Osawatomie Public Library
Technology Plan, 2022-2025
Adopted by the Board of Trustees February 22nd, 2022

Mission & Vision

Mission: Osawatomie Public Library is the primary information and resource destination for our community, we maintain a varied, up-to-date, relevant, attractive collection of materials, and offer services that enrich and support our patrons.

Vision: To be an anchor for the arts, life-long learning, and culture in our community. In short: to be a place to belong.

Current State of Staff Technology Knowledge

Staff technology knowledge currently exists in silos. That is, some staff know how to utilize some technology, but only the Director and Assistant Director feel comfortable with most or all technology.

Current State of Technology

- Internet and computer access is available for staff and patrons
- Wi-Fi is available for staff and patrons
- Two gaming systems are available for patrons
- The Osawatomie Public Library maintains its own website

Technology Plan Goals & Objectives

Goal 1: Library hardware, software, and network will meet the needs of the library

Objective A: Non-functional technology used by staff and patrons regularly will be replaced.

Objective B: A 5 year replacement plan will be implemented for staff and patron computers.

Goal 2: Provide virtual access to library materials and online databases.

Objective A: Continue to provide digital books, audiobooks, magazines, music, tv shows, and movies.

Objective B: Continue to provide remote and in-house access to digital resources and services.

Goal 3: Staff will be well-trained in using technology to improve library services.

Objective A: Provide progressive training to staff, including a staff handbook to assist staff with day to day questions.

Objective B: Ensure staff have the resources necessary to assist patrons with the digital library.

Goal 4: Osawatomie Public Library will provide ongoing training and support for library patrons to ensure digital literacy for all Osawatomie citizens.

Objective A: The library will provide basic technology training for patrons and staff.

Objective B: The library will provide training using patron devices when library software, such as Hoopla or Beanstack, is involved.

Evaluation

The library director will oversee the creation, implementation, and evaluation of the technology plan. The plan will be reviewed annually with the Board of Trustees.

Technology Inventory

Item Description	Use	Date Acquired	Replacement Plan & Frequency	Notes
Staff Computer 1	Staff - Upstairs		Every 5-7 years	
Staff Computer 2	Staff - Upstairs		Every 5-7 years	
Staff Computer 3	Staff - Upstairs		2023 Every 5-7 years	Used for camera monitoring only
Patron Computer 1	Patrons - Upstairs		Every 5-7 years	
Patron Computer 2 (Dell)	Patrons - Upstairs		ASAP Every 5-7 years	
Patron Computer 3 (Dell)	Patrons - Upstairs		ASAP Every 5-7 years	
Patron Computer 4	Patrons - Upstairs		Every 5-7 years	
Patron Computer 5	Patrons - Upstairs		Every 5-7 years	
Patron Computer 6	Patrons - Upstairs	2021	Evaluate in 2025 Every 5-7 years	
Gaming Computer 1	Downstairs	2013	ASAP Every 5-7 years	On its last legs
Gaming Computer 2	Downstairs	2013	ASAP Every 5-7 years	Gone - broken
Gaming	Downstairs	2013	ASAP	

Computer 3			Every 5-7 years	
Gaming Computer 4	Downstairs	2013	ASAP Every 5-7 years	
Gaming Computer 5	Downstairs	2013	ASAP Every 5-7 years	
Laptop	Maker Space 3D Printer		ASAP Every 5-7 years	Poor performance/Slow
Ender Pro 3D Printer	Maker Space	2020	Evaluate performance in 2025 Every 5-15 years	
MakerBot 3D Printer	Maker Space		Evaluate performance in 2025 Every 5-15 years	
Epson Photo Printer	Downstairs		As needed	Functional Status Not Known
iPad 1	Downstairs		Every 5-7 years	
iPad 2	Downstairs		Every 5-7 years	Missing
iPad 3	Downstairs		Every 5-7 years	Dead
iPad 4	Downstairs		Every 5-7 years	Dead
iPad 5	Downstairs		Every 5-7 years	
iPad 6	Downstairs		Every 5-7 years	
iPad 9	Downstairs		Every 5-7 years	
iPad 10	Downstairs		Every 5-7 years	No # on case
Kindles (4)	Downstairs	2021	Evaluate in 2026 Every 5-7 years	
Staff Computer 4	Downstairs		Every 5-7 years	
Staff Monitor Station 5	Downstairs		Every 5-7 years	
X-Box	Downstairs		Every 5-10 years	

X-Box 1	Downstairs		Every 5-10 years	
Laptop 1	Upstairs Patron Checkout		Every 5-7 years	
Laptop 2	Upstairs Patron Checkout		Every 5-7 years	
Kid Computer 1	Upstairs		ASAP Every 5-7 years	Semi-Functional
Kid Computer 2	Downstairs		Every 5-7 years	