

SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS

eiNetwork Technology Group Meeting January 16, 2009

Members present: Mike Nangia, Melanie Myers, Samuel Taylor, Jeremy White, Ernie Williams, Dan Waksman and Rebecca Serey

Member Absent: Joseph Marrone

Visitors: Mary Coyle

Review discussion of Communication with Libraries

Both members (ACLA and CLP) agreed to change the Technology Council name to Technology Group. The Technology Group will meet with the Steering Committee twice a year and these meetings will be Technology Council Meetings. The agreement between Allegheny County Regional Asset District (RAD) and CLP, as fiscal host for the 2009 eiNetwork funding, requires the Technology Council to have representation from libraries of varying size. The first meeting will mostly likely be in April or May to discuss the information received from the Technology plans. The second meeting will be in September to discuss possible initiatives for budgeting purposes for the following year. This process will continue to evolve and change. This change may require a change in the Steering Committee By-laws.

Discussion of Process for Input

Mr. Nangia presented a ***Draft Library Technology Input Process Flowchart*** for discussion. Mr. Nangia and Dr. Marrone worked on the flow chart. Mr. Nangia, Dr. Marrone, Mr. White and Ms. Serey will meet to develop the process and the form in one month.

The Technology Group believes that both libraries and the eiNetwork Board should have visibility of what it costs for staff time to work on technology requested projects. This does not necessarily mean that libraries would be charged, just a way to communicate the true financial costs to libraries.

The Technology Group agreed that the forms should be available on-line for libraries to submit their requests and track request status.

Discussion of Plan for Library Technology Plan in Q1 2009

Ms. Serey provided a copy of the Technology Plan form that was developed by Ms. Serey, Ms. McIntyre, Ms. Dunn and Mr. White. Forums about the Technology Plan will be provided in February. The forums will be split up into small groups of eight to ten. The forums will provide an opportunity for understanding core services and to discuss best practices.

Outsource Progress to Date

Ms. Serey reported that she, Dr. Marrone, and Mr. Nangia meet with three outsourcing vendors. The scope of work includes outsourcing Help Desk, PC Security, and Network Administration. The Network Administration is narrowly defined. Most likely one vendor will be recommended for all areas and a recommendation will be made to the eiNetwork Board of Directors.

Next Meeting – January 30, 2009

Submitted by

Mary Coyle, eiNetwork

January 16, 2009