![SAILOR logo]

Sailor Advisory Committee
Via Zoom
September 22, 2022
11:00 a.m.

Attendees: Mike Brown; Mike Fried; Ed Goyda; Maddie Hines; Michael Johnson; Bob Kuntz; Paula Mitchell; Carla Moore; Ryan Rickles; Tamar Sarnoff; Liz Sundermann-Zinger; Bill Taylor; Shane Williams; Candice Zhu

Welcome and Introductions (Daria Parry)

Approval of Minutes – June 16, 2022
- Bill Taylor moved to accept
- Bob Kuntz seconded
- Approved

Introduction of New SAC Member(s): Carla Moore

Member Roster (Daria Parry)
Stuart Ragland was the keeper of the SAC Roster, and when he retired, it fell off of the radar. Daria has worked with Michael Gannon and Irene Padilla to cobble together a current one.

State Broadband Committee Report (Carla Moore)
A meeting is scheduled for Oct. 12
The agenda includes announcement of fall grants, probably announced October or November

State Library Resource Center (Liz Sundermann-Zinger)
- Review of the SLRC Organizational Chart – See attachment

Sailor Updates/Issues (Mike Fried)
- Update on PGMLS broadband upgrade - Complete
Mike offered his thanks to Carla Moore for her collaboration in getting PGMLS' broadband upgrade.

- SLRC Digital Presence Plan (with an assist from Candice Zhu)
SLRC and SAILOR have an outdated web presence that does not align with the current needs or future ambitionsof the library community. We propose an integrated approach that will look at SLRC and SAILOR digital properties and

functionality to create a single online engagement platform. Engaging in this plan will also allow Sailor Operations to engage with our stakeholders.

Candice reviewed the project phases
- Discovery and planning
- Design and Development
- Testing and Training
- Post Implementation Review

Mike hopes to kick off the project next week, and form a steering committee. Maddie Hines volunteered to be part of the project. If SAC members have other recommendations, please forward them to Mike Fried.

- MDLibTech Group and Privacy and Security Workgroup Updates

Working with Howard County to get a schedule out soon for the Privacy and Security workgroup.

Urban Libraries Council is also organizing an IT Security Roundtable, and are planning a workshop in October or November. Mike will keep the group apprised.

Mike reported that the state conducted a cybersecurity audit, and is very interested in the findings.

- Site Visits – Will take advantage of the SLRC/SAC Digital Presence Plan to get out and meet and discover pain points and successes.

- E-rate update – Deferred to Mike Brown

Sailor Customer Service Updates (Shane Williams)
Getting the help desk up and running. Have hired a help desk technician, and working on a ticketing system based on the SolarWinds platform

Sailor Updates/Issues (Mike Brown)
- ECF upgrades – Border routers are reaching end of support, and ordering replacements (Pre-Erate cost is $700,000)
- A member asked how can a system request additional broadband?

- o Sailor automatically watches the traffic out there, and will make the change when it's needed. Any system, however, can also make a request to Mike Brown or Mike Fried.
- o Mike went on to explain that it may not be granted, because ERate requires a certain level of utilization.

- The team is working with Comcast to build redundancy in the Baltimore area

- Looking at Harford and Washington Co. for upgrades

- [4th Quarter Report](#) – was not reviewed will carry over to the December meeting and will be combined with the first quarter report

Marina Resource Sharing (Paula Mitchell)
- Review top accomplishment from the FY 23 Annual Plan
MILO continued to examine and improve its virtual and physical resource sharing infrastructure:
1. Reimplementation of D2D and OCLC Tune-up for Marina libraries
2. Completed the RFP process, vendor selection, launched and completed the Statewide Delivery Study
3. Worked with two library systems to make new ILS migrations smoothly integrate with Relais

- Current update
The Statewide delivery study findings will be presented at MAPLA
Hope to be able to present at MLA to create awareness around MILO
The next Marina Meeting will be in-person at next month's Circulation Conference

Digital Maryland Update (Michael Johnson)
- Review accomplishments from the FY23 Annual Plan
Continued the goal of increasing the diversity of collections and projects supported by Digital Maryland. Highlights include the programs partnership with DC Public to scan images from the Black Lives Matter Memorial Fence, and Blacks of the Chesapeake Bay Collection, launched in collaboration with the Maryland State Archives and the Blacks of the Chesapeake Bay Foundation.

- Current update

Coming up – From the page – crowdsource transcription service.

Reginald Lewis Museum – Ledger books Baltimore Mutual Benefits. Staff will edit and check

Info session set for Nov 10

Outreach
- Jodi Hoover participated in a panel discussion titled "Digitizing Artifacts from the Black Lives
- Matter Memorial Fence" to talk about the Digital Maryland portion of the project. The discussion is sponsored by the
- Center for Archival Futures at the University of Maryland
- College of Information Studies. The panel includes:
- Aliza Leventhal (Library of Congress), Jodi Hoover (Enoch Pratt), Laura Farley (DC Public Library), Junious Whitaker
- IV (Howard University) and Karen Irwin (activist), and Nadine Seiler (activist)

Sailor Databases (Michael Johnson)
- Review top accomplishment from the FY23 Annual Plan

Completed the selection and negotiation of new three-year contracts for statewide electronic resources from Gale, ProQuest and Mango languages. Through negotiations and additional funding, the Library was able to add three new resources that best represent the interest of libraries across the state. We negotiated renewals for ProQuest's HeritageQuest and Mango Languages, renewed Gales electronic resource suite, and added Gale Legal Forms, Peterson's Test and Career Prep, and NationalGeographic Kids.

Proud of the transparency with user groups and MPRLS

- Current update

Focused on training and getting the word out about Sailor databases

Michael mentioned connected Gale trainers for Gale-centered training at ESRL, and is happy to make that connection for other systems

Other Business / Good of the Order

- MD State and Google Platform – If you are trying to do business with the state and do not have a .gov, then your domain will need to be whitelisted. Will not accept
- Gmail.com as a valid domain name. Please help spread the word to help minimize frustration when trying to communicate with MSLA, or other state agency.
- Baker and Taylor Hack – All reported that communication was lacking, especially in the early days of the hack. Systems that only used B&T were in a bind. Some systems were able to transfer orders over to Ingram. Carla reported that some email addresses were compromised. Staff need to be wary about email coming from B&T.
- [AnchorNets Conference](#), Sponsored by the Schools, Health & Libraries Broadband Coalition (SHLBC) – Oct. 12-14, 2022. Attendees will report in December

Future Meeting Dates: 12/15/22, 3/16/23, 6/15/23 – Daria will send out Zoom invitations

Adjourn – 12:03 PM

- Motion to adjourn Ed Goyda
- Second Carla Moore
- Approved

Attachments: SAC Agenda; Draft SAC minutes (06-16-22); Combined PDF Report containing - FY22 Annual Report; SLRC Digital Presence Plan; SLRC FY22 Final Financials; SLRC Annual Plan September Update;