Glasgow City County Library

Technology Plan, July 1, 2010 – June 30, 2013

Creation Date: November 18, 2009

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A. SUMMARY BUDGET/FUNDING

Goals	2010	2011	2012	Ongoing Costs
Goal: Address the technology training needs of the library staff	1200	1200	1200	1200
Goal: Provide electronic resources to the public	9840	9870	9900	9900
Total Costs	11040	11070	11100	11100

FUNDING

The money to address the training needs of the library staff will be paid out of the annual funds the library receives from the Golden Plains Library Federation specifically earmarked for training. The money to pay for the library's Heritage Quest and Overdrive databases comes from the library's materials budget. The money to pay for the library's OCLC costs comes from the library's line item for contract services in the annual budget. The costs for the purchase of new computers/technology/Montana Shared Catalog comes from money received as a bequest last fiscal year which was added to the library's depreciation fund. That portion of the phone bill used to cover Internet services comes from the e-rate money. Finally, the rest of the telecommunication costs for telephone service comes from the library budget.

B. VISION STATEMENT

The vision of the Glasgow City-County Library is to provide current, high-demand, high-interest materials in a variety of formats for persons of all ages and to actively promote and encourage the use of its collections and resources. The Library uses technology to make available and encourage the use of materials in all media which:

- Meets the informational needs of the entire community
- Aids in learning and improving job related skills
- Support educational, civic, and cultural activities within the community
- Encourages Freedom of Expression
- Encourages life-long learning
- Provides easy access to all library users, at home or in the library.

C. MISSION STATEMENT

Mission Statement from the policy manual, policy 200.1: The Glasgow City-County Library is an institution funded and maintained at public expense, whose primary mission is that of meeting and serving the informational and recreational

needs of the citizens of the city of Glasgow and Valley County through the use of graphic records and media materials (not merely to be construed as 'books').

D. TECHNOLOGY INVENTORY – CURRENT AND PROJECTED

Inventory Category	Current Count	Projected 2010	Projected 2011	Projected 2012
Networks Wireless	1	1	1	1
Computer workstations	10	11	11	11
Peripherals, Printers	4	4	4	4
Peripherals, Monitors	9	10	10	10
Internet Connections, Wireless	1	1	1	1
Telecommunications, cordless	3	3	3	3
Telecommunications, FAX	1	1	1	1

SOFTWARE SUBSCRIPTIONS				
Auto repair	Yes	Yes	Yes	Yes
Infotrac	Yes	Yes	Yes	Yes
WorldCat	Yes	Yes	Yes	Yes
Montana Shared Catalog	Yes	Yes	Yes	Yes
OCLC Connexion	No longer needed— Smart Port instead	No longer needed— Smart Port instead	No longer needed— Smart Port instead	No longer needed— Smart Port instead

E. GOALS AND OBJECTIVES

Summary of Goals and Objectives

Goal 1: Address the technology training needs of the library staff

- Objective: Cover long distance costs to provide online training
- Objective: Cover long distance costs to provide online training
- Objective: Cover long distance costs to provide online training
- Objective: Cover long distance costs to provide online training

Goal 2: Provide electronic resources to the public

- Objective: Improve security on the library's network
- Objective: Improve Internet Security by increasing bandwidth
- Objective: Improve Internet Security by increasing bandwidth
- Objective: Continue to support the Heritage Quest and Overdrive databases and services
- Objective: Continue to support the library's membership in the Montana Shared Catalog

Objectives	2010	2011	2012	2013
Goal: Training needs of the staff				
Cover long distance costs	$180	$180	$180	$180
Cover long distance costs	$150	$150	$150	$150
Goal: Provide electronic resources to the public				
Improve	$1400	$1600	$1600	$1600

Internet Service by increasing bandwidth				
Improve Internet Service by increasing bandwidth	$525	$525	$525	$525
Support Heritage Quest and Overdrive databases	$2000	$2000	$2000	$2000
Support membership in the Montana Shared Catalog	$5000	$5000	$5000	$5000
Improve security on the Library's Network	$700	$700	$700	$700

F. EVALUATION PROCESS

- Conduct a patron survey annually
- The library staff will monitor computer and other equipment usage, through scheduling records and observations.

G. PROFESSIONAL DEVELOPMENT STRATEGY

Professional Development Strategy: The Glasgow City-County Library is an organization that values learning. There are numerous training classes offered online and in "Webinars" by various organizations. The library staff is encouraged to seek out and sign up for classes as the need arises. Training money is included in the annual budget to support these activities,