

## Silver Lake Public Library – Technology Plan 2016-2018

### Technology Inventory

Item Name	Make/Model	Year Purchased	Replacement Scheduled	Estimated replacement cost
Computer #1	Dell Optiplex 390		2016 or 2017	\$1,000
Computer #2	Dell Optiplex 390		2016 or 2017	\$1,000
Computer #3	Dell Optiplex 380		October 2016	\$1,000
Computer #4	iMac	2015	Not scheduled	
Computer #5	iMac	2009	March 2016	\$1,300
Computer #6	Toshiba laptop	2010 [used]	2018	\$1,000
Director PC	Dell Optiplex 3030 AIO	2015	Not scheduled	
Asst Director PC	Dell Optiplex 3010	2012	2018	\$1,000
Youth Services Laptop	Dell Latitude E5540	2014	Not scheduled	
Circ Desk PC	Dell Optiplex 3010		2018	\$1,000
OPAC PC	Asus EeeBox		Not scheduled	
EnvisionWare Management PC	Dell Optiplex 3020		Not scheduled	
AWE #1	Early Literacy	2011	Not scheduled	
AWE #2	Early Literacy	2013	Not scheduled	
Digital Imaging, Fax	Savin [leased]	2013	2018 2017	Leased; Equipment line item
iPad	Apple	2012	February 2016	\$500
Telephone Line + FAX Internet 25M X 5M	Cox Communications	2015	NA	
Printer	Brother b&w	2014	Removed 2016	
Unifi Wireless-N WiFi Network	1 Access Point; Dual SSIDs (1 with open security and 1 with WPA2 Personal Encryption).	2014	2017 NEKLS LAN Initiative 2018	eRate funded
3 Bar code scanners & 2 receipt printers			Not scheduled	

OPTOMA GT 1080DARBEE 3D DLP HOME THEATER PRO	SERIAL # Q79C724AAAAACO157	August 2017		\$750
EPSON DUET PORTABLE PROJECTOR SCREEN	4:3 & 16:9 65 & 80 DIAGONAL	August 2017		\$170

## Assessment Goals

**Internet Connectivity** – The Library will continuously assess the effectiveness and reliability of the current ISP and will plan for upgrades when suitable enhancement or replacement is identified.

**Public Access** – The Library provides six public access computers and a WiFi hot spot. Patrons initiate their computer sessions by logging on with their library account. Visitors are given a guest pass. The Library will frequently review options for computer management solutions to ensure the most efficient and cost effective service

**Social Media** – Library staff will keep the Library website, Face Book, Twitter and Pinterest accounts updated with regularly postings at least weekly. Staff will also actively seek other outlets for Library online presence.

**Tech Support** – The Library will use the Northeast Kansas Library System [NEKLS] Tech Team as the primary tech support as long as that benefit is available.

## Replacement Goals

2016 – 1 iMac; 1 PC; 1 iPad

2017 – 2 PC

2018 – 2 PC; 1 laptop

## Enhancement Goals

2016 – Electronic signage **did not purchase**

2017 – Wall mounted flat screen TV plus accessories and installation – plan for donation to pay for costs above \$1,000 **Determined not really needed or wanted. Projector and screen preferred.**

2017 – NEKLS LAN Initiative **2018**

## Professional Development Goals

The Silver Lake Library budget includes a line item for Continuing Education. Library staff are encouraged to attend annual tech training events such as NEKLS Innovation Day. In addition, the annual staff in-service day will include tech training. Staff will complete a Technology Proficiencies Checklist annually. Training events will be geared toward filling the knowledge gaps. A Basic Technology Proficiency requirement will be determined and each staff will be expected to meet that requirement.

Library staff are required to become familiar with the databases offered through the State Library of Kansas. <http://kslib.info/221/Online-Databases>. Additionally, library staff are required to explore the Online

Educational Resources on the Library’s website in order to assist patrons as well as improve their own technology proficiencies. <http://www.silverlakelibrary.org/adults/online-education-resources/>

## Annual Evaluation

The Technology Plan will be evaluated annually along with the Library’s Strategic Plan. Appropriate adjustments will be made to meet the changing needs of the community as well as the Library’s budget considerations.

## Budget Commitments

ITEM	2016	2017	2018
Basic	\$800.00	\$1,000.00	\$1,000.00
iMac	\$1,300.00		
PC	\$1,000.00	\$2,000.00	\$2,000.00
iPad	\$500.00		
<del>Wall-mounted TV</del>			
Projector & Screen		\$1,000.00	
Laptop			\$1,000.00
Electronic signage	\$200.00		
Contingency	\$100.00	\$200.00	\$500.00
<b>TOTAL</b>	<b>\$3,900.00</b>	<b>\$4,200.00</b>	<b>\$4,500.00</b>