

LAKE BLUFF PUBLIC LIBRARY

Technology Committee

Tuesday, August 24th, 2021

- 1) **Call to Order; Roll Call:** The meeting was called to order at 7 pm by Director Eric Bailey.

Present: William Hayes and Matthew Zaute

Absent: Bonnie Shaul

Library Staff Present: Eric Bailey

Members of the Public: None

- 2) **Approval of Minutes of June 7th, 2021, Meeting**

a) Zaute motioned and Hayes seconded. AYES: ALL

- 3) **Discussion of libraries to target visits**

i) **Cook Memorial- Lake Forest** – Matt volunteered to visit. Eric identified David Archer as the primary contact to set up visit

ii) **Indian Trails Library District** – Eric volunteered to visit. Eric identified Brian Shephard as the primary contact to set up visit

iii) **Prospect Heights Public Library** – Bill volunteered to visit. Eric identified Alex Todd as the primary contact to set up visit

iv) **Wauconda Area Public Library** – Matt volunteered to visit. Eric identified that the library has some unique use of technology in youth services

v) **Winnetka - Northfield** – Eric volunteered to visit.

- 4) Eric will discuss with staff as to who might want to join in on these trips to learn how each library deals with Tech, youth services and adult services. Discussed keeping the group small two maybe three people per visit. The next two possibilities for a visit would be Deerfield and/or Northbrook (Bonnie may take one of these libraries)

- 5) **Survey**

a) Matt developed an outline to use for the visits as a guide as opposed to a questionnaire. Topics such as how they handle newsletters, fundraising, most proud of, issues that have caused concerns in the past year.

- 6) **Website Update – Next Steps**

a) Transition to CMS to allow better tracking, currently you will be redirected to different site (iii.com)

b) Adding tutorials to website

- 7) **Adjournment:** Hayes moved and Zaute seconded that the meeting be adjourned at 8 pm

AYES: Hayes, Zaute

NAYES: None

ABSENT: None

Respectfully submitted,

Bill Hayes