

EASTERN SHORE REGIONAL LIBRARY FY2007 ANNUAL PLAN - DRAFT

ADMINISTRATOR & ADMINISTRATIVE SERVICES

- Upgrade ESRL Delivery so that all public libraries and branches receive service
- Hire part-time delivery driver (as needed) to accommodate new stops
- Initiate & Implement the Strategic Planning Process (hire consultants, orient consultants, etc.)
- Hire consultant to begin process of disaster planning (**Information Services & Systems**)
- Continue to coordinate and assist with legislative activities and efforts
- Study alternative incentive rewards for staff (non monetary)
- Hire market consultant or “**measurement**” consultant to address county library and ESRL marketing/survey/analysis needs. Examples:
 - Regionwide publicity efforts
 - Marketing Plans and assessments
 - Analyze market
- Increase grants to public libraries
- Implement phase one of document imaging project for disaster recovery, report to county libraries (**Administrative Services, Information Services, Systems**)
- Continue review and revision of the ESRL Policy Manual
- Research shorewide demographics (**Information Services**)
- Research and update Board on capital funding process for Regional Libraries
- Maintain dialog with Wicomico Public Library regarding possible renovation/re-location
- Support funding for educational pursuits for ESRL staff (**Information Services & Administrator**)
- Monitor & Evaluate Desktop Services to counties
- Represent ESRL at relevant meetings, conferences, etc.

INFORMATION SERVICES

- Support funding for educational pursuits for ESRL staff (**Information Services & Administrator**)
- Research feasibility of Aquabrowser (**Systems & Information Services**)
- Purchase federated search engine to improve patron satisfaction with databases, monitor & evaluate
- Hire Library Associate, II/Training Coordinator. Examples of projects: (**Administrator**)
 - Needs Assessments for training issues
 - Address competencies
 - Customer service
- Continue to coordinate training and educational opportunities for the region. Examples:
 - Web aesthetics
 - Canned/packaged presentations
 - Continue bus trips
 - Database Training
 - Public speaking
- Explore creation of Intranets & Extranets for counties (**Systems & Information Services**)
- Implement phase one of document imaging project for disaster recovery, report to county libraries (**Administrative Services, Information Services, Systems**)
- Study Shore participation in World Cat
- Represent ESRL at relevant meetings, conferences, etc.

SYSTEMS

- Implement Systems projects: Servers & cabinets; NetApp (storage server/service); HP overview with Altiris(remote management); Email suite with PIM; scheduling, enterprise version; SAM annual maintenance; tools; office applications; ESRL computer replacement
Fairly long range – Duplication data center
Consultant- Disaster Recovery Plan
- Hire Systems Technician to be detailed to the Upper Shore. Monitor & evaluate.
- Review/study/research and survey counties regarding HelpDesk issues, make recommendation
- Study feasibility of regularly scheduled library visits for Tech staff
- Explore creation of Intranets & Extranets for counties (**Systems & Information Services**)
- Research feasibility of Aquabrowser (**Systems & Information Services**)
- Implement phase one of document imaging project for disaster recovery, report to county libraries (**Administrative Services, Information Services, Systems**)
- Represent ESRL at relevant meetings, conferences, etc.
- Monitor and evaluate use of the ESRL Technology Training Center