

**Chesterfield Public Library  
Tech Committee Meeting  
February 28, 2011**

**Present:** Jane Anderson, Josh Goldberg, Ed Cheever, Catherine Dail, Andrew Mueller, Karen Guyette

**Call to Order:** 7pm by Goldberg

This meeting was called for the purpose of reviewing the proposed contract between Chesterfield Public Library (CPL) and Mill Run Technologies (MRT), and voting on expenditures to complete the data migration from Winnebago Circulation system to Koha ILS.

The proposed contract was discussed and edited. Anderson set Monday April 18, 2011 as the date when Circ-one will occur. Circ-one is when the library will start using the Koha system. Supporting dates for the migration process and subsequent training were decided upon. Goldberg will create a timeline of those dates, as well as an edited proposed contract. Anderson will then confirm these with David Gallucio. Once Gallucio signs off on these dates, this contract proposal will be presented to MRT.

After discussion and agreement on above, the following actions were taken:

Motion made by Goldberg and seconded by Cheever that The Board give Anderson the power to execute a contract with MRT for the Migration, support and training of the Koha ILS project. All approved.

Motion made by Goldberg and seconded by Mueller to vote to expend up to but not to exceed the sum of \$3000 from the Expendable Trust Fund for the purpose of completing the data migration services between CPL and MRT. All approved.

Motion made by Goldberg and seconded by Dail to vote to expend up to but not to exceed the sum of \$1000 from the Expendable Trust Fund for the purpose of Koha ILS training for CPL by MRT. All Approved.

Other: Anderson reports that Gallucio has purchased and been paid for the computer which will act as the server for Koha. The \$525 for this purchase came from this year's Equipment line of the budget. Anderson was asked to confirm with Gallucio the Board's understanding that he is providing his time for this project free of charge, with the assurance that he will be reimbursed for any out of pocket expenses such as shipping costs.