



STATE LIBRARY RESOURCE CENTER  
OVERSIGHT COMMISSION  
**September 19, 2017**  
**EPFL Orleans Street Branch**  
**10:15 a.m.**  
**Minutes**

**Attendees:**

Sharan Marshall, SLRC Commission Chair; Michael Gannon, SAC Chair; Miryam Chumpitaz-Karlowitz; Mary Hastler; Paula Miller; Chuck Thomas; Gordon Krabbe; Ryan O'Grady; Michael Walsh; Wesley Wilson and Deborah Bennett (via Google Hangouts.)

**Call to Order:**

The meeting was called to order at 10:19 a.m.

**Welcome and Introductions:**

Ms. Marshall called the meeting to order and welcomed all the members. Mr. Gannon was presented as the new Chair in the Sailor Advisory Committee (SAC) and Ms. Chumpitaz-Karlowitz as the new SLRC Secretary. Mr. Wilson informed that Wendy Allen is retiring in October and that she was unable to attend her last SLRC Commission meeting due to her father being in the hospital.

**Approval of Minutes:**

Upon motion (Ms. Hastler), and second (Ms. Miller) the minutes from the May 16, 2017 meeting were approved.

**SAC Report:**

Mr. Gannon informed that, after changes and new appointments, SAC is fully staffed. Mr. Gannon in place of Ms. Allen talked about the Relais issues that were reported by Marina libraries. As of September 18, Relais was working properly. Ms. Marshall asked if there were plans to explore the marketplace for alternatives to Relais and Mr. Gannon said that he was going to add this question as an agenda item for the next SAC meeting.

**Financial Report:**

*(For the full report, please refer to the **SLRC FY17-4Q Expenditure Report**)*

Mr. Krabbe reported that the Pratt Library spent \$10.1 million last year in support of SLRC. He also advised that permission was requested and granted by Ms. Padilla to reallocate savings from vacancies in Executive Direction and the Regional Information Center to other areas. Other details from the report include that 60% of the costs accounted for personnel and benefits; and much of the activity in the budget was in support of both the strategic plan and the renovation. Mr. Krabbe said that we are still operating under the same Sailor database contract and that usage has been very good, particularly with Rosetta Stone. The FY18 budget provides an increase in funding which will be timely due to the additional costs associated with the renovation and particularly with the development of the new teen wing.

Mr. Krabbe mentioned that the Pratt Central Library/SLRC started to remain open on Sundays in FY17, and for FY18 this service is continuing thanks to the Expansion Hours Funding that started on 7/1/2017. Mr. Gannon asked if money was received to open extra hours the Pratt branches as well. Mr. Krabbe confirmed this information and explained that it is a different fund, unrelated to the SLRC



grant. A number of positions have been created to increase the opening hours. Another question was related to being in the second year of contract with Sailor and its renewal. Ms. Marshall said that this is a 3-year contract and that the review/renegotiation will start next fiscal year.

**FY2017 Annual Report:**

*(For the full report, please refer to the **FY2017 SLRC Annual Report Approved by the commission September 19, 2017**)*

Mr. Wilson reported that brochures were expanded to include a lot of the Collection Desk and Services Division which includes OCLC research databases, Sailor databases and any brochure revised by SLRC. They generated more visibility and calls/emails for additional services and enhanced the amount of material that is accessible to customers around the state. Exhibits, web guides, programing and training have increased significantly. The exhibits doubled this year, primarily to public schools but also to some of the libraries in the counties.

Regarding Maryland Ask-Us-Now (AUN), Mr. Wilson informed that 25% of the requests during the fourth quarter of FY17 came through its publicly accessible website. AUN coordinator Paul Chasen did extensive outreach to schools. The public schools were finding that some of the parochials are using AUN very heavily during the course of the school year. Mr. Wilson directed the members to the AUN dashboard in their packets: There was a 20% decline in questions but also the Allegany, Baltimore and Frederick County Public Libraries reduced hours in terms of participation due to staffing shortages. Anne Arundel Public Library and the Maryland State Law Library ended their partnerships, while Howard County did the same the previous fiscal year. All the hours that were compromised were picked up by the other liaison libraries and by the SLRC team. Mr. Wilson hopes that this work will be reflected in an increase of requests for the coming year.

The [slrc.info](http://slrc.info) website was totally revised. Mr. Wilson said that the revision not only allowed to create a more robust presence for the LATI program but also to update a lot of the collection description. This allowed SLRC to have more contact with LATI than in previous fiscal years. The Spring SLRC Conference was held on April and the Fall Conference will be on October 25. Mr. Wilson remarked that one of the important things is the addition of a keynote speaker to kick off the conference. The StoryTelling Conference will be an annual event. Digital Maryland also co-chaired the newspaper conference at Goucher which was the release of the new Maryland digital newspaper site. State Publications has continued its business, there are 15,376 searchable documents available and the annual meeting represented seven of the depository libraries.

In place of Ms. Allen, Mr. Wilson informed that 12 new digital collections were launched during the last fiscal year. The DPLA Harvesting was successful; we are now a full-blown Maryland service hub for DPLA.

Mr. Wilson said that the county library school partnership is incredibly robust. From mid-July to August, 18 schools contacted SLRC with requests for programs and training. There will be a 3-day session in Western Maryland for all their elementary and middle schools. National History Day has been a wonderful opportunity for schools, public libraries and for SLRC to collaborate together in support of the program that requires students to use primary resources. SLRC staff has come into the judging of competitions and after this year became involved in the highest tier. The Fake News presentation continues to grow in terms of that information literacy piece. Mr. O'Grady has been in every region in Maryland and also DC, in both academic and public libraries to do this presentation.



**FY2018 Annual Plan Update:**

*(For the full report, please refer to the **FY2018 SLRC Annual Plan, September Update approved by the commission September 19, 2017**)*

Mr. Wilson explained that in terms of awareness for SLRC resources, we've got the same push this year for AUN. A public programming catalogue was released and posted in [slrc.info](http://slrc.info) and it has driven a great number of requests for public programs in the county library arena, and it has also raised interest from a lot of people outside the Baltimore area, like private groups and retirement communities. The outreach to public schools has continued and this year he has been working to get SLRC in the school media library specialist agenda. Many other SLRC managers who have been working with the school systems have already made their own direct outreach for this coming fiscal year.

Regarding Digital Inclusion, new collections were published in Digital Maryland. The DPLA is offering a membership to all service and content hubs, but it comes at a cost of \$10,000 and most of the service and content hubs have chosen not to be a part of it. It has been decided by Digital Maryland not to join because of the membership offering right now. Digital Maryland will still harvest collections but won't have the priority it once had.

Mr. Wilson remarked that training continues to play a big role in SLRC. The activities done to support LATI are also available for others around the state. Mr. Wilson said it was decided this year to create Learning Tracks. Creating training tracks allows people to move courses together under a particular area. Anyone interested in training can identify an area where they want to pull a course together and SLRC can schedule it in a way that is more efficient. Previous SLRC training survey is going to be revisited this year again to make certain that we are creating the courses that really support the needs around the state. Mr. Wilson also showed the SLRC Strategic Plan brochure. He said it makes the plan easily understandable and it is going to be distributed statewide both to administrators and staff.

**Renovation Project Update:**

Mr. Wilson said that the renovation has outpaced what was anticipated. The team doing the interfiling already completed the work, reaching the deadline much sooner than anticipated. Bibliotheca will join staff in mid-October to begin the completion of the RFID tagging programming process, this will give an opportunity to identify items that need rebinding, refreshing and replacement. The hardest phase will be to move back since we are having both temporary and permanent moves; this is anticipated to be on late October/beginning of November. Restorative work has been spectacular.

**Meeting Dates:**

Ms. Marshall reviewed with the members the proposed meetings dates for FY18 and they were approved. Future dates:

- November 21, 2017, 10:15 am.
- January 16, 2018, 10:15 a.m.
- March 20, 2018, 10:15 a.m.
- May 15, 2018, 10:15 a.m.

Enoch Pratt Free Library, Orleans Street Branch  
1303 Orleans Street  
Baltimore, MD 21231



**Meeting Adjournment:**

The meeting was adjourned at 11:08 a.m. The next meeting is scheduled for Tuesday November 21 at the Enoch Pratt Free Library, Orleans Street branch.

Submitted by  
Miryam Chumpitaz-Karlowitz