

Council Report April 25th, 2015
VP Information Technology
Manitoba Genealogical Society

1. MANI

The Winter term is coming to an end on May 1, 2015 and it appears that we achieved everything we contracted with the student group to do and more. We have been very lucky with the abilities of the group and they have achieved above and beyond what I had expected from them. Not only have they created the modules for **Membership** and **Pay-per-View** they have added columns to many tables to make the entry of data more flexible to accommodate data that didn't fit anywhere, but they also added additional tables that were needed to complete MANI. In the coming week MGS members will see the additional features on MANI.

- a. Library access – A special access has been created and installed on the Resource Centre's computers. It allows searching of the MANI database but not any of the purchase and Pay-per-View functions. Individuals would have to log-in as themselves to use these features.
- b. Branch membership view – Each Branch has a unique account set-up so that they can view their current branch membership list. I will be rolling this out to the branches and doing training with them
- c. MANI Banner A banner was designed and printed for MANI. It was used at the Brandon Seminar and will be used as part of the society's displays.
- d. MANI Newsletter – A newsletter was started in order to promote MANI as well as educate our members in how to use MANI.
- e. MANI Manuals – With the assistance of a technical writing student from Red River College, who worked as part of the student team, we have draft manuals for basic user, Volunteer and an Administrator. With the number of changes that have taken place in MANI over the last few weeks we will need to revise these before distributing them.
- f. MANI info pages on our www.mbgenealogy site. I have started with a first page. Janice and I will need to work on creating additional pages to provide information and assistance with using MANI.
- g. MANI access troubleshooting – I have been working with several MGS members and a few not members who had issues with getting access.
- h. Work continues on preparing and editing content to be uploaded to MANI

Some outstanding issues in MANI

1. Research - Need to confirm details below

Basic Research Service

MGS will use the information available in its Library/Resource Centre to conduct a “one name” search applicable to your inquiry for a pre-paid fee of \$60.00. To help us get started, please complete our [Research Form](#) and mail/email it to us along with the required fee.

Just checking what the price is for the basic package. I've it priced at 50 or 60 around the site. Also what are the taxes or shipping for these packages? It says a maximum of **\$5.00** but is there a set price.

2. Cemetery Transcriptions – The page numbers from a large portion of the transcriptions need to be entered into MANI as they were not in the Access Database. The Transcripts themselves have to be prepared and uploaded to MANI. There are also about one quarter of the transcripts that will have to be scanned to create digital files.
3. Memberships – There are a few issues that we are trying to work through before the end of the student term.
4. Finance as this module is just coming on line I don't have any specific issues currently but it will need testing.
5. e-Newsletter – We will be launching our electronic newsletter in the next few days. This will allow us to communicate not only in a more timely fashion for breaking news but to also be in touch with our member on a more regular basis.
 - a. Branches - With this tool we can now offer to set up electronic newsletters for each Branch.
6. Google for not-for-profits – I have set up an account but the set-up has been troublesome. It will allow us to have a shared workspace and additional email addresses. The cloud drive will allow the research group to place the research results on the cloud drive and send a link to the client to allow them to download the material. It will also give us a repository for our minutes and access to software to read the documents.
7. Brandon Workshop
 - a. MANI Update
 - b. Technology Presentation