Brooks Memorial Library
Technology Committee Meeting Minutes
April 3, 2015, 8:30-10 AM
Meeting Room

Present: Howard Burrows, Adam Franklin-Lyons, Jennifer Lann (minutes-keeper), Debra Loevy-Reyes
Staff: Jerry Carbone, Jeanne Walsh; Invited guest: Jess Weitz

1. **Additions to the agenda** (from Jerry except as noted otherwise):
   · **National Library Week: April 12-18**
     o Theme: "Unlimited possibilities @ your library"
     o There's a box at the circulation desk for patrons to contribute items, notes, stories, etc. that represent something personally meaningful about the library.
     o During National Library Week, those items will be featured in a main-floor display.
     o Each day the Library will post on Facebook and the website something helpful the Library offers (e.g., services, resources, etc.)
2. **Public comment**: none (no public)
3. **Feb. 26th minutes**
   · Version posted conveys e-rate information inaccurately.
   Next action: Jennifer will find and send Jerry correct version for posting.
4. **Old Business:**
   · **"Cutting the Cord" article**
     o No further discussion for now.
     o Helpful to keep in mind as laptops and wireless options are integrated.
   · **Laptop donation update**
     o Held up indefinitely by the donor who is still working on the press release.
   · **Laptop charging/storage cart**
     o Friends will fund it from this year's budget.
     o Jerry found an excellent price for a laptop/tablet storage/charging cart.
     o Discussion about charging:
       1. Is having them charging the entire time bad for battery life?
       2. The laptops would have a chance to drain their batteries during patron use.
       3. There could be a schedule for unplugging them once they're charged.
       4. **Next action:** Jennifer will ask the Landmark College Information Technology Services department what their practice is for charging laptops in their laptop carts.
   · **Technology sessions report** (Jeanne)
     o Continuing the pattern of one-to-two attendees each session.
     o Jeanne sometimes receives a question ahead of time, and refers that person to attend the session, and they do.

- Sessions are advertised in the *Reformer*, the library website, and e-newsletter.
- Hopes to convey to the community that such technology support is a key part of what the library does.

- **BML/NewGrassRoots.com initiative with Alexander Beck**
  - The ball is in Alexander Beck's court; we'll wait. (It's not urgent, and the calendar is already full.)
  - If we haven't heard from him by the next Tech Committee meeting, we can discuss then whether to reach out to him.

- **Conway/EFI wireless printing & scanning solutions**
  - Three levels of service is offered for these machines, which are color printers/copiers/scanners.
  - We could lease or own; regardless, it would be an operating (vs. capital) expense.
  - 11X17" is optional but helpful.
  - A refurbished machine is also an option, but not included in the quotes Jerry has received this far.
  - The library's current copier is a "legacy" machine, coin-op, and serviced for free (along with toner, etc.) by Newton, a local business.
  - **Next action:** Jerry is going to shop around for more options, including from Newton.
  - Legacy machine is in the glass room on the first floor; the new one would need a new, more visible location.
  - Could there be revenue potential?
    1. Machine could be card operated.
    2. Cards could be purchased and loaded with $.
    3. Or cards could be the patron's library card, and the cost could go to the fines record. However, some people who need to copy don't have library cards.
    4. Need to convey clearly what staff limits are in helping patrons obtain the quality of copies they prefer.
    5. Currently, black-and-white copies are $0.15/page; color, $0.25
  - Wifi printing could occur to our existing (and then to our new) printer via wireless from mobile or desktop devices.
    1. The Rutland Free Library offers it, and went through a lot of troubleshooting with the State of Vermont to have it supported by the State network.
    2. Jerry is getting a competing quote from SymQuest.
  - Jerry is pursuing wifi printing now, more slowly pursuing new printer/copier/scanners.
  - Scan station: might be too slow and expensive; the scanning options in the new printer/copier/scanners may suffice.

- **Omeka vs. BiblioBoard evaluation** (with consultant Jess Weitz)
  - Recorded Books has Zinio.
    1. Zinio is a digital magazine newsstand in which users have access to a collection of magazines via their mobile devices and can access the archived articles.

      2. Library presenter on the topic of e-books and e-content warned participants away from Zinio. It's notoriously buggy.
- Washington DC has Opus printer for self-publishing. The Brattleboro area is rich in authors; supporting self-publishing via BiblioBoard or another platform may be a helpful service as libraries become makerspaces.
- Omeka:
    1. Good for establishing a network for a multi-library effort.
    2. Requires a fair amount of technical knowledge.
    3. Uses controlled vocabulary in such a way that results in a well-controlled product but can be difficult for novices to set up.
    4. Set up for scholarly use.
    5. Many plugins are available to engage users.
    6. Excels as a controlled, robust reference resource.
- BiblioBoard:
    1. Remarkably user-friendly, especially for our projected users at the back end: volunteers and town department staff.
    2. Engaging and friendly for patron use.
    3. Offers more features (e.g., existing e-content, self-publishing module).
    4. Doesn't use the record framework of library catalogs; set up for search engines instead of with controlled vocabulary.
    5. Easy to create local controlled vocabulary since it doesn't limit metadata to Dublin Core or Library of Congress Subject Headings (LCSH).
        a. Jeanne: concern that metadata could get out of control quickly.
        b. However, at the folder level, LCSH is used for our local history collection, but not at the item level.
        c. BiblioBoard uses an "anthology" framework; our folders could each be an anthology using LCSH, and the framework is hierarchical (anthology: item).
        d. Omeka is like an index; BiblioBoard is like a table of contents.
    6. Easy to promote materials: embedded with the Web and social media.
    7. Excellent tech support: training, accessible help guides at each stop in written and video form, immediate contact offered.
    8. BiblioBoard requires that they approve each anthology before final publishing:
        a. Upside: provides quality control.
        b. Downside: strange in the context of freedom of expression; we don't suspect that censorship is their motivation, but the moment there was anything akin to censorship, we could pull out from the contract immediately.
    9. Can't combine their e-content collections without local collections.
    10. Offers unlimited storage.

11. Excels in being user-friendly to set up and to use; enhances item discoverability.
    a. Set up a bit like Netflix: engaging, photo-rich, big buttons, easy to use.
    b. More and more libraries are using Flickr for patron engagement—it gets a lot of use despite a complete lack of controlled vocabulary.
- o Three core purposed for BML to adopt this type of service (with which service does it best):
    1. Allowing others (specifically other town departments) to digitize and make available their own material. (BiblioBoard)
    2. Supporting self-publishing. (BiblioBoard)
    3. Making available our digitized core collection of photos, art, and local history. (BiblioBoard or Omeka, for different reasons)
- o Porter Thayer collection: could we bring it over into BiblioBoard or Omeka?
    1. Omeka could do it, but it would be clunky and time-consuming, one record at a time.
    2. BiblioBoard: we don't know yet.
    3. On UVM CDI (University of Vermont's Center for Digital Initiatives)
    4. Is it on the Library of Congress American Memory Historical Collections?
    5. **Next action:** Jerry will ask BiblioBoard:
        a. "What format and fields would be provided for our locally generated content if BiblioBoard went away?"
        b. "How easy would it be to migrate our collections to Omeka if BiblioBoard went away?"
- o Town Clerk was enthusiastic about the invitation to use his service.
    1. A lot of other town departments may be interested.
    2. Policy implication: We'll need to decide what other community entities we may eventually let use this service (e.g., local orgs, churches, schools, Brattleboro Historical Society).
- o Discussion about whether BiblioBoard would limit BML's ability to share its local resources with the national library community.
    1. Omeka would allow us to connect with the national library community in the sense of shared controlled vocabulary.
    2. But it might also limit local use vs. the level of ease and engagement BiblioBoard provides.
- o Could be funded by either bequest funds or the Friends.
    1. Friends are a good match since it would be an ongoing expense like the databases they fund, and they could help promote it.
- o **Next action:** Jerry, Jeanne, and Jess will meet immediately after the meeting to discuss which questions to ask BiblioBoard.

5. **New Business:** none, other than the addition to the agenda: National Library Week (item 1, p. 1)
6. **Next meeting: TBD via Doodle**
7. **Adjourned at 10:10 AM**