



**STATE LIBRARY RESOURCE CENTER**

**OVERSIGHT COMMISSION**

**March 21, 2023, 10:00 A.M.**

**VIRTUAL MEETING**

**Minutes Approved on 05/24/2023**

**CHAIRPERSON:** Michael Gannon was not present, Irene Padilla stood in his place.

**MEMBERS PRESENT:** Tonya Aikens, Michael Brown, David Dahl, Heidi Daniel, Vivian Fisher, Darcell Graham, Megan Heburn, Laura Hicks, Elizabeth Huelett, Michael Johnson, Charles Kaiser, Gordon Krabbe, Dana Newman, John Owen, Irene Padilla, Daria Parry, Genive Purchase, Victoria Raabe, Tamar Sarnoff, Liz Sundermann-Zinger, Kenneth-Wayne Thompson, Shane Williams, Candice Zhu, Kenny Clash

**I. CALL TO ORDER**

Chair Irene Padilla acting in the role of the Chairperson called everyone to order at 10:02 a.m.

**II. WELCOME AND INTRODUCTIONS**

Irene Padilla welcomed everyone, and began new employee introductions.

Jessica Russell was welcomed as the new Administrative Coordinator for the SLRC's office  
Kenny Cash was welcomed as the new Chief Innovation and Technology Officer

Liz Sundermann-Zinger continues with staffing updates:  
The Chief of Neighborhood Library Services position is vacant.

Heidi Daniel chimes in that we can expect titles to change within the Neighborhood Library Services department this year.

**III. APPROVAL OF MINUTES, January 17, 2023 MEETING**

Chair stand-in Irene Padilla approved Daria Perry seconds, all in favor for the approval of the January 17th 2023 Meeting Minutes.

**IV. SLRC DIGITAL PRESENCE UPDATE**

*Liz Sundermann -Zinger gave the report*

- SLRC.info has been streamlined
- We are gathering information from constituents
- We are looking at what is useful on SAILOR - will migrate the information needed to SLRC.info

Candice also mentioned rebranding after the new website is complete.

## **V. MOU UPDATE**

*Irene Padilla led this portion of the powerpoint.*

Irene Padilla suggested scheduling a meeting with a smaller group to further discuss the MOU. Irene Padilla continued, stating that this group should consist of Irene Padilla, Heidi Daniel, Daria Parry, Michael Gannon.

Heidi Daniel asked that Jessica Russell and Troy-Anthony Jenkins work together scheduling this meeting.

Meeting Date and time to be determined.

## **VI. FINANCIAL REPORT**

*Victoria Raabe led this portion of the presentation.*

Victoria Raabe reported

- We are in Q.3
- We are on trend, however staffing has had an impact on numbers

Irene Padilla asked for clarification on staffing impacts

Victoria Raabe clarified “We have vacancies and we actively work on recruiting them. But there are just some challenges in the market, so you’ll see it in certain departments.” “When there’s a vacancy or two for an extended period of time, you see it pretty directly in the financials”

Victoria Raabe also mentioned the extensive recruitment efforts across multiple platforms

Liz Sundermann-Zinger agreed with those efforts

Heidi Daniel agreed with those efforts as well

Heidi Daniel mentioned how adjustments will be made soon as we enter Union participation starting a collective bargaining agreement.

Dana Newman shares that Eastern Shore recruitment has been difficult, and added “We did ask in our budget request for additional money for some of our positions to try to bring them up to a better wage overall”

## **VII. DASHBOARD**

*Liz Sundermann-Zinger led this portion.*

Liz Sundermann-Zinger reported:

- Reference statistics are only able to be gathered quarterly making comparing difficult
- Looking at ways to make data gathering faster, more accurate and streamlined

Liz Sundermann-Zinger added “Currently reference statistics are still being tabulated by hand, and that’s not something we can just make happen, it happens on a schedule for a reason until we’re able to rectify which we are actively working on”

## VIII. FY 2023 ANNUAL PLAN UPDATES

### Organizational Effectiveness

*Liz Sundermann-Zinger led this portion of the presentation in the absence of Paula Mitchell*

#### **Goal 1: SLRC is an adaptive organization that fosters proactive and responsive relationships with the library community.**

##### **Delivery Study**

- Delivery to SMRLA and save WMRL the trip to Frederick there will be an additional cost
- J.Huber believed that SLRC drivers could change to a run including SMRLA without incurring additional costs, this was incorrect
- Regionals, SLRC, MSLA believe that MILO service is vital
- MSLA requests SLRC will cut funding in other areas in order to fund the additional \$30-40K annually to hire a courier
- Irene Padilla noted that MSLA will provide SLRC funding in a similar amount to the additional delivery costs for other projects that are more in alignment with the MSLA/IMLS missions.
- FY24 will continue to use Hub City
- FY25 will put out an RFP

##### **MILO**

- Relais' lead program developer resigned a few months ago and OCLC has been actively recruiting a replacement. As of 3/9 they have hired two new programmers. However, we were informed that any future complex programming and development needs would experience delays, We asked OCLC to provide a formal update regarding this matter.
- On 2/28, the SLRC Operations Manager and MILO Manager met with the Director and Assistant Director of the Maryland State Library for the Blind and Print Disabled to explore options to increase the access to large print fiction resources for LBPD patrons.

##### **AWARENESS**

*Michael Johnson led this portion*

#### **Goal 2: All Maryland library staff are aware of SLRC-Provided services and resources.**

##### **Digital Maryland**

- Total new items YTD: 10,411 (Q2- 3,469)  
New collections include
  - St. Joseph's Academy/Collect Postcard Collections
  - Saunders Kramer Lantern Slide Collection
  - Riviera Beach Library History - AACPL
  - Harry Sythe Cummings - EPFL
- Total website visits YTD: 232,916 (Q2-129,536)

## **Maryland State Publications Depository & Distribution Program (SDDP)**

Annual Meeting was held 12/08/22. Points of discussion include:

- 1,235 State publications copies distributed (Q2 - 552)
- 1,345 Publications harvested electronically (Q2-771)
- 854 Records corrected (metadata/broken links) (Q2-517)

Michael Johnson added “ The first number is really about distribution, so it’s individual copies not individual titles, The publications harvested electronically are our actual titles.” “We are getting a high volume of digital membership” “The last number is just that there are always corrections to broken links.”

## **Trainings and Public Programs**

*This portion was led by Vivian Fisher*

- January 18th - ContentDM (Digital Maryland’s content management system training and site visit with Frederick County Public Library.
- February 1st - “African American Genealogy: An Introduction - Reisterstown Branch BCPL
- February 13th - LGBTQ+History pgm. for AACPL
- February 18th - “Frederick Douglass From Enslaved to Diplomat at BCPL - Essex Branch
- February 23rd - “Intro to Library Work” at ESRL Salisbury
- February 25th - Rare and curious Books from the EPFL Library
- February 27th - “From Jazz to Hip Hop” at AACPS - Odenton Branch
- February 28th - From Jazz to Hip Hop at Glenelg Country School - Howard County
- March 2nd - Presentation on Digital Maryland Resources and Services at the Maryland Independent School Archives Conference at McDonogh School

Vivian Fisher added that there are more programs to be developed as we are all proud to be back in public spaces.

## **TECHNOLOGY**

*Genive Purchase led this portion*

**Goal 3: Our communities are connected and empowered with sustainable, innovative technologies to move libraries forward and achieve digital equity.**

### **Meeting Room Reservations**

- Went Live on March 6th 2023
- <https://www.prattlibrary.org/services/meeting-rooms>
- NLS, Central, Candice have all received training for back end, ensuring accurate Policy.

All in agreeance that the launch has been successful

## **TECHNOLOGY**

*This portion led by Candice Zhu*

**Goal 3: Our communities are connected and empowered with sustainable, innovative technologies to move libraries forward and achieve digital equity.**

## **Updates:**

Finalizing a new Kid's Catalog - estimated launch end of April

System is starting a new Data Collection and Reporting Hub project

- Explore all data points and data sources
- Collect reporting needs and requirements from around the system
- Evaluate various tools and products
- Standardize the data processes and formats
- Provide training for reports writers

Candice Zhu adds that they're looking to streamline the Kid's Catalog, and kick off an internal meeting for Data Collection at the beginning of the process. "We're looking for how we collect data, how we record all the statuses from the different divisions that we have, then how we can actually standardize not just the streamline, but the data collection process. Being able to run reports based upon the story we would like to tell"

## **Training Resources and Services**

*This led by Genive Purchase*

**Goal 4: SLRC Training creates a well-informed library community ready and able to provide relevant and responsive services.**

### **Additional Trainings and Programs:**

- SAILOR E-Resources Symposium - 109 attendees
- LATI: Ethics (Privacy & Copyright)
- LATI: Advances Teen Services (Teen Growth & Development: Customer Service to Teens; Cultural Competency & Responsiveness; Continuous Learning: Advocacy)
- Save a Story! DIY Oral History Interviewing Training
- National History Day
- Attended MICUA meeting with Academic Library directors across the state to discuss SLRC resources

Genive Purchase mentioned LATI has received an increase in participation. Also, how we have been working with Morgan State University letting colleges and universities know exactly what Enoch Pratt Free Library has available and how SLRC can assist.

## **End of Powerpoint**

## **XI. MEMBER UPDATES**

### **Academic Library**

David Dahl reported:

- Most institutions are gearing up for Spring Break
- Association of College and Research Libraries, a division of ALA has their National Conference in person since 2019

## **Regional Libraries**

Irene Padilla reported:

- The issues they're facing are staffing as well as acquiring space for administrative offices

## **Public Libraries**

Dana Newman reported on Talbot County and Flood Watch as well as Eastern Shore Communities.

- Floodwatch Program addressing coastal flood problem in St. Michael's County as well as Eastern Shore Communities
- Utilizing MyCoast App, which tracks coastal storm damage, and storm reports
- Chesapeake Children's Book Festival June 24th, anticipating 25 children's authors and a couple thousand people attending.
- Participated in the Saint Patrick's Day Parade and won the Golf Cart Decorating Contest.

Daria Parry reported on Harford County:

- New County Administrator
- No news on budget

Tamar Sarnoff reported:

- Federal Grant opportunities through the broadband project, information needs to be accurate and up to date to be eligible.
- Emphasized that these grants have a short turnaround time, so to keep that in mind.
- 4 hearings are coming up. (Library Funding Bill in the Senate, The State Library Resource Center Bill Funding in the Senate, Regional Resources Center Governance Requirements, Circulation Records Inspection.
- Upcoming grant cycle will be discussed at the MAPLA meeting
- Received Feedback from the Strategic Plan at the MAPLA Meeting
- Tuition Reimbursement meeting to be reconfigured, however began discussion on recruitment, retention, and promotion

Irene Padilla reported:

- Broadband Committee, and receiving Kenny Clash's assistance on this.
- Creating a long-term Strategic Plan
- Bridging connectivity to eligibility
- Receiving more regional funding for staffing efforts
- Discussed Federal Fiscal Funding for FY23, and State Fiscal Funding for FY24
- We are involved in many renovations

Heidi Daniel reported:

- Discussed SB5, 502 EPFL Bill was combined with 501
- Funding wouldn't go directly to us, but to the State Library Agency, then we would apply for a grant by way of Irene Padilla

Heidi Daniel added "The portion for PR is 10 million per year over 6 years with a 10% match, opposed to 20% match because we often can't get to the 20% piece because there is no capital from the city. We know of approximately 80 million in capital need."

Victoria Raabe wanted to clarify Baltimore's BBMR after noticing formula changes for Kerwin Funding. She noticed a change in the participation and volume of the free and reduced lunches in various counties, and wondered if that changed the distribution in State funding per Capita Wealth.

Irene Padilla clarified that no, the school's free and reduced lunch does not factor into the State funding.

Tonya Aikens of Howard County reported:

- Strategic Plan in process after long delay due to Covid
- Website Redesign and General Plan to launch in April
- Racial Equity work: inequities report having in-person as well as virtual sessions with the report author on the horizon
- Working with the Local Children's Board to use report data for a deeper dive.
- Using data to be actionable utilizing systems instead of people based solutions
- Recently hired their own DEI specialist who will touch base with Lu as well.

## **XII. NEW BUSINESS**

No new business.

## **XIV. ADJOURNMENT**

Tamar Sarnoff motions to adjourn, Dana Newman seconds the motion to adjourn. All in favor of adjourning the meeting.

Respectfully submitted,  
Jessica Russell  
EPFL - SLRC Office