

# MONTHLY REPORT

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**Dept.** Library Systems  
**Subject:** Monthly Activity Report - April 2014

- On April 23<sup>rd</sup>, a scheduled upgrade to the catalog server was conducted by WLS and SirsiDynix, necessitating a corresponding upgrade to the WorkFlows client on all staff workstations. During that time, the catalog and online processing of all circulation transactions was unavailable. The upgrade was completed by 3:30pm later that day.
- One of our older servers has been reinstalled and configured to act as a development and test server for our website. It is replacing our previous development/test server which was unacceptably slow. Development can now commence on a new look for our website as well as dynamically generated Library information pages for display on digital signage (such as that in the lobby).
- A workstation previously used by staff has been installed and configured for use as a new imaging server, that is, it is being used to clone PC installations for the purpose of upgrading multiple systems as well as for backup and restore recovery.
- One of the Trove selfchecks experienced a hard drive failure, and I have opened a problem ticket with Sentry Technology to have them replace it. Rather than wait for on-site repair by Sentry, we installed a temporary hard drive and the aforementioned imaging server was used to clone the other working Trove selfcheck and restore the resulting image to the affected selfcheck. In this way, we were able to have the system up and running again within 24 hours.
- It was brought to my attention by the IS Department that there has been an excessive amount of network traffic traveling over the City's gigabit internet connection which is provided by the internet service provider, Xand. The traffic has been exceeding the number of gigabytes allowed by their contract with the City, and therefore incurring an extra charge for the overage. More than half of that traffic was identified as being inbound to the Library's web, mail, calendar and ecommerce servers. I have since analyzed access log files and firewall filters, and made some changes to our firewall that have decreased traffic by a huge amount. I am also taking the opportunity to reassess our network and plan for a more scalable and manageable configuration, one that will continue to accommodate the rapidly growing number of mobile wifi devices.
- Regarding the flat panel displays in the lobby, we finally have cable television access routed to the electrical closet in the newly renovated Circulation Workroom from the electrical closet in the upper garage. It was necessary to have the City electrician run the cable between those two locations after which a Cablevision field technician was able to make the required connections and install cable tuners. We are now awaiting additional equipment with which to extend the transmission length of the video signal from the tuners in the electrical closet to the lobby displays.