

**Three Year Technology Plan
For
Nortonville Public Library
FY 2021- FY 2023**

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Year 1, 2021:

Goal 1 improves hardware

Two public computers need to be upgraded this year.

1. Look at all options for patron computers including tablets, desktops and two-in-ones. March 2021.
2. After determining which type to buy for public access and configuration for staff computer, determine cost. March 2021
3. Purchase 2 public computers. April 2021
4. Contact NEKLS when computers arrive regarding assistance with installation. April 2021.
5. Train staff on new staff computer. April 2021 .
6. Review public computers to determine one additional computer to upgrade. August 2021
7. Gather pricing for public computer. August 2021 .
8. Purchase new public computer. September 2021
9. Contact NEKLS about installation of new public computer. September 2021.

How will this goal be evaluated?

Public input from users, gathered in April and September 2021.

Goal 3 improve internet speed.

Internet speed continuously improves and changes. To provide the best public access experience, we need to have the best speed for the best price.

- 1) Call Giant Communications about upgrading speed. November 2021.
- 2) Check with NEKLS about how Meraki equipment may be affected. November 2021
- 3) Contact eRate Solutions regarding additional costs and increased speed. Learn about procedure for seeking approval for eRate and forms to be filed for planned upgrade July 1, 2022. December 2021
- 4) Submit information to the library board for their approval. December 2021

Year 2, 2022

Goal 3 (continued) improves internet speed.

1. Complete paperwork for eRate funding for new internet speed. February 2022
2. Contact Giant Communications to obtain increase effective July 1, 2022, June 2022.
3. Upgrade compete. July 2022.
4. Survey staff on internet performance. July 2022.
4. Gather surveys and public input. August 2022.

How will this goal be evaluated?

Written survey in August 2022, along with public feedback. Staff survey in July 2022.

Goal 4 upgrades hardware.

Regular replacement of hardware is crucial to ensure our customers have the best experience with their computer usage. A replacement schedule is essential. This goal upgrades two public computers and back staff computer.

10. Look at all options for patron computers including tablets, desktops and two-in-ones. January 2022.
11. After determining which type to buy for public access and configuration for staff computer, determine cost. January 2022.
12. Purchase one staff and two public computers. February 2022.
13. Contact NEKLS when computers arrive regarding assistance with installation. February 2022.

14. Train staff on new staff computer. March 2022.

How will this goal be evaluated?

Public input from users, gathered in April and September 2022.

Year 3, 2023

Goal 5 upgrades hardware.

Regular replacement of hardware is crucial to ensure our customers have the best experience with their computer usage. A replacement schedule is essential. This goal upgrades two public computers.

15. Look at all options for patron computers including tablets, desktops and two-in-ones. January 2023.

16. After determining which type to buy for public access, determine cost. January 2023.

17. Purchase two public computers. February 2023.

18. Contact NEKLS when computers arrive regarding assistance with installation. February 2023.

19. Train staff on new staff computer. March 2023.

How will this goal be evaluated?

Public input from users, gathered in April 2023.

Funding:

Our current technology budget includes \$3500 for 2021. This will be adequate to meet goals for this year. The Library Board is committed to meet the 2018 goals using monies from capital improvement fund, as required.

Nortonville Public Library
Nortonville KS

INCOME:

2020 Budget 2021 Budget

City of Nortonville	33162	28936
Norton Township	11633	11633
NEKLS	16700	16700
State	175	175
Fundraiser/Misc.	2200	2200
TOTAL	63870	59644

EXPENSES:

Personnel Expenses

Wages	39545	31919
Benefits	5950	5950
Professional Development	450	1450
Mileage	800	1000
TOTAL PERSONNEL	46745	40319

Material Expenses

Books	4600	5000
Periodicals	500	500
Electronic Media	3500	3500
TOTAL MATERIALS	8600	9000

Operations Expenses

Technology	2000	3500
Automation charges	675	675
Supplies	1400	1400
Postage	500	600
Insurance	625	625
Internet Access	825	925
Programming	1200	1300
Misc	1300	1300
EXPENSES:	8525	10325

Nortonville Public Library

Goals and Objectives – February 2021

Goal # 1

The Nortonville Public Library realizes that our society wants instant access to materials. It also recognizes the importance of e-content for meeting this demand. Therefore, the library will explore ways to deliver e-content.

- (a) Library staff will engage in continuous education about current technology trends.
- (b) The Library will contribute \$50 annually to the e-format purchases made by the Northeast Kansas Library System.
- (c) The Library will include information on e-formats in the mailers sent to homes in May and November each year, as well as updates and information on Facebook and the website.
- (d) The library will explore other avenues for delivering e-content to our users.
- (e) The library will offer on the spot training to the public for State databases, Flipster and Hoopla.

Goal #2

Teen library users continue to place a high demand on library services. At the Nortonville Public Library, we value their usage of services and materials. The library will, therefore, encourage this interest from teens by:

- (a) Actively seek input for summer programming ideas from teens.
- (b) Seek recommendations from teen patrons on purchases of materials (electronic and printed).
- (c) Continue to offer programs and materials that are pertinent to their educational and entertainment needs.
- (d) Engage teens with volunteer opportunities, in cooperation with the Jefferson County North High School.

Goal #3

Adult programming at the Nortonville Public Library has been neglected in the past. We realize it can be challenging to deliver programming to adults due to constant demands upon their time. We also realize many adults in our community want to learn more and participate in social activities. Therefore, the Nortonville Public Library will:

- (a) Seek input from community members, via focus groups, regarding programming.
- (b) Schedule at least twelve adult programs each year.
- (c) Publicize events with Facebook, flyers, website and other means.
- (d) Talk with community members about the plans for programming and seek individual suggestions.
- (e) Actively seek to establish regular group meetings in the library, such as book discussions, brown bag events, and special interest gatherings.
- (f) Enlist the talents of community members to deliver programming based on their areas of expertise.

Goal #4

The Nortonville Public Library recognizes innovation and creativity are important to our future. Therefore, the Library will find ways to encourage children and young adults to develop this skill-set.

- a) Seek supply donations to replenish consumables within the Makerspace.
- b) Offer programming at least once per month and during the summer utilizing this space.
- c) Seek individuals from the community with skills and expertise to offer instruction beyond that offered by library staff.
- d) Seek input from our teen and young adult patrons on usage and programming of the Makerspace.