

Library Technology Committee Minutes

May 7, 2025

Attendees: Leo Schiff, Matthew Wojcik, Margaret Atkinson, Starr Latronica, Bob Ferrante

Meeting called to order 4:34

Nikki announced as new committee chair

Status updates

Matt is working to switch to a new system for Library of Things and meeting room reservations. We will transition to Springshare, which we use for museum pass reservations.

PR regarding the results of the technology survey has gone to local media. An item was in the BML e-news and been published as a news item on the homepage of the website.

Projects sparked by survey results:

Matt reflected on the peer teaching/volunteer process that has progressed. Implementing it will put Matt in a position where he's not the only facilitator on the classes. This opens us up to group instruction on streaming and ebooks... how to use the various services.

Times offered are still in question –we'll start with daytime offerings, but will consider other times as would fit the audience. The first event will likely be mid-late June. It would be good to offer presentations multiple times, especially considering the preparation time required. Weekday sessions would likely be popular with an older audience (over 50). Saturdays are also an option

The group suggested various topics: Password management, setting up email accounts, file management, internet security in general. How to setup and use Google Docs. How to use YouTube as a learning system for learning new skills. Other subjects might be introduction to assistive technology, how to write and publish on Substack and exploring Ancestry.com.

Udemy or YouTube videos could be a good source for content. Committee members will take on different topics and find existing content:

Leo: Creating and using Gmail.

Margaret: Setting up and using Google docs.

Bob: Internet Security tips – how to stay safe online

Jeanne?: How to use YouTube and evaluate the veracity of info sources.

We're interested in having volunteer group leaders to share tech expertise on a themed topic on an ongoing basis. Leo asked how onerous the background check is for potential facilitators. Starr: 2 levels of check, and a \$10 fee per person.

We don't want Matt to lose his customers, but we can augment Matt's efforts.

Other questions/ideas:

Gibson/Aiken Senior Center has a tech facilitator as well. Might we involve them?

Would people who present be willing to participate in a regular tech support group that helps people?

We can keep our eyes open for proper people to add to this cohort.

If we have teens that want to be a volunteer peer they can use this as a way to earn their community service credits.

Leo will write a blurb up for the newsletter to announce that we're interested in candidates for facilitators/SMEs for a tech group.

Maybe Oscar Heller would be willing to present about Website stuff?

C: Grants

Thompson Trust has approved a grant for \$16k to replace all Library's public access computers. With tariffs, we might have to adjust how much we can pick up for that grant amount. Check should arrive in early June and be spent by October. Documents on guidelines will arrive with the check.

Matt will have to write up how we're spending the money and how we're being good stewards of the funding.

Closing business

Scheduling next meeting: Confirmed it's Wednesday 4 June.

Adjourned 5:17pm

Action items

Leo: Udemy research: Creating and using Gmail.

Leo: Write a newsletter blurb - we're interested in candidates for facilitators/SMEs for a tech group

Leo: Chat with Oscar Heller about website presentation for tech support group?

Margaret: Udemy research: Setting up and using Google docs.

Bob: Udemy research: Internet Security tips – how to stay safe online

Starr: Check with Jeanne? Udemy research: How to use YouTube and evaluate the veracity of info sources.

Matt: Follow up with Gibson-Aiken tech support person

Matt: Get dates for June tech support group rollout on the schedule