Brooks Memorial Library Technology Committee
In attendance: Starr Latronica, Matt Wojcik, Leo Schiff, Nikki Holland, John Woodword
Wednesday, October 25, 2023 at 4:30 PM
Mezzanine Meeting Room

- Call to Order
- Agenda - Approved
- Public comment - No comment
- [Minutes from 9/27/23](#) - Approved
- Update on any current technology projects/programs
  - Matt will be attending a meeting VT Department of Libraries, VT FiberConnect. 10/26 re: internet service, internet-related hardware
    - Questions re: equipment updates & funding for maintenance/upgrades
    - Should the library be a part of the town's network?
    - Action Item: Matt will update us on what was learned at this meeting
- Technology needs assessment update ([Needs Assessment Doc](#))
  - Jean has completed the assessment for her department
  - Matt's take:
    - Staff needs are pretty well-handled
      - May need to upgrade web hosting tier (getting close to the max storage allowed)
    - Public needs
      - Friends approved more hotspots
      - Public access computers (see Jean's responses, Matt agrees)
      - Microfilm reader - currently fine; considering digitizing (could work with historical society, may pursue grant funding)
    - Will need updated MS Office; Acrobat Pro; video software, perhaps
  - Action Item: Starr will follow up with remaining department heads to request completed needs assessments in time for December 6 committee meeting
- Additional wishlist items
  - Library of things -- external hard drive; floppy disk drive
  - Exploring - Hoopla (particularly for streaming movies/music)
  - Self-check technology
- Streaming / ebook services: May have an opportunity to educate patrons about these
- Tech education
  - Action Item: Matt will reach out to SEVCA re: tech support / education
  - Action Item: Starr will reach out to the town to check in on volunteers (e.g. Front Porch Forum, high school volunteers)
- **Next meeting date: December 6** (combined Nov / Dec meeting)
- Adjourn