



HRLC Technology Committee Meeting Minutes  
November 9, 2005

Attending: Jeanette Cohn, Ilene Lefkowitz, Nancy Madacsi, Mary Martin (recording), Suzanne Metz, Ellen Osborne, Joanne Roukens, Kurt Wagner

Review of technology training needs.

Joanne asked for feedback from the committee about alternate types of technology training that HRLC could offer – training above and beyond the basic “Microsoft Office” training. A few suggestions included:

- a. Dreamweaver
- b. Fundamentals of technology training: how to set up technology training programs (either in a group setting or one on one), how to break down technology into steps that people can understand, how to teach a technology even if you don't feel like an expert in it
- c. Programs designed for support staff. One suggestion was to provide a class on QuickBooks for NonProfits. Someone suggested perhaps we should offer a series of classes on financial management for libraries, and the QuickBooks class could be the second or third in the series (the first class could be basic principles of accounting for nonprofits, e.g. – and maybe another class could include info about managing technology expenses)
- d. Digitizing collections
- e. E-portfolios as an assessment tool. This would resonate especially with school & academic librarians. E-portfolios are a way to digitally store materials from a student's academic career, in an organized way. They are used to assess the children's learning, and can also be used to assess the effectiveness of the entire institution at teaching the students what they need to know. (For an overview of e-portfolios, see this Educause paper: <http://www.educause.edu/ir/library/pdf/ELI3001.pdf>)
- f. Demystifying technology – sort of a “hands-on” gadget fair where people could try out things like flash card readers (for digital cameras), thumb drives, laptops, PDAs, etc. This could perhaps be run as a panel, and we could ask for volunteers who are already using these technologies to demonstrate.
- g. Free or inexpensive tech tools for your library. This could be another panel, with volunteers researching & talking about things like StarOffice (an open source Office application), PDF creators, screen capture software, etc. (Kurt mentioned SnagIt and MacroExpress as two inexpensive pieces of shareware used extensively at his library.)
- h. Computer games and learning – there's an article in the Nov 2005 issue of School Library Journal about this, see <http://www.schoollibraryjournal.com/article/CA6277808.html>
- i. Tools for creating an online tutorial (could we ask Arlene @ BCCLS to put something together on this?)
- j. Wikis – what the heck are they and how can your library use them (for staff purposes or for patrons). The Nov 2005 issue of School Library Journal has an article on Wikis: <http://www.schoollibraryjournal.com/article/CA6277799.html> and also some links to wikis online: <http://www.schoollibraryjournal.com/article/CA6277812.html>



### Getting the word out about Tech Committee offerings

Joanne mentioned that we need to make sure HRLC members are aware of the offerings from the Tech Committee. Ilene L. volunteered to put together a flyer about the Tech Committee to go out with the December mailing. She will get the flyer to Joanne by November 28<sup>th</sup> so it can make it into the mailing.

### Instant Messaging for Reference

A "straw poll" of the committee members present indicated that no one is currently using commercial IM products for reference, though Kurt said he is definitely interested. (Commercial IM is different from Q&A NJ and from electronic reference.) Joanne suggested that possibly we could locate a library who is willing to set up a pilot program to get this going, then do a presentation to HRLC. Kurt says Jim Robertson from NJIT did a program on this at an Endeavor conference they were at together. Maybe Jim could serve as a resource.

### Downloadable audio

Overdrive gave us a great offer. There is no perfect product, but Overdrive was the first in offering consortia-based pricing. HRLC isn't able to fund the project, but they are willing to act as the administrator and start the test project. BCCLS and PALS Plus have agreed to join the test project. Individual libraries may join as well, but their ILS must have a SIP2 license in order to work with Overdrive. More information will be forthcoming – watch the HRLC listserv. Joanne hopes to get this project up and running by March.

It was suggested that HRLC can offer classes on Overdrive and how to use it:

- ◆ how to install the console
- ◆ how to download audio books to the computer, to MP3, and how to burn to CD
- ◆ Perhaps HRLC can provide publicity material to member libraries, advertising the new service and providing basic documentation on how to do the technology-based things (for patrons). Tech Committee might be able to work with the Marketing/PR task force on this.

### State Wireless project

The State Library has issued an RFP to INFOLINK, CJRLC and HRLC for providing wireless hotspots in public libraries. Each region is eligible to receive up to \$15,000 in matching funds. HRLC is now writing its proposal and believes we can help approximately 20 of our neediest libraries become hotspots. The timeline for the project is to have the hotspots up and running by June 2006. Joanne will keep us posted on the project and hopes committee members will act as a resource for her and for the libraries that are implementing wireless.

### Resource Sharing

Kurt shared a report from the LITA conference, which he attended last month. Suzanne M reported on the AASL conference.

### Next meeting

**The next meeting was scheduled for Monday, January 9 from 2:30 to 4 at the HRLC offices in Denville.**