

**Lincoln Trail Libraries System  
Technology Committee**

Date: December 4, 2008  
 Time: 6:00 – 8:00 pm  
 Location: Lincoln Trail Libraries System

**Meeting Purpose**

The purpose of this meeting is to continue discussion of a Strategic Technology Plan for consideration by the LTLS Board

**Desired Outcomes**

By the end of this meeting we will have :

- Reviewed results of a Network Assessment survey
- Discussed a draft End-user Survey
- Reviewed a draft beginning Technology Plan document

<b>Agenda</b>			
<b>Topic</b>	<b>Process</b>	<b>Who</b>	<b>Time</b>
<b>Start Up:</b> <ul style="list-style-type: none"> <li>• Ground Rules</li> <li>• Agenda</li> <li>• Roles</li> <li>• Minutes</li> </ul>	Describe Revise Agree	James All	5 min
Review results of Network Assessment Survey	Review Q&A	All	30 minutes
Discuss draft end-user survey and deployment of survey	Brainstorm/Discuss Agree	All	30 minutes
Review draft Technology Plan document	Review Q&A	All	45 minutes
<b>Close Meeting:</b> <ul style="list-style-type: none"> <li>• Next Steps</li> <li>• Bin Planning</li> <li>• Acknowledgments</li> <li>• Meeting Review</li> </ul>	Brainstorm Brainstorm Plus/Delta (+/Δ)		5 minutes