

DRML Strategic Technology Plan

DRML Mission Statement

The Deborah Rawson Memorial Library provides community access to information, ideas and enriching experiences.

DRML Technology Vision

The Deborah Rawson Memorial Library will utilize current technologies and high speed internet access to enhance our traditional and digital library services. Patrons will be able to access the library 24 hours a day, 7 days a week, through electronic information resources, complementing other materials and services provided by the library. Library staff will serve as a knowledgeable resource for library technology services. We are committed to creating an environment which actively and creatively incorporates technology as a tool in shaping the ways we fulfill our mission and roles.

Technology Goals, Objectives and Activities

Goal 1: Create a technology replacement schedule.

- Current age and condition of computers and peripherals by end of June.
- Replacement schedule plan available yearly in August.
- Stagger replacement schedule of new computers for circulation desk, office and patron use by July.

Goal 2: All staff members will be provided with appropriate, ongoing job related and job specific technology skills.

- Downloadable refresher completed by June.
- Hands-on tutorials to share with staff.

Goal 3: To expand and enhance public access through technology and provide training.

- Current information will be made available, through in-person and on-line resources, regarding the library's digital collection. (Overdrive, One-click, Vermont Online Library, HeritageQuest, Mango, Universal class, HW Wilsonweb)
- Appropriate tutorials will be linked on website page.
- 1:1 device training (sign-up required and ongoing)

Goal 4: Maintain and update the library website and social media outlets.

- Active posts to Facebook weekly
- Set up and use a Twitter account.
- Set up and use an Instagram account.

Goal 5: Develop an estimated technology plan budget for projected expenditures.

- In August a new budget will be developed.
- The current annual budget will be maintained throughout the fiscal year and include estimates for the expenditures on hardware, software, contracts, telecommunication services, and copier costs.

Evaluation: The director will oversee the implementation of the technology plan and its evaluation. The plan will be reviewed annually by the Technology Committee and reported to the Library Board of Trustees. Planning technology for the future will require flexibility and the ability to adapt and adjust to technical trends and changes. Since technology is constantly evolving, this plan is considered a framework that will guide but not limit the library's use of technology.

The objectives will be reviewed and updated annually to reflect the status changes in existing initiatives and inclusion of new initiatives. Once a project is completed and its final status reported it will be removed from the objectives list.