



Sailor Advisory Committee Minutes

Poe Room, EPFL, Central / SLRC
December 19, 2013

In attendance: Wendy Allen, Vicki Cone (online), Michael Gannon (chair), Dennis Nangle, Jennifer Ranck (online), Ann Smith, Joseph Thompson, Linda Tompkins-Baldwin, and Mike Walsh

Unable to attend: Margaret Burri, Irene Padilla, Stuart Ragland, and Greg Talley

1. Welcome (Michael Gannon, Chair)
Called to order at 10:32 a.m.
2. Approval of Minutes – October 17, 2013
Vicki Cone offered motion to approve the minutes. Joe Thompson seconded. All in favor. The minutes were approved.
3. MDCH: Maryland Digital Cultural Heritage (Linda Tompkins-Baldwin)

Michael: MDCH tends to fall under auspices of SAC, so we've asked Linda to give an update on MDCH activities. She recently provided a similar report to the SLRC Commission.

Linda: She formerly worked as Library Director at the Baltimore Museum of Art, where she initiated the use of CONTENTdm. She worked on two MDCH collections while there.

Now at MDCH, the program's biggest partner is the Enoch Pratt Free Library. A collection on holiday Greeting Cards should be up tomorrow. Future holidays will be featured. She is working on a collection of African American Funeral Programs. She hopes to get a field study student to help. Two Enoch Pratt collections are underway: EPFL Construction images from 1932 and Enoch Pratt Collection from Special Collections including family pictures and history of the Library. These are planned to roll out with photos of 1931-33 library construction. The second is of the B&O Railroad including pictures of the Fair of the Iron Horse & ephemera (Sept 1927 to honor 100th), Food (menus, photos, ephemera), and Horse Racing, especially the Preakness, Maritime & Aviation. MDCH also just finished transcriptions for the Woman Suffrage collection.

Partnerships with outside agencies continues. The staff are preparing transcriptions for Manumissions, indentures, bills of sale from Howard County Historical Society. They are trying to ensure that we have transcriptions for all collections to be compliant with Section 508 of the Rehabilitation Act. The Powell Diary from Worcester Public Library, dates to before the Civil War to 1910. It's about life in Berlin, MD. They are finished digitizing and are working on

metadata and transcriptions. Through work with UMBC they will complete the Ferdinand C. Latrobe Papers, including his daily diaries (7-term mayor of Balt; speaker of MD House of Delegates; grandson of famous architect Benjamin Latrobe). Through the partnership with the BMA they are working on the Swepson Earle Collection (author Chesapeake Bay Country) that will be published in January. They are also looking into digitizing a Frances Benjamin Johnston collection of MD architecture. Frederick County Public Libraries have offered the Meyer Kaplon photograph collection of documents about events in Brunswick (copyright issues are to be figured out).

Potential new partnerships are on the horizon, including the Naval Academy (on early sports such as early intercollegiate football in 1879—1st games in 1869, academy during wars, building of the academy); University of Baltimore (large collection of new station archives, neighborhood oral histories; Historical Society of Baltimore county (My Lady's Manor [300th anniversary of deeding] in conjunction with Manor Conservancy; Baltimore City Archives (Battle Monument inscription book); Goucher College w/Lovely Lane, Drew Univ, Morgan State – papers of John Goucher; Historical Society of Cecil County (Port Deposit Photo Collection, Almshouse Records, Cecil County Slave Records); Aberdeen Proving Ground (historic panoramic negatives of bases throughout MD [6-8" x 48"])

A Digital Conference is planned for March 7, 2014 to take place here in the Poe Room at SLRC. The morning will be devoted to forum on becoming a DPLA Service Hub. The afternoon will include representatives from CONTENTdm, National Digital Stewardship Alliance (NDSA), Maryland Digital Library (MDL), Western Maryland's Historical Library (whilbr.org), and the University of MD Newspaper project. The conference will be targeted to libraries and historical and cultural repositories involved or considering digital initiatives. It will provide a great opportunity for learning, networking and collaboration and will give Enoch Pratt and MDCH an opportunity to promote their digital services and resources. Publicity should begin in January.

Linda is considering MDCH's participation in DPLA. Content Hub vs. Service Hub? Content Hub requires institution to host 250,000 items. There was recently some push back at a DPLA conference that this number, which the board admitted was arbitrary, was too high. They may rethink. We already meet all the criteria, which include:

- a. representing their community (state, region, etc.) as the metadata aggregation point for the DPLA, and having the community buy-in to do so;
 - b. actively addressing issues of metadata quality;
 - c. providing outreach to their metadata providers, including working in partnership with the DPLA to educate partner institutions on open data, data quality, data consistency, data standards, rights, and other relevant subjects;
 - d. maintaining technology or technologies (such as OAI-PMH, Resource Sync, etc.) that allow for metadata to be shared with the DPLA on a regular, consistent basis; and – need to get harvester such as EUROPA or REPOX & need to work w/partners to ensure their collections are compliant with DPLA standards such a Dublin Core, ISO, PREMIS
 - e. actively engaging with the broader community of data creators, providers, and users.
4. Relais/MARINA Update (Wendy Allen)
- a. In mid-November another one of the enhancements that we requested for Marina was completed. The Relais discovery (D2D) interface has been configured to search for and request large print titles. Before this large print records were being de-duplicated and

went into the same record as regular print titles. Relais worked on this for Marina and has developed a solution to split the display of large print books from “standard” print material.

- b. When a search is conducted large print material is now identified via the term “large print” which is defined within the MARC 300\$a tag, and the items will be separated from “standard print” paperback, hardback, and other book items. A special icon was created to identify large items in the Marina catalog.
 - c. Began sending Marina Title Level reports in early December. The reports are sent to designated email addresses for each library. Each spreadsheet report includes two tabs. One tab provides the titles that each library’s customers have requested through Relais and the other tab will include title requests that each library has received from other Marina libraries. Reports were sent for each month in this FY 14.
 - d. One of the anticipated outcomes from the Relais start-up grant is that all public service and interlibrary loan staff will demonstrate knowledge and proficiency in using the Relais software and statewide library customers will find an enhanced interlibrary loan experience. Public service staff will be sent an electronic survey in December 2013 and a short paper survey will be sent to all library systems to be distributed to customers in early January.
 - e. The other expected outcome is that Marina should meet or exceed the goal of processing at least 215,000 requests in the first year. During the time period of January 14, 2013 to the end of November 2013 there have been 237,330 requests submitted.
5. Report from November’s SLRC Commission Meeting (Michael Gannon)

SLRC Commission is the umbrella group that SAC reports. At the most recent SLRC Commission meeting Linda presented about MDCH. Many digitization ideas were also offered to Linda. The SLRC architect talked about plans for the SLRC renovation. The project will be phased. A lot of Pratt offices will be moved off-site during the time.

We are looking for more SAC members, and especially need two representing the public libraries in central Maryland. Hopefully by next meeting we will have a full committee membership complement.

6. Sailor FY14 First Quarter Report (Stuart Ragland)

This report will take place at the next meeting.

7. Sailor Network Managers Group (Mike Walsh)

The SNMG met at the new library in Hagerstown on Nov. 12th. It is a very nice building. They used one of the library’s four new Mondopads to web conference other members into the meeting. The Mondopads function as touch screens and white boards as well. There was a discussion about 3D printing at Charles County. A tour of library concluded the meeting.

8. Sailor Network Report (Mike Walsh)

Some counties have other alternatives to the Sailor Network that they are pursuing. Mike continues to reevaluate the network. They are looking at ceding some Sailor equipment over to Calvert Co. government in Southern Maryland. The Sailor connection into Prince Frederick will continue. Mike is looking at using alternative vendors in other parts of the state, and how to re-architect the network at reduced cost. Mike anticipates that we will be removing some equipment at some places around the state.

9. FY14 SLRC Budget (Ann Smith)

This is the same report provided at the prior meeting, covering the first quarter only (through September). Some large expenditures are paid toward the end of the year, including to EBSCO for the Sailor databases which are paid in May at \$645,000.

Michael thanked Ann for her years of dedication and support for this committee. This is her last meeting before retirement.

10. Other Business

The next meeting is Feb. 20 at 10:15 here at SLRC in the Poe Room.

Meeting adjourned at 11:32 a.m.

Minutes respectfully submitted by Joe Thompson