Winnefox Technology Update

11/10/2023 -- Done since September	Status	Staff	Notes
Item Maintenance	Done	Karla	removed WD items < 9/30
Update All Router/Switch Passwords	Done	Pete	38 devices network wide
Update Firewall Software	Done	Pete	
Replace faulty Server Room UPS	Done	Pete	
Wautoma Public Library website	Near Done	Jay	So close you can taste it
Networking, PC support, and email			
Moving Spectrum libraries back to TEACH	In Progress	Pete	Last one: Brandon
Developing Disaster Recovery Plan	In Progress	ALL	draft submitted to CRT
Researching new antivirus/filtering software	Pending	Pete	moving to MS Defender 2024
Online catalog			
Cleaning out ON-ORDER records	In Process	Melissa	Not all going away. Some seem to be "stuck."
Favorite Author Tweaks	In Process	Melissa	Some holds being placed on wrong titles for correct author. Trying old method of adding Winnefox ON-ORDER copy.
Catalog updates	Ongoing	Melissa, Karla	Newest release installed on our test Enterprise server. Checking for customization breaks before scheduling upgrade to Production catalog.
Symphony and WorkFlows			
Piloting New BC Acquisition software	In Process	Melissa, Crystal	New release has some new features for invoicing, maybe useful.
Improve Symphony Acquisitions usage	Mostly Done	Karla	Still working on getting EDI invoices to work. Only an issue with NPL's B&T Entertainment account-- have diagnosis, awaiting B&T support fix.
Spine Label Printer for WCTS	In Process	Karla	Discovered how to copy templates, so can copy Neenah's and tweak.
Improve volume handling in catalog and WF	Started	Karla	Researching how to retro-change volume format to allow better volume-level holds.
Improve cataloging and indexing of Library of Things	In Process	Karla	Cleaned up a bunch more items with odd Item Cat1s. Creating lists for libraries to change on their own. Deduping titles of bib records that will need "Library of Things" series and subseries to divvy up between Menasha and Neenah. Working with Stephanie on best practices for adding LoT records.

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Website development and support			
Oshkosh Public Library website	In Process	Jay	OPL has been working on rebranding and those efforts are nearing completion; the large list of existing site content has been chiseled down into a workable site map
Mass migrate or rebuild sites before software EOL	In Process	Jay	All of the Drupal 7 sites (23) need to be updated. The original EOL for Drupal 7 was Nov 2021. This has been extended several times due to COVID upending the world and Drupal 7's lack of migration options to Drupal 8 or higher. The final EOL is January 5, 2025. All Drupal 7 sites should be long gone by then.
Upgrade Drupal 9 sites to Drupal 10	In Process	Jay	Drupal 9 sites need to be updated to Drupal 10. Like the upgrade from 8 to 9, the switch from 9 to 10 is a major version update and brings with it some significant user interface changes.
Redgranite Public Library website	Upcoming	Jay	New website for Redgranite
Markesan Public Library website	Upcoming	Jay	New website for Markesan
Montello Public Library website	Upcoming	Jay	New website for Montello
Oakfield Public Library website	Upcoming	Jay	New website for Oakfield
Pine River Public Library website	Upcoming	Jay	New website for Pine River
Research DB API and Plugin (Drupal version)	Upcoming	Jay	Develop a Drupal 9/10 version of the Winnefox: Digital Library plugin that works simliar to its WordPress counterpart.
Digitization/Indexing			
Add additional Berlin yearbooks to ResCarta	On hold	Keetra	Waiting on Berlin to complete metadata.
Add Berlin newspapers to ResCarta.	Upcoming	Keetra	Berlin is moving forward with digitiztion through Crowley.
Add Fond du Lac images to ResCarta	In Process	Keetra	Restructured directory of images to prepare for import.
Newspaper (Seefeld) Index for Fond du Lac	In Process	Keetra	Most of programming is complete, working on importing data.
Add Montello yearbooks to ResCarta	Upcoming	Keetra	Montello is currently scanning remaining yearbooks and will be trained on metadata entry when finished.
Add additional North Fond du Lac yearbooks to ResCarta	On hold	Keetra	Waiting on North Fond du lac to complete metadata. Refresher training setup for September.
Add Westfield yearbooks to ResCarta	On hold	Keetra	Waiting on Westfield to complete metadata. They did have a director change since this project was initiated and I need to set up training with the new director.
Add Wild Rose newspapers to ResCarta	On hold	Keetra	Waiting on Wild Rose to complete metadata.
Investigate adding Wild Rose local history audio files to ResCarta	Upcoming	Keetra	This will be the first audio to be added.
Creating a ResCarta inventory	In Process	Keetra	
Investigating collaboration with other library ResCarta sites in Wisconsin	Upcoming	Keetra	
Other			
Cleanup Overdrive Marketplace Accounts / Overdrive Support email configuration	Near Done	Keetra, Pete	Many accounts were out of date due to staff turnover, a number of email addresses were defunct. Waiting to hear back from a handful of libraries.
Clean up and migrate files on network shared to Onedrive / Sharepoint		All	