SAILOR Advisory Committee
Meeting Minutes
April 17, 2008
State Library Resource Center

Attendees:
Tom Hehman, Chair, Audra Caplan, Stuart Ragland, Greg Talley, Pat Wallace, Irene Padilla, Jim DeArmey, Daria Parry, Ann Smith, Doug Gray, Kathleen O'Connell, Gavin Brown

Welcome and Introductions
The meeting was called to order at 10:25 a.m.

Approval of Minutes
- Stuart requested that the words bottle-neck be changed to "issues".
- Other discussion topics related to the minutes:
  - Guidelines on Video Conference Map are on SAC site.
  - Pat is the Public Library representative to Network MD. She sends out minutes to MAPLA, but also needs to forward a copy to SAC. (Pat distributed January and March 2008).
- Audra moved to approve minutes. Jim DeArmey seconded. The minutes of the February 21, 2008 meeting were approved as amended.

Sailor Network Report (Michael Walsh)
A copy of this report is available at http://www.soc.lib.md.us/sac/reports/network/Sailor-Network-Report-17apr2008.pdf on slrc.info.
- Wireless Program Update.
  - Upgrading Comcast will allow for expansion of bandwidth.
  - Charlotte Hall will be upgraded to 150 mgs, because they will be back up for Montgomery.
- The need to maintain tighter control on the Sailor Network was discussed. Staff is looking at policies to notify vendors/servers not to contaminate network. Span and Malware have been found. Mike and the staff are investigating the purchase of an Intrusion Detection System (IDS). It could cost $7,000 – 14,000.
  - Sailor makes every effort to help customers troubleshoot any problems that exist. The issue is "Can Sailor provide the customer support that is expected?"
  - Staff stated that Sailor does not have enough staff to monitor all issues. This issue has not yet been discussed at SNMG. So far, only internal conversations have taken place. Doug Gray mentioned that he currently gets the help that he needs.
  - All agreed that it is important to try to get a handle on the issues of help support and IDS. SOC was asked to put together an evaluation of the protocols and processes involved and report back to SAC. This report will be shared with the LSAC and SLRC committees.

Sailor Project (Stuart Ragland)
The Sailor FY2008 Second Quarter Report is available at
http://www.soc.lib.md.us/sac/reports/annuals/fy2008/fy2008qtr2-report.pdf.
This report was reviewed at the meeting on February 21, 2008.

SLRC FY2009 Budget Forecast (Pat Wallace)
- SLRC is flat-funded for FY2009. The SLRC per capita does not allow for inflation, only additional population. New Marylanders = $28,000 revenue in SLRC per capita budget. This is not enough to make up for inflation, COLA, and other increased costs.
- Staff is looking at efficiencies.
    - Vacancies are not being filled. The Sailor Office Assistant position is vacant and will not be filled. Nadia Nasser's position has not yet been filled. So far this has had only minor repercussions but will have more impact in the upcoming months as projects currently in the pipeline are completed.
    - Hopefully inflation in databases will not be too high; however, staff is renegotiating to include unauthenticated access from the schools. MPRLS are ranking databases in case cuts are required.

SLRC Strategic Plan (Pat Wallace)
- SLRC Commission voted to continue initiatives into '09 from the '08 plan.
- The Strategic Plan Committee will continue to work on finding a consultant for the FY2010 – FY2012 plan.
- The FY2009 annual plan will continue the important things but not expand the scope. The final version will be presented in May to SLRC Commission.

URSA Update
- SIRSI still has not hired an engineer.
- Ann Smith is putting together a committee to look at other software. Committee members will include representatives from the regional's and counties. Audra asked that Gia Wilhelm be appointed to this committee. Jim DeArmey asked to be included. Staff is working on setting up demonstrations in June.
- It was recommended that they include OCLC.

Network MD (Greg Talley)
Greg presented a NetworkMD report and discussed the following issues:
- New pricing
- Goal to follow up on redundancy
- Goal to follow up on disaster recovery process
- List of clients
- Map of network
- Elliott Schlanger is comfortable with the way Network MD operates. No big changes are in sight.

E-Rate

DLDS is assessing the need for a statewide consultant to help the public libraries. Greg indicated that he has looked into this issue for the schools but there was not a consensus for a collaboration effort.

Other Business

Pat Wallace announced that she is retiring June 30, 2008.

The meeting was adjourned by Tom Hehman at 11:15 a.m..

Next Meeting

June 12, 2008
10:15 to Noon
State Library Resource Center