



**STATE LIBRARY RESOURCE CENTER  
OVERSIGHT COMMISSION**

**November 20, 2014**

**Enoch Pratt Free Library  
Board Room**

**10:15 a.m.**

**Minutes**

**Attendees:**

Sharan Marshall; Cathy Ashby; Daria Parry; Jay Bansbach; Richard Werking; Kathleen Teaze; Debby Bennett; Dennis Nangle; Irene Padilla; Carla Hayden; Gordon Krabbe; Michael Walsh; Wendy Allen; Wesley Wilson

**Call to Order:**

10:20 a.m.

**Introductions:**

None

**Approval of Minutes:**

Questions were raised about clarifying some of the wording in the November 20, 2014 Minutes. Richard Werking will send corrections to Wesley Wilson. The commission votes to approve pending these changes.

**SAC Report:**

Michael Walsh will now be attending the Commission meetings to give the Sailor Report and any IT updates.

Daria Parry stated that at the last SAC (Sailor Advisory Committee) there was a discussion about the lending of audiovisual materials through Marina. Wesley Wilson and Wendy Allen noted that SLRC has been lending educational and foreign film audiovisual materials through Marina for years. They noted that with SLRC's move away from charging a rental fee for home entertainment the entire audio visual collection was now available statewide through Marina. Daria Parry noted that there was a recommendation from the Sailor Advisory Committee to delve

more deeply into the issue and bring it to MAPLA. Daria noted that in addition to SLRC some libraries are already lending audiovisual materials. The Carroll County Public Library was one library system mentioned by name.

There was discussion as to whether or not Playaways would these be available through Marina. Playaways are digital all-in-one audiobooks (see playaway.com). Playaways as describe by Daria initially were a bridging step to downloadable digital media.

The lending of audiovisual materials conversation is about what we are lending and why. Audio Visual costs have dramatically decreased; however those materials are still being treated as very expensive items.

The SAC meeting also featured a discussion of Google Hangouts, other platforms like Adobe Connect, and the retirement of point-to-point communication on the Eastern Shore.

Wendy Allen's discussion about Marina/Relais noted that Baltimore County Public Library and the Prince George's County Memorial Library have implemented email delivery of pdf pink slips, which is a replacement of manual printing. This new service is not difficult to set up, Relais helps to set it up.

SAC is investigating the return on investment (ROI) for Sailor databases.

### **Financial Report:**

Gordon Krabbe indicated that as is usually the case for this point in the fiscal year, library expenditures are well below the 25% point due to the timing of expenditures that will occur later in the year. This is the case most notably for Sailor database costs, which will occur in June 2015. Another timing issue relates to the fact that the Baltimore and Montgomery Counties' delivery grant costs will occur sometime in the latter portion of the fiscal year.

There are a significant number of staff vacancies in SLRC, and once those vacancies are filled, salary and fringe benefit costs will increase. As required in the SLRC Memorandum of Understanding (MOU), if a variance of 10% or more in any activity is expected, we will seek permission from DLDS to modify the budget.

### **2015 Annual Plan Update:**

Wendy Allen and Wesley Wilson reviewed the November Update for the Annual Plan.

Richard Werking recommended some rewording of initiative 4.2 of the 2015 Annual Plan, in order to avoid a contradiction between the wording of the Goal/Objective and the wording in the "Action Step" immediately following. The recommendation was to change the initiative to read as follows:

***Partner with Maryland schools to define SLRC's role in the support of education in Maryland*** (SLRC Strategic Plan Goal 4: Objective 2, as revised.)

At its meeting on November 20, 2014, the SLRC Oversight Commission approved revised wording that removed the limitation of SLRC partnering only with public schools.

Wesley Wilson noted that the change would be made in the 2015 SLRC Annual Plan, and also that working with the Association of Independent Maryland Schools (AIMS) would be a good start.

Richard Werking also mentioned that in October he had attended the annual conference of the Maryland Council for the Social Sciences. (The MDCSS comprises high-school and junior-high teachers of history and other social studies subjects.) He thought that this and similar conferences might in the future provide an excellent venue for a program featuring Digital Maryland resources, and perhaps other SLRC resources and initiatives, as well as a SLRC/Digital Maryland exhibit booth.

Michael Walsh stated that the current wireless network will be decommissioned. Systems is now completing due diligence for the lowest cost proposals received including the maintenance agreements.

Michael Walsh met with the engineering committee for the state wireless network (SIEC/Engineering). There was an offer from an individual on the committee to operate the existing backbone network (i.e. with no downlinks to institutions), and SOC (Sailor Operations Center) will be separately pursuing that option with SIEC/Engineering. SOC is currently working on a smooth hand-off of the wireless sites and contracts.

Mike discussed e-rate and said that Pratt has moved to Voiceover Internet Protocol (VoIP), a more permanent solution that costs less and is not e-rateable.

The network for Western Maryland is not really changing. They have a connection with Network Maryland and there are technologies that can expand capacity. They are not currently capped and not close yet to 75-80% capacity.

**Capital Project Update:**

Gordon stated that there was a meeting with the architects and the state to discuss the first cost estimate for the renovation project. The final plans for the project are due in June and the construction managers will be hired. Construction will begin in the June of 2015 and renovation will be a 42- month process.

Gordon noted that space to temporarily house collections, continue doing RFID work, and fine-tuning collections has been located in the Annapolis Road area. When the Library testifies at its budget hearing in Annapolis in early 2015 we will have a better idea of the project's cost.

Questions from Commission members regarding the renovation project and funding:

- Will a combination of a new Governor and the projected budget shortfall have any impact on state funds designated for this project? Gordon reported that the \$10 million dollars of funding released to date is being spent, but no money has been spent yet for construction purposes.
- What is the date for needed testimony and will oral testimony be accepted. Gordon stated that the architect might be able to present testimony. It was recommended that SLRC consider providing information on the 10 million dollars already released and develop a one-page fact sheet on the project.

**Other:**

Next meeting is scheduled for January 15, 2015 in the Board Room of the Enoch Pratt Free Library Central Library.

**Meeting adjourned:** 11:30 a.m.