manager and looking at Spydus events.Windows 10 computer rollout. Deep freeze upgraded needed. Discussion on issues with deepfreeze and licences. New version of deepfreeze, licence not migrating across. Wifi working reasonably well. Testing Solus staff app. RFID tag express ordering.David – Yarra Plenty – Tender process for printer replacement and wifi system. Shortlisted Meraki.Discussion on reporting via wifi and the need for user authentication. RFID tender and PC refresh late 2017.Aidan - Hobsons Bay - Amlib end date for support April 2018. Starting to investigate replacement LMS. Fuji Xerox taken over Bear Solutions hardware. Working with SOLUS to resolve product issues.Ken – Melbourne – Ken testing new laptop with 4G. Rolling out conference call system. Building virtual servers to manage disaster recovery. Digital signage using Google Drive, running open view. Searches for updates and updates with new content. Innis helpdesk expanded to all staff to share troubleshooting documents. Incident reporting system being streamlined. Online payment for Spydus using PayPal. Installing MAC server to manage 12 devices. Now using Envisionware on MAC for printing. New RFID kiosks V5 at City library and East Melbourne. East Melbourne closed until June.Tom - Wyndham – Upgraded Horizon – SIP2014 support. SirsiDynix has not been as supportive as in the past. Using Confluence as a knowledge base (wiki) and Dura help desk which is from same company. Can links jobs in Dura to Confluence knowledge bases so job entry starts searching for staff to be able to fix themselves. Investigating Solus devices, app “Library superstar” for pop up libraries. Refurbishment of Point Cook library underway. Vi - Melton – printing issues with Bear Solutions setup, received support from Fuji Xerox. PC refresh in ICT room. Changing to laptops instead of desktop PCs. Cisco Wifi system SIP authentication using radius settings. Been problems with certificates and following up on reporting.Karen - Monash - live with Bibliotheca RFID at all branches now reviewing workflow. New digital resource EBMV (Chinese books and magazines). Investigating partnership with Eastern Innovation Centre. Michelle – Casey Cardinia – Rollout Office 365 suite for staff in progress. Moving to tablet/notebook devices to replace some fixed staff PCs. Reviewing PC management/printing setup. |  |  |

**Future Meeting Dates**

Next meeting Friday 2 June  10am -12

Bargoonga Nganjin, North Fitzroy
182 St Georges Rd, North Fitzroy