



STATE LIBRARY RESOURCE CENTER  
OVERSIGHT COMMISSION  
March 19, 2015

**Enoch Pratt Free Library  
Board Room**

**10:15 a.m.**

**Minutes**

**Attendees:**

Sharan Marshall, SLRC Commission Chair, Director: Southern Maryland Region Library; Cathy Ashby; Daria Parry; Jay Bansbach; Richard Werking; Kathleen Teaze; Debby Bennett; Larry Wilt; Dennis Nangle; Irene Padilla; Carla Hayden; Gordon Krabbe; Michael Walsh; Wendy Allen; Wesley Wilson.

**Call to Order:**

10:20 am

**Introductions:**

Katie Zimmerman- SLRC Secretary, will be taking minutes.

**Approval of Minutes:**

Upon motion (Cathy Ashby), and second (Kathleen Teaze) the minutes from January, 15 2015 were approved.

**SAC Report:**

Prince Frederick and Calvert counties are now connected to the SAILOR Network using Comcast while Caroline, Wicomico, and Worcester Counties are still interested in using SAILOR wireless for connectivity; site installation visits for Chestertown/Kent, East/Talbot and Centreville/Queen Anne's are underway. Conversations concerning off-site storage, as well as the different systems available, are being handled by the SNMG Group; Nini Beegan at DLDS in conjunction with Richard Lumis (Digital Services Manager at Sommerset County, New Jersey) are working on local apps as well as examining the benefits and uses of *Raspberry Pi* in various functions like Maker Space applications.

### **SLRC Plan Annual Update:**

*Wesley Wilson, Wendy Allen, and Michael Walsh gave the SLRC Annual Plan Update. (For the full plan please refer to the FY 2015 March SLRC Annual Plan Approved by the SLRC Commission March 20, 2015.)*

AskUsNow has increased its visibility with a revitalized social media presence and began implementing the use of a hot button that opens a direct chat session; interfiling of the stacks material has continued and the Roving Reference pilot has kicked off. In April the Fine Arts Department will move to the 1st floor making all public service departments centrally accessible. SLRC's Spring Conference had great attendance and evaluations are still being received, 17 additional collections have been added to the Archivist Tool Database, and school groups have requested a current list of web guides that do not rotate off the site. Digital Maryland met with several groups to identify collections that can be harvested to DPLA and received confirmation of their acceptance as a Digital Library of America Service Hub in partnership with USMAI.

### **Financial Report:**

Due to some timing differences, including several major expenditures not being drawn from the current budget (the databases and some infrastructure improvements with SAILOR), a written report would provide an inaccurate account and is therefore not available. A significant unexpected expenditure to note is a mold remediation issue that needed to be dealt with; after reviewing the projections and expenditures between now and June 30<sup>th</sup> the office will be able to assess whether or not there will be a need to request a budget adjustment. For DLDS the MOU indicates that if there is variance of more than 10% in the budget that request must be made.

### **SLRC Capital Project Update:**

A tentative lease agreement for an off-site location for Administrative Staff at North Charles Street has been prepared. The second temporary space, the Annapolis Road Library Operations Center (ARLOC) should be ready for occupancy by the Fall of 2015. During all phases of the construction the SLRC Office will remain in a part of the campus.

### **FY 2016 Draft Plan:**

*Wesley Wilson, Wendy Allen, and Gordon Krabbe gave the SLRC 2016 Draft Plan and Draft Budget. (For the full draft plan please refer to the "FY 2016 SLRC Annual Plan DRAFT for Approval by the SLRC Commission" document.)*

Due to renovation, the 2016 Draft Plan anticipates a need for a minimalist and broad approach when considering the preparations involved and in anticipation of the need for flexibility while still incorporating new innovations: both technologically as well as systemically through programs and presentations.

**FY 2016 Draft Budget:**

Until the outcome of the Maryland General Assembly has been released an official Draft Budget cannot be commented on. However, in fiscal year 2016 the \$1.67 will produce \$9,901,119.00 which is a change of .75% of an increase. Due to the recent reorganization, we have segregated budgets for Digitization and Web; 50% of each programs' cost is to be funded by the state. Along with a 2% cost of living increase for employees, city funding looks reasonable. Legitimate expenditures, looking at what the MOU mandates, would be \$11.1 million dollars; however, SLRC will live within the \$9.9 million and adjust the current budget. A formal budget presentation will be given in May 2015.

*A decision on the FY 2016 SLRC Annual Plan DRAFT for Approval by the SLRC Commission will be made at the next commission meeting on May 21, 2015.*

**Other:**

Next meeting is scheduled for May 21, 2015 in the Board Room of the Enoch Pratt Free Library Central Library.

**Meeting adjourned:**

11:55 am