

SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS

eiNetwork Technology Group Meeting March 6, 2009

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

Member Absent: Jeremy White

Visitors: Mary Coyle

Update of Plan for Library Technology Plan in Q1 2009

Ms. Serey reported that the Technology Plans are due at the close of business today. Only four libraries (Braddock, CLP, Laurie Ann West and Scott) have not submitted completed Technology Plans as of this morning. Mr. Nangia believes that a pattern will come out of the Technology Plans and will provide areas of discussion for the Technology Group. Mr. Nangia would like members to bring new technologies to the table to discuss as a group. Two people can bring items and to discuss at the next meeting as not much will be on the Technology Group agenda. Mr. Nangia reported that CLP will submit their Technology Plan by Wednesday of next week.

Outsource Progress to Date

Mr. Nangia reported that the eiNetwork Board reviewed a recommendation regarding outsourcing for the help desk, basic PC security and basic network administration. The eiNetwork Board approved the recommendation to move forward with Questeq.

Ms. Serey explained that eiNetwork staff is currently meeting with the vendor to work on the transition plan for these areas. The first hour of the next Steering Committee Meeting will be the first full meeting of the "Technology Council" which is the combination of the Technology Group and the eiNetwork Steering Committee. The Technology Council will discuss the process utilized to determine the outsourcing vendor; scope of work and transition planning. A representative from Questeq will be present.

Mr. Nangia requested if available a preliminary analysis of the Technology Plans and trends to be provided at the Technology Council Meeting.

Discussion of Process for Input

The Technology group agreed that the [Updated Draft Library Technology Input Process Flowchart](#) should be updated to reflect the following:

- Technology Group Reviews all requests **and provides advisory input**
- Modify Technology Group Makes Recommendations to include to **Technology Council**
- **Technology Council** makes recommendations to the eiNetwork Board

Dr. Marrone explained that he understands the Technology Group to be an advisory committee and to make recommendations to the Technology Council. The Technology Council would send issues to the eiNetwork Board that have financial implications to the eiNetwork. Members on the Technology Group should abstain from voting on their project requests to ensure that Technology Group members do not receive preferential treatment for their projects.

Mr. Nangia provided a draft [Technology Evaluation Form](#). The Technology Group agreed that the form should be done in steps and libraries should be able to choose the tools they are comfortable with to provide the requested information. Ms. Serey will develop a one page list of information that is considered necessary to submit a technology request. Ms. Serey will send the draft requirements to the Technology Group for review. Mr. Nangia

and Mr. Taylor will utilize these draft requirements to submit technology requests to the Technology Group for discussion at the next meeting.

Ms. Serey explained that eiNetwork staff has a role in the preliminary discussion phase with libraries; however libraries should be accountable to complete the requested information. This will assist libraries with understanding what is necessary to implement the requested technology.

Agenda for Technology Council

- Questeq

Next Meeting – April 3, 2009

Submitted by

Mary Coyle, eiNetwork

March 6, 2009