

**SAILOR Advisory Committee
Meeting Minutes
December 14, 2006
State Library Resource Center**

Attendees:

Tom Hehman, Chair, Gavin Brown, Audra Caplan, Jim DeArme, Doug Gray, Mike McCarty, **Kathleen O'Connell**, Irene Padilla, Daria Parry, Stuart Ragland, Ann Smith, Greg Talley, Pat Wallace, Michael Walsh,
Guest: Robert Hall

Approval of Minutes

The minutes from the October 12, 2006 meeting were approved as written.

Sailor Network Report (Michael Walsh)

Mike presented a 'big picture' presentation to more thoroughly explain the Sailor network. (See attached report.)

Tom Hehman commented on the tremendous resource we have in Sailor.

Stakeholders' Meetings Input (Pat Wallace)

Staff has assessed the feedback received from the stakeholders meetings. The results will be used to inform the annual plan for FY08. This year attendees were asked to prioritize SLRC services. From the 41 completed surveys, the preliminary results indicated that the top five most needed services are:

- Sailor Network
- Sailor Statewide Databases
- Marina
- MILO Delivery
- Workshops and Training

The 41 survey respondents indicated that the least needed services are:

- Toll Free Number
- Night Owl
- Union List of Periodicals
- State Documents Program*
- State Government Reference

*It was pointed out that SLRC is required by law to provide the State Documents Program.

SLRC FY2008 Budget Report

Discussion included the adjustment of cost centers to bring the budget into balance. Gordon Krabbe is getting more information about the FY2008 city budget this week. Since the budget was flat funded in FY2006, EPFL has been absorbing some of the formulaic costs of service provision. In FY2006 they took on more responsibility for building services, in FY2007 they took on responsibility for the \$1.2 million shortfall, in FY2008 they have agreed to absorb an additional \$200,000 - \$300,000 shortfall for a total of \$1.5 million.

Recommendations for budget savings are to eliminate the toll free number for a savings of \$20,000, reduce staffing in Night Owl but continue to support AskUsNow (AUN) during the scheduled time period. Ann Smith is looking at streamlining State Documents. Overall they are trying to find efficiencies and trim where they can. The 41 survey respondents indicated that all Sailor support is in the top five most needed services. The Maryland Public Electronic Resource Librarians (MPERLS) is reviewing the database portion of the Sailor budget (currently close to \$1 million) to identify possible savings.

The committee reviewed the 1st quarter expenditure report. It was suggested that savings might be found in having all of the public libraries purchase long distance services from the same carrier. Also, SLRC was asked to investigate the costs to have QuestionPoint cover the AUN hours currently covered by Night Owl.

Marketing/Logo Project

Pat indicated the EPFL will launch their new logo on January 31, 2007. Staff is already wearing name tags with the new logo.

Statewide Database Committee (Audra Caplan)

The preliminary planning committee (Audra Caplan, Jamie Watson, Lynn Stonesifer, Pat Wallace and Irene Padilla) met in November to develop action steps. This committee will serve as the umbrella group that will inform SAC. Audra is setting up meetings with the MPERLS, the Maryland Public Library Electronic Resources Consortium (MPLERC), and the Maryland Library Consortium (MLC). This will give her an idea as to their respective goals and objectives.

Prioritized List of IT Project Initiatives from Sailor Network Managers Group

Robert Hall, Chair, Sailor Network Managers Group (SNMG) indicated that SNMG members met five times a year. He presented a prioritized list of initiatives for recommendation to SAC as candidates for grant funded projects. The list was developed from the perspective of people who work directly with, and directly provide IT services to, frontline library staff, the public, and library administrators. The list of initiatives was prioritized in the following order:

- Session Initiation Protocol (SIP) and VOIP (Voice Over IP)
- ADA products such as zoom text and JAWS
- Inter-Branch (or Branch-to-Central) Wireless
- Video Conferencing
- WI-FI
- True Federated Search (i.e. statewide webfeat). Statewide Blog/Wiki Services

These projects will give SNMG the ability to develop more inventive projects and to exploit technology to provide better customer service. Mike McCarty mentioned Shibboleth, a middle ware service and product that some vendors will accept in lieu of authentication.

Directors' Requests

There were no Director's requests.

Sailor Project FY2006 Fourth Quarter and Annual Report (Stuart Ragland)

This report was a reprise of the October report and statistics. See attached report.

Next Meeting

February 15 or 22, 2007