

# IM Committee YEAR END REPORT

Date 9/22/03

COMMITTEE: Information Management

COMMITTEE CHAIRPERSON: Bill Marshall

COMMITTEE MEMBERS: Rex Backus, Linda Campbell, Gene Dershewitz, Andrea Forrest, Bruce Foster, James Haggerty, Mick Michalski, Gary Moore Debby O'Brien, Janet Rogers, William Wilcox

## COMMITTEE GOALS AND OBJECTIVES FOR THE YEAR:

Install new server

Migrate Database to new server

Review Visual Basic code (ARMS) to make future recommendations.

Upgrade workstations

Update and enhance ADGA's online presence including registration services.

Write job description for in house programmer

Prepare National Show program for use this year.

Write long-range plan for Association's information management needs

Work within a very stringent budget to meet these goals.

Work with various other committees as needed.

## SUMMARY OF WORK AND ACTIVITIES FOR THE YEAR:

Installed new server.

Upgraded to new network operating system.

Upgraded workstations.

Migrated database to new server

Developed and implemented new Association web page

Developed National Show awards page to test shopping cart in preparation for other online sales.

Current source code was reviewed.

Worked with Jim Wilson, Lisa Shepard and others to implement Format 4 fix.

Implemented unique tattoo fix.

## FINANCIAL REPORT - COMMITTEE EXPENSES THUS FAR:

It is the committee's opinion that if the membership and Board of Directors will take time to compare the dollars expended versus tasks accomplished that all will agree that this year's committee has made much progress for minor expenditures. Office staff has reported that the entire system is functioning faster after the upgrades. Comments regarding the web page re-design have been overwhelmingly positive.

Hardware	\$4,392.00
Orix, Inc. – Format 4 & Unique tattoo fixes	2,080.00
Orix, Inc. – National Show program fixes	1,040.00
Committee Travel Expenses	1,219.97
Orix, Inc. – DB Migration	975.00
OS Software	914.00
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Total Expenses	\$10,620.97

## PROBLEMS ENCOUNTERED:

Committee members encountered a problem migrating the Oracle database. Hired Orix to complete this task.

Reaching agreement on Web page format.

Many committee members less responsive than would be optimal.

## DECISIONS REQUIRING BOARD ACTION:

Proposal from ORIX, INC. to re-write ARMS and upgrade hardware.

Rationale for accepting the Orix Proposal:

As a committee we voted on 4 choices to implement the required Nigerian Dwarf herd book by next year as required by Board action.

The 1<sup>st</sup> option presented was to hire someone to add the ND herd book to the current ARMS system. Due to the problems still in existence with that program there was no support among the committee for that option.

The 2<sup>nd</sup> option was to accept the Orix proposal as presented. That choice received unanimous support among committee members voting. We as a committee felt that Orix was offering us a chance to accomplish many goals within one proposal.

We will be able to migrate from the current ARMS with no interruption in service to our membership. The current version of ARMS will continue to function as it is currently until the new system is fully ready to implement.

We will not be faced with the ongoing expense of fixing the 5 page “known problems” list that has lurked out there virtually untouched now for 3-5 years. This year’s committee did address the last two items listed, to my knowledge the rest of the document remains to be addressed. We felt that weighing the cost of fixing those problems versus this proposal was a major factor in favor of the Orix proposal.

We felt that the structure of the proposal was very conducive to keeping us from having some of the cost overruns that have plagued us in the past. Only 15% is required upfront and most of that will go for Hardware that ADGA will own. 20% of the total project is reserved for payment when the system is fully functional. The balance of the monies are split into increments ranging from \$2,400-\$14,400. These increments are to be paid AFTER the IM committee working with Jim Wilson and Orix determines that the goal for that segment has been achieved.

The proposal as structured will also modernize the programming language and structure that ADGA is using. The current ARMS program is written in the Microsoft Visual Basic 6 programming environment. Microsoft is planning on ending support for this environment in 2008 in favor of the Visual Basic .NET environment. This proposal provides the opportunity to migrate to the .NET platform prior to the support cut-off date.

The proposal as structured will give us the ability to go “online” with as much or as little of our Association’s business as the Board deems prudent.

The Information Management committee and Orix, Inc. will be ready to answer any and all Board inquiries regarding this proposal.

The 3<sup>rd</sup> choice presented was to seek competitive bids using the Orix proposal as a guideline. This option also received no support. My opinion is that this option received no support because we would have no track record with any new company. The track record thus far with Orix has been very good. They’ve done what they have said they would do at or below the price they quoted, this was a refreshing change for us as an Association.

The 4<sup>th</sup> choice presented was to come back to the Board with a recommendation following last year’s Board vote to hire an in-house programmer. Based on cost considerations and the difficulty finding someone combining all the skill sets needed we felt this was not the best option.

We are also asking for a \$10,000 discretionary budget from the Board. This budget might not all be used but we are asking to have the funds available if and when they’re needed. We would

anticipate possibly using these funds for items from the following list:

- Software upgrades.
- Printer upgrades.
- Workstation replacement and/or upgrades
- Other hardware upgrades as deemed necessary by committee
- Committee travel to/from Spindale

If the Board desires any potential expenditures would be posted on the Director's list for comment and/or objections PRIOR to any money actually being expended or committed.

**WORK TO BE COMPLETED BY NEXT YEAR'S COMMITTEE:**

If Board passes Orix proposal as recommended by committee, the committee will have a full plate as we work with Orix and Jim Wilson to ensure that the task is on track.

Work with other committees as necessary.

**COMMITTEE MEMBERS NOT RESPONDING TO CORRESPONDENCE:**

The committee Chair recognizes that at times it's not possible to devote as many hours as originally envisioned to volunteering. In this case committee members Haggerty, Michalski, Rogers & Dershewitz were unable to participate as much as would have been desired.

CHAIRPERSON'S SIGNATURE

\_\_\_\_ William Marshall \_\_\_\_\_