

Humboldt County Library System Technology Plan 2020-2025

Mission Statement:

The mission of the Humboldt County Library is to serve all citizens of the county with excellence through the provision of materials for education, recreation and information as well as special community activities that promote the use of the library as a community and information hub.

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Technology Vision Statement:

Public access to technology for educational, informational and cultural needs is an integral service of Humboldt County Library that contributes to the empowerment of the individual and the community as a whole. The Library will be both a physical place as well as an information portal, where residents will be able to access the library 24 hours a day, 7 days a week, through its website and electronic resources. Library staff will be provided with continuous training and development opportunities so they may better serve the public. This technology plan details the Library's current technological provisions and outlines the improvements and innovations to come.

Current Technology Environment:

- Humboldt County Library is comprised of four outlets which provide information and educational services throughout Humboldt County.
- Yearly evaluations of the library system’s technology infrastructure through the Edge Assessment is done to help guide improvements to the technology provision.
- Humboldt County Library is a member of Nevada Library Cooperative (CoOp), participating in collaborative technology projects and utilizing shared resources.
- The Library maintains its own Webpage on the Humboldt County’s Website.

Location	Service Area	Population	Library Cards	Internet Speed	Community Technology
Humboldt County Library	Winnemucca, NV	7,786	6,044	500/500	Computers, Fax Machine, Printers, Scanner, 3D Printer, VR Headsets, Cricut, Tablets, eReaders, Chromebooks, Nintendo Switch, DVD/BluRay
McDermitt Branch	McDermitt, NV & Fort McDermitt Paiute & Shoshone Tribe Reservation	McD 126 Fort 344 Total 470	362	100/100	Computers, Fax Machine, Printers, VR Headsets, Go Pro Cameras

Denio Branch	Denio, NV & Fields, OR	Denio 15 Fields 120 Total 135	147	75/75	Computers, Printers, Fax Machine
Bookmobile	Grass Valley, Sand Pass, Orovada, Kings River, Paradise Valley, Imlay & Unionville	Imlay – 218 Paradise – 51 Unionville – 13 Total ~1,500	572	100/100	Tablets, Go Pro Cameras
Total service area	Humboldt County, Fort, Fields, & Imlay	16,937+ 344+120+218 17,619	7,125	Max 500/500 shared between HCL, McD & Denio	

Update Schedule:

Computers should be replaced around the 5-year mark

Staff Computers – Installed 11/2019 (2020 FY)

Front Desk Computers – Installed ~2015

Public Computers – Installed ~2015

Program Laptops – Installed ~2015

Chromebooks – Installed 2021 (2021 FY)

Teen Computers – Installed 2021 (2021 FY)

Bookmobile Tablets – Kindle Fire, purchased 2019 FY

E-Readers – KobaLibra H20, purchased 2021 FY

Software and Licensing:

Public

- Microsoft Office 2019
- Envisionware Deepfreeze

Staff

- Microsoft Office 2019, switch to Microsoft Office 360 in 2022 FY
- Adobe Premier Elements (2 licenses HCL, 1 McD)
- Canva Pro
- Cricut Design Access – available for public by request

Goals & Objectives:

- Improve Professional Development in Technology-Based skills
 - Monthly Webinars and discussions of learning, rotate technology-based classes amongst staff
 - Microsoft Office Skills ([Free Office 2016 Tutorials at GCFGlobal](#)) ([Microsoft 365 Training](#))
 - Library Database Analysis, create familiarity with all resources
 - Cross training on Library Tech (3D Printer, VR, Microfiche, ect.)
 - Pursue and utilize CoOp, NSLA, NLA, ARSL and Edge training opportunities
- Improve Communications and Technology Infrastructure
 - Ensure public computer filtering on all new devices in accordance with CIPA requirements
 - Implement Envisionware public computer time and print management

- Install security camera system
- Improve internet speeds and costs through E-Rate at all locations
- New Phone System at Branch Locations
- County-wide printer audit, update and consolidate printing at each library location
- Improve Technology-Related Services
 - Make available to customers debit and credit card transactions
 - Implement RFID and self-check-out system
 - Create a technology-focused Maker Space for teens
 - Maintain Library's County website
 - Implement schedule of technology-specific programming based on Edge Assessment
 - Create and make available digital tutorials and training curricula on a wide variety of technology and digital service topics
 - Improve use of social media for customer engagement and program publicity
 - Increase collection of children's literacy & educational launchpads
 - Make WIFI Hotspots available for check-out
 - Curate Digital Resources (eBooks, Databases, Software)

**The Director, staff and the Humboldt County Library Board of Trustees
will review the Technology Plan annually.**