

Davisville Free Library Technology Plan 2015-2018

Vision Statement:

The Davisville Free Library is committed to providing a variety of materials for the use of the inhabitants of Davisville and the vicinity regardless of age, sex, religious or ethnic background, political affiliation, educational or physical ability or economic status. The library will provide recreational, educational, and cultural information to meet the needs and interests of the patrons. Information technology will be implemented in the library to further ensure equal access to information resources for all Davisville citizens.

Technology Assessment:

The Davisville Free Library currently operates with 3 PCs and 6 laptops. Two of the three desktop PCs are for public use in private alcoves. One PC is the circ desk computer. All computers operate on Windows 7 and are equipped with DeepFreeze security software and the Microsoft Office 2007 suite.

The public desktop computers are all connected through the LAN to a b&w laser printer. The laptops can all print wirelessly to the b&w laser printer or a color laser printer. The circ desk computer is also equipped with a barcode scanner and Millenium software. It also runs the DeepFreeze Console. Of the 6 laptops, two are for staff use. One is for the Director and is equipped with Microsoft Office 2007, Millenium, and FundRaiser software. The other staff laptop is equipped with QuickBooks and is used by the Treasurer and the Bookkeeper. The 4 public use laptops are all equipped with Windows 7, DeepFreeze and the Microsoft Office 2007 suite. Two of these laptops were received through the BTOP grant. The library has a wireless router and makes the wireless network available 24 hours a day. The library's website is hosted by GoDaddy and maintained by the staff with WordPress. The current staff is knowledgeable in the use of Millenium, Microsoft Office and WordPress. The librarian is proficient in providing patrons with instruction in the use of publicly available software and hardware.

Goals, Objectives, Activities:

Goal : To maintain staff currency with advances in technology.

Objective: Staff will make use of classes and seminars available through OLIS and OSL. 2018.

Activity: Librarians will attend classes on Millenium and other technologies.

Goal: To maintain a computer replacement schedule.

Objective: The library will secure funds to replace computers that are out of warranty. 2018.

Activity: The library will consult with technology staff on replacement schedule and secure funds accordingly.

Goal: To provide presentation equipment for public use.

Objective: The library will purchase and install an overhead projector, screen, surround sound system and blu-ray player.

Activity: Funds have been secured and the system is being installed. Projected completion by 3/20/15.

Goal: To provide an e-reader for staff training and public demonstrations of EZone.

Objective: The library will purchase an e-reader for staff use. 2018

Activity: Director will research e-reader options and secure a grant for the purchase of one e-reader for staff use.

*Technology Plan to be reviewed annually and revisions made if necessary.

*Funds for technology and technology training will come from Champlin Foundation grants and other grant money, and will depend on the ability of the library to raise the needed funds in the any given year.

Sarah Ornstein, Director

Revised March 3, 2015