

# **TELECOMMUNICATIONS & TECHNOLOGY PLAN**

## **2005 - 2008**

### **GOAL I.**

**The Library serves as the community's primary connection to the Internet.**

- A. Maintain computers providing Internet/Web access to the public so that maximum waiting times for access are consistently well under one hour.
- B. Link Library website to and from relevant sites, as well as provide links to selected non-profit community groups and organizations.
- C. Maintain telecommunications services and equipment to ensure adequate speed and facility of use.

### **GOAL II.**

**The Library provides appropriate materials and resources to staff and patrons.**

- A. Provide an excellent, attractive, and user-friendly website.
- B. Continue to provide an email newsletter to patrons.
- C. Maintain local newspaper index on website.
- D. Promote use of web-based catalog.

### **GOAL III.**

**Library staff will provide user-friendly access to technology.**

- A. Continue staff training on applications, troubleshooting, and research strategies.
- B. Constantly evaluate and revise website, web guides, etc., to ensure highest customer usability.
- C. Conduct a usability study of the Library's website during Fiscal Year 2006 – 2007.

### **GOAL IV.**

**Maintain and improve technology infrastructure.**

- A. Continuously evaluate new technology.
- B. Review upgrade and replacement plan for telecommunications and technology equipment annually.
  - 1. Replace current telephone system by 2006 – 2007.
  - 2. Create equipment replacement schedule for staff and public computers by Fiscal Year 2005 – 2006.
- C. Upgrade management and productivity software as appropriate
- D. Upgrade LAN as appropriate.
  - 1. Provide wireless service by Fiscal Year 2006 – 2007.

## **FUNDING:**

Our goal is to budget an amount that is sufficient to maintain and repair equipment as necessary. Upgrades and improvements will be budgeted as needed. These funds shall come primarily from local support (City sales tax), with some monies from state aid and grants

## **EVALUATION:**

This section will be reviewed annually. Members of the Long Range Planning Committee (Staff, Board Members, and Community Members) will determine which goals have been met, what needs to be done next, and how best to meet the technology needs of the community.

Quarterly, staff will review our progress towards implementation of each of these goals and will adjust budgets, workloads, and other supporting factors to ensure our success.

The approved plan and its revisions/evaluations will be presented as part of the Library Board's annual presentation to the City Council.

Approved By The Bartlesville Library Board  
May 10, 2005