Tech committee End of the Year Report - FY 2012

This year we completed a large number of projects, mostly through the efforts of Jim Knutson. The library has a shared server space for staff and board members to store documents. The OS (operating system) on the main server has been updated from Windows Server 2008 Standard to Windows Small Business Server 2011 Essentials. This allows for the creation of an SSL Virtual Private Network (VPN) for off-site access for board members. Additionally, we've established an off-site protocol to backup library data using 3 removable 2.5" hard drives on a rotating basis to preserve the library's data in case of an emergency. The data on these 3 drives is encrypted to prevent unauthorized access.

In terms of materials, we've removed some obsolete equipment while providing 24 new computers, replacing 21 old patron computers and adding 3 new patron computers, due to a generous anonymous donation. The staff computers have been replaced with the most recently purchased of the old patron computers and have the newest OS (Windows 7 Professional) installed. The equipment - but not the software - for implementing our print/computer time management system in the coming year has been purchased.

The library has 2 Internet connections – one is donated by Comcast, the other is purchased from Comcast. The library switched service providers to lower the cost of phone service and increase Internet access speed.   New vendor services are being investigated to provide even cheaper options for the future.

Policies and circulation practices for the previously purchased Kindle and Netbook were developed. MyMediaMall (purveyor of e-books) has been implemented and functional for several months. Despite low usage, we are excited to offer this service to our patrons and are looking for ways to publicize this service in the future. We researched mass mailing options and are looking forward to working with a new director on implementing one to reach out to our community.

Finally, we are working to migrate to a new ILS system. Apollo/Biblionix has been tested on an intermittent basis and can be implemented pending an inventory of our collection and staff attendance at free training webinars hosted by Biblionix.

Our goals for next year include adding more equipment and services for our patrons, updating the website for content and language accessibility, implementing the management systems and the new ILS, and getting the message out there to increase the usage of the e-book services.