

Brooks Memorial Library  
Technology Committee  
MINUTES  
November 2, 2016  
8:30-10 AM, Local History Room

1. Call to Order / 8:40 AM
2. Absent Paige, Adam
  
2. Agenda / Changes or additions
3. Public Comment
4. Minutes of **September 20, 2016**
5. Old Business
  - **Technology help sessions update**
  - **BML Pinterest site update (Katie Montgomerie, volunteer)**
  - **Children's Room iPad stands update**
  - **Phone system directory**
  - **Online privacy education**
  - **Updating staff computers**
  - **Visions for public access computing on first floor and Children's Room**
  - **Meeting Room technology policies**
  - **Meeting Room reservation software**
6. New Business
  - **Wording for Strategic Plan's Service Priority for Technology**
7. Adjourn

**CONTENTS: Minutes of September 20, 2016**

**NEXT MEETING DATE: TBD**

- **Minutes correction:**
- **Original:** "Matt has already asked for after-hours work, but as with Cal's hypothetical case, we would need to consult with the town attorney."
- **Correction:** "Matt has already **been** asked for after-hours work, but as with Cal's hypothetical case, we would need to consult with the town attorney."

**Started with Technology Service Priority**

- Examined 2012-2016 strategic plan: "Connect to the online world to help library users find, evaluate, and use information." and "Provide access to welcoming physical and virtual spaces for library users."

- Nothing in these original priorities mentions “creation.”
- Information literacy needs to stay a service priority but doesn’t necessarily need to be combined with a service priority for technology.
- Access to technology is a key component. Both access to public devices plus guidance in how to use the devices they have. Promoting use.
- Evaluating new technologies could be a role for us.
- Library as a third place. As a physical space. What about as a virtual space? Open up the Library website to see what’s happening in the community. Community clearinghouse for community events, in which people could also submit events. iBrattleboro is trying to do that already. From the strategic planning community conversation gathering: Goes with cataloging the community, in which community groups know each other exists and not double booking events.
- “What’s going on with X technology? I could go to the library to find out.” A place to test-drive with devices and guidance available. Plus, the library compiles resources that evaluate new tech.
- Marketing will need to be a key component. We already have some of these great offerings, but the public doesn’t know.
- Comment sheets on the back of new books—other readers use them. Use with devices?
- We don’t yet “Provide welcoming [physical and] virtual spaces for library users.” (The “virtual” space is lacking. It doesn’t yet allow for interaction and creation. It’s very library-limited.)
- Conversations wouldn’t necessarily be hosted on our site; it could be via, say, Reddit, but that comes with its own red flags. (Although, the library threads tend to be civil.)
- Need to make the plethora of website resources already available on the library website clear and navigable with organization and language that makes sense to the general public.
- PSAs from BCTV featuring members of the community conveying what they accomplish at the library.
- Simple, focused posters, everywhere: “Need to make a business card? Come to the library.” (The “Libraries Transform” campaign tried to include too many ideas and was therefore unclear.)
- New library logo that conveys as much as the Linda.com logo: professional-seeming, conveys what it lets you do, etc.
- “Literacy” is a great word, but does the public know what it means, especially in terms of “information literacy”? Perhaps we can use the word for this document and translate it for others for marketing.

Draft language with overlapping ideas of what we want to convey:

- Provide access to current and emerging technologies, both on public and personal devices, to facilitate both technology literacy and information literacy (i.e., the ability to find, evaluate, and use information).
- Facilitate community connections, conversations, and creation via technology.
- Provide and enable the use of technology for information literacy (e.g., find, evaluate, and use information).
- We are an information, technological, and community hub. (“The library leads to all roads: Start here.”)

**Old Business: tabled until next meeting.**

**Adjourned at 10 a.m.**

**Next meeting: TBD via Doodle poll.**