

Sailor Advisory Committee - Meeting minutes
Enoch Pratt Free Library
Annapolis Road Operations Center
12/13/18

Present: Beth Thoms; Tamar Sarnoff; Michael Gannon; Stuart Ragland; Mike Walsh; Sarah Kuperman; Via Google Hangouts: Ed Goyda;

Excused Absence: Daria Parry

- Meeting commenced
- Motion to approve last meeting minutes
 - Beth Thoms approved
 - Carla Moore seconded
 - No objections
- Bandwidth - Mike Walsh
 - Sailor was looking at the issue
 - Recommendation to come in January
- Outage - Mike Walsh
 - 1st time anything like this has happened
 - Cause
 - Comcast does not have a definitive answer
 - Probably human error
 - Sailor staff thinks it may have been a pulled fiber jumper
 - Actions taken:
 - Sailor:
 - Try to avoid common paths for cabling
 - No intent to leave Comcast
 - Response time is slow but effective
 - All but three counties served
 - Build in redundancy
 - There are ever more moving parts, which makes the process more complex, and more opportunity for failures
 - Timeline on redundancy is not yet available.
 - Paying for
 - We can't use e-rate funds to pay for redundancy
 - Reduction in costs to telecomm will cover expenses related to redundancy
- E-rate - Stuart Ragland
 - Discounts on Sailor Network services can be requested based on compliance with CIPA by the libraries and schools served.
 - Sixteen library systems complied with CIPA last year
 - Six public schools complied
 - PGCMLS has submitted their FY2019 form 479.

- Dial-up - Stuart Ragland
 - SAC approved sunseting Cruise Accounts (Dial-up accounts) at end of the fiscal year.
 - At peak c 2005 there were over 1,400 accounts. In 2018 there are about 65.
 - Cost per line is low.
- Quarterly report - Stuart Ragland
 - No questions
- Database update - Sarah Kuperman
 - See attachment
- Pratt Central renovation update – Mike Walsh
 - Third floor renovation triggers move of ARLOC back to Central building
 - New storm windows and bars have been added
 - First floor mezzanine will be reopened after Christmas
 - Estimated opening in Spring (no date)
 - February SAC meeting to be held at ARLOC
- Relais update – Sarah Kuperman
 - Contaminated materials
 - Trainings are ongoing
 - MCPL/PGCMLS requesting separate trainings for staff at central systems
 - Feedback from administrators - more biological contaminant training
 - OCLC
 - Stats had been inflated by OCLC
 - ILL meeting
 - 18 people attended
 - SLRC conference
 - See attached notes
- Cyber Security - Tamar Sarnoff
 - New Community of Practice to be formed around IT “hot topics”, such as Cyber Security
 - Mike Brown (SLRC) and Carla Moore (PGCMLS) will serve on Cybersecurity issues
- New business for Next meeting
 - Databases
 - Special topics in IT statewide
- Motion to adjourn
 - Approved by Beth Thoms
 - Seconded by Ed Goyda
- Adjourned at 12:00

Notes taken by Tamar Sarnoff, Maryland State Library