



Sailor Advisory Committee  
SLRC Annex Conference Room, EPFL, Central / SLRC  
April 21, 2016  
10:05 a.m.

Present: Daria Parry, Emma Beaven, Mike Walsh, Stuart Ragland, Jim Gillispie, Carla Moore, Elizabeth Hulett, Jennifer Ranck, Jennifer Falkowski, Beth Thoms

**Welcome (Daria Parry, Chair)**

Call to order

**Approval of Minutes – February 18, 2016**

Beth Thoms approved, Carla Moore seconded

**Sailor Quarterly Report (Stuart Ragland)**

Reviewed highlights from the FY 16 Third Quarter report

<http://www.sailor.lib.md.us/committees/sac/Default.aspx?id=54294>

- Summary info through March 2016
- An irregularity in the number of EBSCO downloads has been noted. The total number of EBSCO downloads for Maryland Public libraries in the First Quarter was 58,920. In the Second Quarter, that number jumped to 491,946.

Collection Management at the Pratt Library contacted EBSCO to investigate and learned that the huge increase was a result of a huge increase in Science Reference Center downloads for Frederick County Public Library.

A similar situation occurred in 2012-2013 when a huge increase in MasterFile Premier downloads was accrued by the Southern Maryland public libraries. The reason for the increase was traced to the manner in which EBSCO responded to federated search queries originating from the Southern Maryland implementation of Sirsi Enterprise. The increase in Frederick CPL downloads is also associated with a federated search requests going to EBSCO. Jennifer Falkowski, Information Services Manager at Southern Maryland Regional Library, who worked with EBSCO to resolve the Southern Maryland situation, has shared information she received from EBSCO with Frederick CPL to help them understand their situation and work with EBSCO to resolve it.

**MDLIBTECH (Stuart Ragland)**

- March 1<sup>st</sup> meeting at Anne Arundel County Public Library. Focus of discussion was communication, expanding group, use of SLACK virtual meeting place as the common platform.



### **SAILOR Network (Mike Walsh)**

- Comcast is winner of contract for wide area network service for most counties.
- Saint Mary's, Howard and Anne Arundel counties have yet to complete the SLD profile for E-rate funding.
- Talbot County Public Schools are interested in increasing their band width and will reimburse Sailor for the added capacity that they need.

### **Relais/MARINA Update (Emma Beaven)**

- The MILO Unit is currently split between two buildings. There are 5 full time staff and one part time staff member at Central and 2 full time and 3 part time staff at the Annapolis Road (ARLOC) location. Because the transshipping unit is now in another location, delivery to other libraries takes an additional day, however we continue to try to maintain our 24 hour turnaround time.
- Marina lending has increased significantly since last year. In FY 2015, Marina lending total was 299,267. As of March 31, 2016, the total is 271,299. The total amount of materials sorted in transshipping as of that date are as follows: In total: 595,167 Out Total: 471,638

### **Collections and Access Services Division and SLRC Update (Wendy Allen submitted in writing)**

- **SLRC Renovation Update:**

The Roving Reference Plan is in full operation and has started with department managers first. This will expand to the entire SLRC staff as the Library begins Proposed Phasing Plan for Cross-Training, Expansion of Roving Reference, and Global Scheduling of Service Points during and post Renovation has been established.
- Digital Maryland Oral History Workshop was held on April 20, 2016.
- Storytelling Conference will be held on June 14, 2016, and this new conference is now in the planned registration is on [slrc.info](http://slrc.info).



- **Sailor Databases**-the new EBSCO databases are up and running (Small Engine Repair, Hobbies and Crafts and Home Improvement) and the links were sent to county library systems in late February. The link to EBSCO discovery service was also sent in March. Libraries can place the single search box on their own web sites to search all the SAILOR resources from a single interface. The contract for Heritage Quest Online was also finalized in January and ProQuest is currently testing IP access with two Maryland school systems.
- A draft annual plan for FY17 was presented to the SLRC commission and will be voted on for approval in May. A group is being formed to plan for the next SLRC strategic plan. The group includes Dennis Nangle, Daria Parry, Debby Bennett, Wesley Wilson and Wendy Allen.

#### **SLRC Financial Report (Mike Walsh)**

- Sailor database renewals will have no significant impact on the current fiscal year budget.
- Regional Information Center vacancy and slowdown in hiring process via Baltimore City has resulted in lower expenditures to date.
- In FY 17 we see a 2% increase in SLRC budget from 9.9 million to 10.2 Million, so we will be able give a 5% increase to Baltimore County and Montgomery County delivery partners. The directors have been notified of the increase.

#### **SLRC Commission Report (Daria Parry)**

Wendy's notes covered the salient points of the March SLRC Commission Meeting.

#### **MDSE Updates (Dennis Nangle absent)**

No report.

#### **Other Business**

None.

**Adjourned:** 10:31 AM

**Next Meeting:** June 16, 2016 – SLRC Annex conference Room, EPFL, Central /SLRC

Minutes submitted by Jim Gillispie 4/27/2016



DRAFT FY17 Budget Request

	FY 2016 Budget	FY 2017 Request	Increase/ Decrease	Significant Changes other than formula adjustment
<b>State Library Resource Center</b>				
<b>FY 2017 Budget Request</b>				
8 Executive Direction	171,131	204,707	33,576	Benefits for new position
9 Human Resources	121,407	123,835	2,428	
10 Administrative & Fiscal Services	189,008	192,788	3,780	
11 Exhibits, Programs, Printing	103,290	105,356	2,066	
12 Facilities Management	185,183	188,887	3,704	
13 Collection Management	378,280	346,774	(31,506)	Transfer of position to MILO
14 Systems Management	362,837	370,094	7,257	
15 Delivery Services	108,974	111,153	2,179	
16 MILO	542,152	587,307	45,155	Transfer of position from CMD
17 Public Services (non 100% funded departments)	1,291,415	1,317,243	25,828	
18 Building Services	1,414,117	1,442,399	28,282	
19 Regional Information Center	24,843	25,340	497	
20 Sights & Sounds	158,339	162,794	4,455	
21 Sailor	2,590,269	2,629,564	39,295	
22 Public Service Materials (non 100% funded departments)	275,026	280,165	5,139	
23 State Documents	202,067	199,114	(2,953)	
24 Collection & Access Services Management	103,156	105,219	2,063	
25 Stacks & Shelving, Circulation	215,599	219,911	4,312	
26 Courier Services	182,012	195,168	13,156	
27 Maryland Department	527,262	495,677	(31,585)	Budget correction MD/AF-AM
28 African American Department	370,239	402,430	32,191	Budget correction MD/AF-AM
29 SLRC Management Office	62,744	63,999	1,255	
30 Digitization	98,905	102,883	3,978	
31 Web Management	222,864	227,321	4,457	
32	9,901,119	10,100,128	199,009	
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