Sailor Advisory Committee

Poe Room, EPFL, Central / SLRC
December 15, 2011

The meeting was called to order at 10:17 a.m.

Attendees – Michael Gannon (chair), Michael Walsh, Ann Smith, Lee O'Brien, Stuart Ragland, Joe Thompson, John Venditta (remotely), Jim DeArmey

Approval of Minutes – Minutes of the October 20, 2011 meeting were approved.

Marina Report (Ann Smith) – A $210,800 grant application to implement Relais has been submitted. Relais sent a initial contract which has been reviewed by Michael Walsh, Ann Smith and Wendy Allen. Some changes were recommended and a revised contract has been received. It incorporated all changes that had been requested. Initial startup costs for community colleges that asked to be included will be covered in the grant. The initial implementation time line show a completion date in September 2012. Testing and training should begin soon. The contract is expected to be signed early in January.

Our contract with SirsiDynix extends until March 31 2012. Ann is checking to see if we can get a six month renewal. The goal is to have a smooth transition and avoid any cessation of service. Wendy Allen will be asked to come to a meeting in the spring discuss recent progress.

Sailor Network Report (Mike Walsh) – The firewall upgrade has been completed. Bandwidth upgrades are planned for Pratt, Anne Arundel, Montgomery, Prince George's and Wicomico. Future upgrades are being discussed for Frederick, Southern Maryland, Harford and Howard.

Sailor Network Managers Group (Stuart Ragland) – Stuart reviewed developments at the most recent meeting. Minutes of the meeting had been distributed to our group prior to our meeting.

Sailor Cruise Account Renewal (Stuart Ragland) – The Web Department and Help Desk have developed the automated capability for users to send requests for new service or account renewal via email. There is now the ability to provide users who supply an email account to receive the application packet electronically. Online renewal is up and working. Some have been submitted already.

Stuart will report on use of the online application and renewal at a future meeting. He will work to compile use by county, if possible.

First Quarter FY12 Budget (Ann Smith) – Budget expenditure is in line with what was planned for the end of the first quarter of the year.

The hiring freeze has taken a toll. HR is working ot fill some vacancies on the public service/SLRC side. Vacancies in Ann's departments have impeded work to a degree. All vacancies must be justified through the city.

Baltimore City expects a 5% budget cutback for the coming year. More definite numbers should be available in the coming months.

Other Business – Cecil County Public Library will be participating in a Broadband Technology and Opportunities Program (BTOP) grant that will include school and government agencies as well as the library. Lee asked how Sailor will integrate with this broadband project. A general discussion of followed There are many different scenarios across the state that involve Sailor, networkMaryland and commercial providers. Each must be handled and configured individually.

Adjournment and next meeting – The meeting was adjourned at 10:47 a.m. The next meeting is scheduled for Thursday, February 16, 2012, 10:15-12:00 in the Poe Room of the State Library Resource Center.