



Sailor Advisory Committee

October 29, 2024

10:00 AM

MINUTES

Attendees: Michael Brown; Michael Johnson; Paula Mitchell; Carla Moore; Susan Payne; Ryan Rickels; Rudy Rodela; Tamar Sarnoff; Stephanie Sopka; Rachael Stein; Bill Taylor; and Shane Williams

Call to order: The meeting convened at 10:04 am.

Adoption of the Agenda: There were no changes to the announced agenda.

Approval of Minutes – previous meeting August 20, 2024

- Moved: Bill Taylor
- Second: Ryan Rickels
- Discussion: None
- Approve: Unanimous

SLRC Oversight Commission Report

Rudy Rodela addressed the need to fill two vacant SAC positions. The self-selection process was discussed and is our usual way to fill vacancies. Several potential candidates were proposed. Rudy will reach out to these individuals and their directors. Tamar emphasized the importance of having new members to share the burden of the meetings. Candidates will be referred to Morgan Miller as the State Librarian.

MSLA Announcements

No report as Morgan Miller was unable to attend.

State Broadband Committee Report

Carla Moore reported that the State Broadband Committee had not met in over a year, but she continued to monitor their website.

State Library Resource Center

Liz Sundermann-Zinger announced the launch of the new State Library Resource Center website and encouraged feedback. She also shared the SLRC Annual Report and Annual Plan (links below). Michael Brown mentioned a recurring issue with not receiving automatic calendar invitations for SAC meetings. Rudy will follow up on this issue.

- <https://www.slrc.info/assets/documents/SLRC-Annual-Report-FY2024.pdf>
- <https://www.slrc.info/assets/documents/SLRC-Annual-Plan-FY2025.pdf>

DRAFT

Sailor Updates/Issues

Michael Brown discussed several ongoing issues related to the network infrastructure. He mentioned a problem with the POP at a municipal building, which was supposed to go to a head end in East Baltimore but was mistakenly connected to the same downtown head end. He is working with Comcast to rectify this. He also talked about an outage due to a fiber cut in Virginia, which is still being addressed by Comcast. He mentioned that the Leonardtown and Eastern Shore regional builds are starting, with site surveys already completed. Lastly, he mentioned a minor update about losing some proud own fiber in a fire, but it didn't significantly impact the network. Carla asked about a meeting to discuss lessons learned from the outage, which Liz confirmed is planned for either this week or next week.

Sailor Customer Service

Shane Williams reported that everything was stable and encouraged feedback on request submissions.

Marina Resource Sharing

Paula Mitchell shared updates on the Marina software project resource sharing project, which is moving into a 4-year contract starting FY26. She also mentioned the upcoming Emily Conference and the selection year for the Marina software project resource sharing project.

Digital Maryland Update and

Michael Johnson reported a busy summer with 11,000 items added and an increase in website visits. He also mentioned potential connections with Maryland 250 and the Museum on Main Street program.

Sailor Databases

Michael Johnson reported that we were mid-year in the final contract year for the Sailor databases. Links for feedback on proposed databases will go out in mid-January.

Other Business / Good of the Order: none.

Future Meeting Dates

Sailor Advisory Commission	SLRC Commission
October 29, 2024	November 10, 2024
December 17, 2024	January 21, 2025
March 18, 2025	April 15, 2025
May 20, 2025	June 24, 2025

Adjourn: The meeting adjourned at 10:40 am.

Reports

- FY-2024 Annual Report: <https://www.slrc.info/assets/documents/fy2024qtr4.pdf>
- FY-2025 First Quarter Report: <https://www.slrc.info/assets/documents/fy2025qtr1.pdf>