Report to Council March 19, 2016
VP Information Technology

1. MGS Computers
One computer became corrupted and needed to have the operating system and other software re-installed, which takes about 6-8 hours. A second corrupted one has now been removed from service and requires the same procedure.

The other computers have been kept up to date and the network drive has been backed up regulary.

2. MANI
A lot of work has gone into MANI since the last council meeting both in developing the system and in adding content.

   a. Work was done on developing a proposal for the next module to be developed. A Module to manage both Cemetery Transcriptions as well keep the indexes updated in MANI. This system will produce print on demand copies of Cemetery transcriptions with the latest updates. Grants have been applied for in order to finance this upgrade.

   b. We have finally found a database/Web developer who was willing to take on the task of making the changes required in MANI to correct a number of issues.

      Issues:
      • The top level links go inactive once selected and will not take you back to the first screen
      • New/Renewal Member emails and membership about to expire emails are not being sent out as they are blocked by the e-mail provider. The programmer needs to change the address.
      • Password reset not working due to emails being blocked (see above)
      • Several people have not been able to sign once activated
      • Need a second generate button and/or an automatic process for existing membership renewal from the edit link on the membership list of from online membership renewal to create a separate renewal email
      • Enable downloading of a complete cemetery for creating Cemetery Indexing by either adding a 500, OR view all, to "view numbers of records" in the volunteer view or a tool to download a complete listing of a single cemetery, as filtered to CSV/print etc.
      • Add "Member Transaction" (Recent Updates) to Financial and e-Store access
      • Add an edit feature for uploaded "Generations" table
      • Remove delay for approval of new members in MANI. PayPal confirms the payment has gone through before the individual is added to MANI and has any access.
      • Rework Book tables as they are not synchronizing with the production database in a few cases
      • Fix bugs in the MGS e-store, verify it's security and functionality and add links for users as well as access from MGS www website

c. Special access accounts for each Branch have been set up and given to the Branches. This allows them to view the up to date Branch membership as recorded in the MGS membership module.

d. A MANI e-newsletter is planned for this month to update members as to progress made with MANI and the MGS website

e. MANI statistics

2016 MANI Statistics

	Apr-15	2015 Year-end total records	January	February	March -18
MANI accounts	20	162		176	183
new Members		57		15	4
MGS Members			517	536	545
Highest membership #		5542	5,549	5,564	5,568
Life		58	58	58	58
Individual		319	310	330	339
Associate		14	14	13	13
Instutional		14	14	14	14
Total Active Members		405	396	415	424
No-Mailouts		47	47	47	48
MGS Branches		16	16	16	16
Journal Exchanges		57	57	57	56
Generations Mail,		449		220	222
printed				1	1
Generations sent (eMail)		215			224

	Year-end total records	New	Updated	Deleted	New	Updated	Deleted	New	Updated	Deleted
Baptism	0									
Births	0									
Book record	178,336	1	0							
Books	50	0	0							
New Book Indexes added	0									
Burial	0									
Cemeteries	1,580	0	0		136	2				
Cemetery Records	401,467	104	4		113	1	133			
Cemetery Transcriptions	0									
	0									
Census 1827	673									
Census 1831	480									
Census 1834	621									
Census 1870	10,160									
Census 1891	19,997									
Census 1901	16,318									
Church	2									
Churches Marriages	0									
Countries	0									
Marriages	0									
Municipalities	132									
Newspapers	83	0	0							
Obituaries Rural	83,096	0	0							
Obituaries Win Pap	129,250	10,016								
Provinces	5									
ServentRecords	0									
Type Codes	17									
Total Records	842,267	10,121	4	0	249	3	133	0	0	0
	0									
Generations uploaded	159									
Products	14									
pdf for PPV	0									
Transactions PayPal	30	7			9			2		
Research requests	0									

3. MGS Website
   The MGS www website is being updated and moved to new software. The new version will run on a WordPress platform and allow us to add additional features. The new look should be launched late in April. (See VP Communications report)

4. KOHA
   KOHA has been brought home from Toronto. A New version of KOHA, the MGS Libraries online catalogue software, is being tweaked in the latest version of the software running on a repurposed computer acting as the server at the MGS Resource Centre. There is not a go live date set at present. A new battery was purchased for the power backup system that ensures we are not taken down by short power outages. This will lighten the load on Mary's daughter, who has hosted KOHA up to now, and allow us to deal with reboots or other access issues.

5. Email system

In order to improve communications and reduce response times we have been reworking how we use e-mail.

New email forwarding accounts have been set up for the MGS branches as well as council positions. By using these generic addresses we will never have someone using an old or out of date addresses. This of course assumes that we are notified that a change individuals has occurred and the forwarding address needs to be changed. Each forward can be sent to more than one address. When new people take on a positions we just need to change the forward address. The MGS e-mail account always remains the same.

Some of these addresses require additional set-up as I have not spoken with all of the individuals involved in order to get their approval to forward to their personal e-mail address.

We need to:
1. Replace the email addresses in the brochure
2. Replace the email addresses on the website
3. Probably replace the email addresses in Generations
4. Notify the Branches that they have been set up and to which address they forward to
5. Notify the executive and Council of this new service and new procedures.
6. Add an auto reply suitable for each address that is sent to the sender (sample below)
7. Set –up new procedures for incoming e-mail redirection in the MGS office

New Branch addresses

address	Forward to
beautiful-plains@mbgenealogy.com	dauphinbranch@yahoo.ca
dauphin@mbgenealogy.com	cbray1@mts.net
se-winnipeg@mbgenealogy.com	vbraid@mts.net
southwest@mbgenealogy.com	crooks@wcgwave.ca

In addition to the above - Other MGS addresses

Email Address	type	Forward to	Auto reply	
admin@mbgenealogy.com		vbraid@mymts.net		
communications@mbgenealogy.com		jbutchr@cc.umanitoba.ca		
contact@mbgenealogy.com	Email Account 2	**Outlook software and special user configured on MGS Computer**		Catch-all account
council@mbgenealogy.com	email forwarding	executive@mbgenealogy.com		Maxine Woodcock BP mwood@goinet.ca Dave Farmer -Generations Mary Bole -library Membership 'Susan Thorpe' smthorpe@shaw.ca Jim Rutherford rutherfo@mts.net Research cbray1@mts.net BP Judith Roe jroe@mts.net Bill Curtis Research billcurtiswpg@hotmail.com Laura Crookshanks SW crooks@wcgwave.ca info@swmanitobagenealogy.ca SW dauphinbranch@yahoo.ca DA hector@wcgwave.ca BP
executive@mbgenealogy.com	email forwarding	contact@mbgenealogy.com, wmjoke@gmail.com, vbraid@mymts.net, jbutchr@cc.umanitoba.ca, glmcbean@mymts.net, wraven6@mymts.net, pats@shaw.ca, bkstokes@mymts.net		Rick McLellan mclellan.rick@gmail.com
finance@mbgenealogy.com	email forwarding	contact@mbgenealogy.com		Rick McLellan mclellan.rick@gmail.com
generations@mbgenealogy.com	Email Account 2	dfarmer17@shaw.ca jbutchr@cc.umanitoba.ca		
library@mbgenealogy.com	email forwarding	mbole@shaw.ca contact@mbgenealogy.com		

mani@mbgenealogy.com	Free email with hosting:	glmcbean@mymts.net		
membership@mbgenealogy.com	Email Account 1	**Outlook software configured on Office Computer**		
outreach@mbgenealogy.com	email forwarding	contact@mbgenealogy.com		Bill Curtis billcurtiswpg@hotmail.com
president@mbgenealogy.com	email forwarding	wmjoke@gmail.com		
research@mbgenealogy.com	Email Account 2	rutherfo@mts.net		
secretary@mbgenealogy.com	email forwarding	contact@mbgenealogy.com		
special-projects@mbgenealogy.com	email forwarding	bkstokes@mymts.net		
technology@mbgenealogy.com	email forwarding	glmcbean@mymts.net		
treasure@mbgenealogy.com	email forwarding	wraven6@mymts.net		
webmaster@mbgenealogy.com	Email Account 2	jbutchr@cc.umanitoba.ca glmcbean@mymts.net	Your email has been sent to the MGS Webmasters. This account is checked on a regular basis, but please allow time for a response as we are a volunteer run organization.	

Auto Reply Samples
Your email has been forwarded to the Beautiful Plains Branch of the Manitoba Genealogical society and their volunteer will be in touch with you.

Your email has been sent to the MANI administrator. This account is usually checked daily but please allow time for a response as we are a volunteer run organization.