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M E M O

Date: December 5, 2011

To: Chair J.J. McCament and Members of the Board

From: Michele Leininger, Information Experience Director

Subject: Staff Web Redesign Project

This summer, the Library's management team approved the Staff Web Redesign project and tasked the project team with developing a new intranet for the Library. At the first meeting, the team looked at the current staff web and talked about what was working and where there were opportunities to improve it. After conducting a staff-wide survey and gathering more informal comments, the team began to develop the new concept.

Primarily, the team recognized that the intranet needs to continue to be the place that staff can find definitive information regarding day-to-day work, employee information and system-level information. Yet, the intranet also has to be able to provide a way for staff to communicate better, learn from each other and share information more readily. Armed with these two requirements, the team looked at a number of products and recommended Site Crafting's platform, GearBox content management system as the place to build the new site.

For the past month, the team and Site Crafting have been working on creating this new space. While the static information is easily moved and recreated on the new platform, the collaborative piece has been the primary focus. Ultimately, the team is aiming to create a space where different teams, groups and communities of practice can come together to share ideas, ask questions, create new service components and evaluate current service guidelines and rules.

Site Crafting will begin building the components over the next six to eight weeks and the team plans to launch the new Staff Web in April 2012.