

# IT Report for IHLS Board, Apr 28, 2015

## Video Conferencing Upgrades and Updates

During last month's board meeting we were made aware of an audio issue with the IHLS equipment at the Decatur Public Library. After further testing, we came to the conclusion that the actual server onsite at Decatur was causing the problem and the cost to fix it would amount to at least \$2000. After discussions with the Executive Director, it was concluded that we would use the money budgeted for the Edwardsville video upgrade, out of the capital fund, to upgrade the Decatur site. The good news is we were able to secure two refurbished units with a 1-year warranty, for less than one brand new one quoted from Central Management Services (CMS).

At the end of the day, both Edwardsville and Decatur have the newest HDX8000 series video systems and hopefully when you're reading this report during the meeting, everything is going smoothly.

The estimated cost from CMS and amount budgeted was \$25K. The actual cost will come in about \$13K after the few remaining items are purchased. The video systems are used multiple times a week in IHLS. We use them for department meetings, staff meetings, state meetings, SHARE meetings, and for training.

## Telephone Service Change

The IT Director continually monitors our bills with telephone companies to make sure nothing shows up on our bills that should not be there. Over the last several months, we observed we were paying for 16 phone lines to be used at any one time across the entire organization. These were for incoming or outgoing lines. Analysis revealed we have never used more than 8 at any one time, while contracted for 16 lines. Our telephone company agreed to lower our lines to 8, but we're still able to "burst" above that if more calls come in. The staff would never know and neither would a library calling in. On that month's bill, it would show us using 9 or 10 lines for that month. The following month it will default back to 8. This is a great deal and we realized even more savings.

### Local and Long Distance Breakdown:

Prior to May 2014	Prior to March 2015	Since March 2015
~\$1,850 / month	~\$800 / month actual	~\$412/month actual

## New Copier Contract for Champaign and Edwardsville

The old Xerox contract that was costing us almost \$1100/month with Xerox has matured and we are now able to cancel it and get a more appropriate sized machine for Champaign. Currently Edwardsville is also on a 5 year old copier and is paying about \$1200/month in usage and service. Working with multiple vendors for quotes, Xerox was by far the least expensive utilizing the State of Illinois contract with Xerox. We will replace the \$2300/month with the following:

### Edwardsville Office (General fund):

Xerox W7556-HCT – Fax, high speed, professional finisher	\$188.27 / month
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### Champaign Office (General fund):

Xerox W7535-3T – Fax, standard speed, standard finisher	\$116.88 / month
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### OCLC Fund for billing:

Xerox W7535-3T – No Fax, standard speed and finisher	\$107.76 / month
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Usage fees are :

\$0.0069 per B&W

\$0.0590 per color page

We expect the general fund to realize a savings of at least \$800/month once these printers are installed.