

## Monthly Status Report

**Project Name:** Lyris Upgrade  
**Project Manager:** Jeff Thornton  
**Project Sponsor:** Ken Niemi  
**Project Owner:** Al Essa  
**ITS Manager:** Ross Berndt

**Reporting Period:** 11/30/09  
**Est. Proj. End Date:** 11/30/09

**Project Description:** Move our current Lyris list server to a hosted off-site location. In the process, we will be upgrading from Version 9 to Version 10 of the Lyris ListManager software.

### Executive Summary

<u>Status</u>	Description	Reason for Deviation
Schedule	Project schedule extended one month. Project completed.	A post-migration clean-up must be performed before project close
Scope	Scope defined.	
Budget	With-in budget.	

#### Comments:

- Two final post-migration clean-up tasks to complete before project close: a) Close firewall ports for Lyris database. b) Close firewall ports for Lyris software. These tasks are complete.

### Budget

**Budget Status as of 11/30/2009**  
**Cost Center #: 113419**

EIC Initial Funding (received)	
Other Funding (received)	
Dollars Spent as of 11/30/09	\$25,000.00
Dollars encumbered effective 11/30/09	
Balance	
Anticipated Spending 11/30/09 – end of FY	
Balance	

#### Budgetary Comments:

- The \$25,000.00 expenditure is for the Lyris service agreement (April 1, 2009 through March 30, 2010).
- Cost Center 113419 is Enterprise Software. Staff cost for November, 2009 is \$1,136.00.