

Madison County Library System Technology Plan



July 1, 2014 - June 30, 2017

ACKNOWLEDGMENTS

A committee of staff representing a wide range of library skills developed this plan.

MCLS Technology Committee:

Jody Perkins, Director
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MISSION

The mission of the Madison County Library System is to provide library resources and services necessary to meet the evolving informational, recreational, and cultural needs of the public, thus enhancing individual and community life.

EXECUTIVE SUMMARY

The Madison County Library System developed this technology plan to serve as a framework for the library's technology goals and objectives. The mission of the Madison County Library System is to provide modern library resources and services necessary to meet the evolving informational, cultural and recreational needs of the public, thus enhancing individual and community life. Continued emphasis has been placed on the training of staff with SirsiDynix Symphony, Internet, Email, and online database searching. These training sessions are intended to improve staff comfort and proficiency with technology to better serve the public. The enhancement of library technology will provide readers with the best possible access to needed information in both print and electronic formats, and will give the community the best possible information resources. The integration and implementation of technology into the services offered by the library is of the utmost importance. We must constantly strive to meet the needs of the public. Computing resources and Internet access are a large part of those needs. Feedback from the community and from the Library Board will ensure that Madison County Library System can offer the best services possible. The Madison County Library System provides users of the library with access to traditional print sources and digital information resources accessible through the Internet. To support this mission, the Madison County Library System monitors progress in computing, communications, and service delivery methods to ensure the best service available.

This three-year technology plan states goals planned for the Madison County Library System. The System Administrator will be the administrator for the plan. The plan will be evaluated annually to determine the effectiveness of the Madison County Library System in responding to the public's needs.

NEEDS ASSESSMENT

The Technology Committee is comprised of administrative and branch level staff and meets on an as needed basis to evaluate the technology needs for the library system. To meet these technology needs for patrons, the Madison County Library System must take the following steps:

- Continually expand interactivity between Library System and public through online resources and initiatives
- Continually promoting the technological offerings of the library system

In order to provide efficient services, equipment must be kept both up-to-date and operational. The library system computers are currently replaced every five years and printers are replaced / upgraded on an as needed basis. The PC replacement schedule is in the goals section of this plan.

DESCRIPTION OF CURRENT ENVIRONMENT

The Madison County Library System is a one-county library system serving the citizens of Madison County, MS and has five branches with the Headquarters library located in Canton, MS. The library system is fully automated using the Symphony software from SirsiDynix Corporation. It is a fully integrated library system that features a bibliographic database and several modules including circulation, cataloging, acquisitions and webpac.

The library system currently has three 10M and 2 T-1 circuits for network connectivity. Circuits will be upgraded as budget permits. The library system currently has 119 computers connected to the Internet. All branches offer wireless Internet access to the public.

The library system maintains a web site which offers users information about the library system and its branches, staff email accounts, links to informational and bibliographic databases including access to the numerous databases provided through the statewide MAGNOLIA project.

STAFF TRAINING AND SUPPORT

All Madison County Staff are encouraged to participate in training workshops, conferences, and other continuing library advancement education opportunities in order to become skilled and knowledgeable in the uses and benefits of electronic access and information delivery systems in the library and promote integrating technology into library operation. The library system will allocate, as budget permits, sufficient funding to provide for staff to participate in activities related to the advancement of library services. Additionally, the library system closes one day per year for staff development.

Current Technology Inventory

Computers – Public Access					
Camden	Canton	Flora	Madison	Ridgeland	TOTAL
6	14	8	11	16	55

Computers – Online Card Catalog					
Camden	Canton	Flora	Madison	Ridgeland	TOTAL
1	3	2	4	5	15

Computers – Other Public Access (Envisionware Reservation Stations)					
Camden	Canton	Flora	Madison	Ridgeland	TOTAL
1	1	1	1	1	5

Computers – Circulation / Reference Desk					
Camden	Canton	Flora	Madison	Ridgeland	TOTAL
1	3	2	4	3	13

Computers – Staff						
Admin	Camden	Canton	Flora	Madison	Ridgeland	TOTAL
15	1	3	3	3	6	31

TOTAL COMPUTERS 119

GOALS

2014-2015

- Replace 3 staff PC's (Canton Circ)
- Update Microsoft Office software on Staff and Public PC's
- Replace network switches in Ridgeland
- Investigate migrating email to a hosted Exchange server
- Investigate methods for efficiently upgrading the software on the public PC's
- Increase bandwidth at branches as the need arises and budget permits
- Investigate using Open Mesh routers (or comparable) for Wi-Fi access
- Investigate using Faronics Core (or comparable) for Antivirus protection and various software updates
- Upgrade/replace monitors on public PC's as needed
- Migrate the existing E-Library OPAC to the BLUECloud PAC (Symphony)
- Offer basic Internet, Office, etc. training workshops for the public
- Explore using Webjunction for staff training courses
- Continue to update and enhance the library system website
- Offer basic training for MCLS online resources
- Attend technology workshops and conferences

2015-2016

- Replace 8 Staff PC's (YSD, YSPC, YS-Canton, Flora Br. Mgr., YS Flora, Wk Room Madison, YS Madison, Head of Circ Ridgeland)
- Migrate existing Symphony modules to the BLUECloud suite. The timeframe will depend on the release of the product from SirsiDynix.
- Replace network switches in Madison
- Upgrade/replace monitors on public PC's as needed
- Investigate using PFSense (or comparable) for bandwidth management on public PC's
- Increase bandwidth at branches as the need arises and budget permits
- Continue to update and enhance the library system website
- Offer basic training for MCLS online resources
- Attend technology workshops and conferences

2016-2017

- Replace 33 public PC's (14-Canton, 8-Flora, 11-Madison)
- Upgrade/replace monitors on public PC's as needed
- Replace 6 Staff PC's (Admin. Assist, Assist. Acc't., Bus. Mgr., Coll. Dev. Coord., Acq. Assist, Cataloger)
- Replace network switches in Camden and Flora
- Increase bandwidth at branches as the need arises and budget permits
- Continue to update and enhance the library system website to be more interactive
- Offer basic training for MCLS online resources
- Attend technology workshops and conferences

EVALUATION

The System Administrator will report quarterly to the Library Director on implementation of the Technology Plan and propose modifications. A written evaluation will be performed annually to determine the success of the plan. The following is an example of the type of evaluation that will take place for each goal and objective for each year.

Was goal achieved?

If not, what contributed to the failure of the goal being achieved?

INFRASTRUCTURE

MCLS main site is located at the Canton Library in Canton, MS. All branch buildings are capable of supporting the current and immediate future electrical demands of the library's technology equipment. Either the city or county in which they are located maintains branch buildings. The city or county is notified of any electrical needs when new equipment is purchased. Category 5 cable connects all networked equipment within the branch building.