



TECHNOLOGY PLAN

Divide County Public Library

2023—2027

Technology Plan

The objective of this plan is intended to guide technology growth and development in the Library over the next five years. It will support the minimal needs and wants of the library staff, patrons, and all other community needs. It will also be a tool to provide structure for planning and budgeting over the next five years.

Technology Statement

The Divide County Library will be an information access point for the community, utilizing current and future technologies. The Library will be both a physical place, as well as, an information portal allowing residents, patrons, and those all over to access the library 24 hours a day 7 days a week, through its website and electronic resources.

“...technology alone is not enough—it’s technology married with liberal arts, married with the humanities, that yields us the result that makes our heart sing.”

- Steve Jobs

Current Technology Environment

The Divide County Library has a total of 9 devices and 1 photocopier machine. These devices consist of 4 desktop computers for patron use, 3 tablets for in-house use, 1 laptop for staff use, and 1 desktop for staff use.

Staff computers are used for public service functions, such as checking out materials and other related functions with our online cataloging system, answering reference questions, emails, database searching, and other community queries.

Public access computers are used for but not limited to: internet searches, word processing, excel, databases, ABC Mouse, Job Service, and printing needs.

Telecommunications are provided by NCC Ray in conjunction with Connecting point. NCC is also our library’s email server host.

The Library maintains a static website that is funded and supported by the North Dakota State Library. The Library also has social media presence with an active Facebook page.

Funding

Funding for the replacement and addition of new technologies will be budgeted into the Library’s yearly budget. Grants and other avenues of payment will be explored at all times to try to reduce costs as much as possible.

Replacement

Computers and other technologies will be put on a 5-year replacement cycle. At the time of replacement, an evaluation will be made as to if the purchase is necessary, warranted and useful to our patrons and staff, and if funding is available.

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Replacement Plan by Years

2023

Staff #1

Patron #2

Patron #4

2024

Patron #3

2025

Patron #1

Copier

2026

Staff #2

3 Tablets

2027

Future Technology Goals

- Ensure community needs are met to the best of our financial ability with up dated technology.
- Purchase a new copier in 2025
- Provide Classes to teach staff and public how to use social media outlets, basic computer skills and other computer needs.
- Purchase a new projector and screen for patron check out

2023 Board Members

President
Nate Nelson

Vice President
Rita Stewart

Secretary
Carol Williams

Member at Large
Marissa Ratcliffe

County Commissioner
Issac Jacobs

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Patron Computer #1

Patron computer #1 is a patron desktop computer. The current state of computer is up to date and operational

Specifics

Complete replacement in 2017 from Edge Technology.

- Dell Optiplex 3040's SFF
- Dell P2214H Monitors
- Sound bar.
- Software included: Chrome, Edge, Skype, 7-zip, Java, Adobe Reader, Foxit Reader, K-LiteCodecs, Google Earth, TeamViewer12, CutePDF, Paint.net, FastStone Image Viewer, Picasa 3, Ad Block Plus

Funding and Replacement

Replacement Recommendation: 2025

Upgraded: 2021

Funding: Budgeted in from equipment line item.

Patron Computer #2

Patron computer #2 is a patron desktop computer. The current state of computer is in need of replacement as it is running slow and the operating system is going out of date. All updates are unsuccessful.

Specifics

Complete replacement in 2017 from Edge Technology.

- Dell Optiplex 3040's SFF
- Dell P2214H Monitors
- Sound bar.
- Software included: Chrome, Edge, Skype, 7-zip, Java, Adobe Reader, Foxit Reader, K-LiteCodecs, Google Earth, TeamViewer12, CutePDF, Paint.net, FastStone Image Viewer, Picasa 3, Ad Block Plus

Funding and Replacement

Replacement Recommendation: 2023

Updated: 2022– unsuccessful

Funding: Budgeted in from equipment line item.

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Patron Computer #3

Patron computer #3 is a patron desktop computer. Edge Technology upgraded the CPU in 2021.

Specifics

- Windows 7 Home Premier
- Dell 1907 FPV Monitor
- 4 GB Memory
- AMD E-300 APU w/ Radeon HD Graphics

Dell Funding and Replacement

Replacement Recommendation: 2024

Updated: 2021

Funding: Budgeted in from equipment line item.

Patron Computer #4

Patron computer #4 is a patron desktop computer. Edge Technology upgraded the CPU in 2020

Specifics

- Optiplex 390
- 64-bit operating system
- Intel Core i3-5450 CPU @ 3.30GHz

Funding and Replacement

Replacement: Upgrade 2023

Funding: Budget in from equipment line item.

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Staff Computer #1

Staff computer #1 Directors laptop. Purchased 9/2015 from Best Buy. This computer is mainly used by the director for ease of use and mobility.

Specifics

- Hp Envy 17334
- 18in Touchscreen
- Intel Core i7 16GB Memory 1TB Hard Drive Linear
- Model #m7-n101dx Sku #4221700
- TrendMico Security
- Office Professional 2013

Funding and Replacement

Replacement Recommendation: 2022

Updated: No extra updates have been performed outside of the normal Microsoft updates

Funding: Currently a grant is being sought to cover replacement costs. Any additional cost after the grant will be funded by the equipment line item.

Staff Computer #2

Staff computer #2 is the main staff computer. Purchased from Edge Technology in 2020

Specifics

- OptiPlex 3060
- Intel Core i5-8500 CPU @ 3.00GHz
- 64 bit operating system
- 21in Dell monitor

Funding and Replacement

Replacement: 2026

Updated: No extra updates have been performed outside of the normal Microsoft updates

Funding: Budgeted in from equipment line item.

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Tablet #1

Tablet #1: Samsung Galaxy Tablet

Primary purpose for this tablet is for an adult look up station. This tablet is mounted in our adult reading section for access to Divide County Library's Online Catalog, Library2Go, Online Resources, and other internet needs. This tablet was able to be purchased through a Technology Grant from the State Library in 2016.

Specifics

- Android 5.0 Lollipop, 9.7 in Display
- Samsung Quad Core Processor, 1.2 GHz
- 16GB Flash Memory, 1.5 GB RAM Memory
- microSD Card Slot (Up to 128GB)
- Display Resolution: 1024x768 XGA

Funding and Replacement

Replacement: 2026

Funding: Budgeted in from equipment line item.

Tablet #2

Tablet #2 Samsung Galaxy Tablet

Primary purpose for this tablet is for our youth look up station. This tablet is mounted in our youth reading section for access to Divide County Library's Online Catalog, Library2Go, Online Resources, and other internet needs. This tablet was able to be purchased through a Technology Grant from the State Library in 2016.

Specifics

- Android 5.0 Lollipop, 9.7 in Display
- Samsung Quad Core Processor, 1.2 GHz
- 16GB Flash Memory, 1.5 GB RAM Memory
- microSD Card Slot (Up to 128GB)
- Display Resolution: 1024x768 XGA

Funding and Replacement

Replacement: 2026

Funding: Budgeted in from equipment line item.

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Tablet #3

Tablet #3: Samsung Galaxy Tablet

This tablet is considered a “floater” tablet and is able to be used by staff as well as public if an extra look up station or addition access to the internet is needed.

Specifics

- Android 5.0 Lollipop, 9.7 in Display
- Samsung Quad Core Processor, 1.2 GHz
- 16GB Flash Memory, 1.5 GB RAM Memory
- microSD Card Slot (Up to 128GB)
- Display Resolution: 1024x768 XGA

Funding and Replacement

Replacement: 2026

Funding: Budgeted in from equipment line item.

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Printer/Copier

Savin C9020

Printer was purchased on 3/2011. Printer is hooked up to all computers being the only printer/copier in the library. Yearly maintenance agreement is purchased to help any repairs and also provides free toner as needed.

Specifics

- Color and Black and White printing and coping capabilities
- Scanning: Scan to file and scan to email
- 2 paper trays

Funding and Replacement

Replacement: 2025

Funding: All copier funding comes from a separate library budget. Funds to replace copier will come out of the Copier Fund.