Branch District Library

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SYSTEMS LIBRARIAN REPORT
April 15, 2015

- Similar to the upgrade to the public site in December, I have upgraded the software running the staff/board portals. There might be a few minor cosmetic differences, but the transition should be pretty seamless.

- Working with Gina, we have moved to utilizing the staff web portal to do scheduling. The goal was to make the scheduling easier to create and update.

- All approved capital expenditures from last month have been ordered. Many of the items are in and the IT department is busy at work installing and configuring. Completion of this work will take the next several months. Excepting the Coldwater Branch surveillance camera project, for which we have not yet been billed, the totals came in $82.40 under the requested amount, due to some items becoming cheaper in the time from when the quote was made to when we ordered.

- The Coldwater Branch Surveillance Camera project is nearing completion. Finding pathways through this joined pair of buildings proved tough, but Ludwick found a way. At the moment, all wiring is done, the recording equipment is in place, and all but 3 cameras are installed. After the final cameras, configuration and testing is all that will be required. After completion, I'll meet with local law enforcement county-wide to make them aware of the existence of the camera system, and the limitations placed on access to this data by the Michigan Library Privacy Act.

- The Coldwater Branch toilets have been ordered but are not yet installed.

- We have updated and adjusted totals for IT assets and infrastructure for our insurance policy renewal.

- While doing the paperwork for the Internet Security insurance policy application, I noticed that our website privacy policy requires a little tweak, due to how we are tracking usage statistics. This recommendation is in the discussion section of the agenda.

Submitted by John Rucker