

## Silver Lake Public Library – Technology Plan 2019-2021

### Technology Inventory

Item Name	Make/Model	Year Purchased	Replacement Scheduled	Estimated replacement cost
Computer #1	Dell Optiplex 7040	2017	2020	\$1,000
Computer #2	Dell Optiplex 7040	2017	2020	\$1,000
Computer #3	Dell Optiplex 7040	2016	2019	\$1,000
Computer #4	iMac	2015	2021	\$1,500
Computer #5	iMac	2016	Not scheduled	
Computer #6	Dell Optiplex 3010	2013	2019	\$1,000
Director PC	Dell Optiplex 3030 AIO	2015	2021	\$1,200
Asst Director PC	Dell Optiplex 7050	2018	Not scheduled	
Youth Services Laptop	Dell Latitude E5540	2014	2020	\$1,300
Circ Desk PC	Dell Optiplex 7050	2018	Not scheduled	
OPAC PC	Lenova ThinkCentre	2018	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]	2017	2022	Leased; Equipment line item
iPad iPad	Apple	2012 & 2016	Not scheduled	
Telephone Line + FAX Internet 25M X 5M	Cox Communications	2015	NA	
Meraki wireless network	Enterprise License	2017	2020 3 year license renewal	
4 Bar code scanners & 2 receipt printers			Not scheduled – replace as needed	
OPTOMA GT 1080DARBEE 3D DLP HOME THEATER PRO	SERIAL # Q79C724AAAAACO157	August 2017	Not scheduled	
EPSON DUET PORTABLE PROJECTOR SCREEN	4:3 & 16:9 65 & 80 DIAGONAL	August 2017	Not scheduled	

## 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

2019 – 2 PCs (#3 & #6)

2020 – 2 PCs (#1 & #2) 1 laptop

2021 – 1 iMac, 1 PC (Director)

## Enhancement Goals

2019 – Subscribe to Beanstack Premium Service through Zoobean 3 years @\$995 per year

2020 – Explore options for additional public access computer for children’s area

2021 – Explore options for new telephone system including extra phone line

## 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	2019	2020	2021
Basic	\$1,000.00	\$1,000.00	\$1,000.00
PCs	\$2,000.00	\$2,000.00	\$1,200.00
Laptop		\$1,200.00	
MAC			\$1,500.00
Beanstack	\$995.00	\$995.00	\$995.00
Contingency	\$605.00	\$205.00	\$805.00
<b>TOTAL</b>	<b>\$4,600.00</b>	<b>\$5,400.00</b>	<b>\$5,500.00</b>