

**School & Library Network
Advisory Board Meeting Minutes
April 29, 1998**

Members Present: Bill Black, Barry Crommett, Phil Lindley, Barry McCrum, Reginald Palmer, Ray Poulin, Karl Beiser (for Gary Nichols), Joanne Steneck

Members Absent: Stephen Gilbert

1. March 18, 1998 meeting minutes approved.
2. Report on Applications and Installations. Art Henry reported that a few applications continue to come in each week (either new buildings, alternative schools, or sites that originally chose not to participate). 1116 schools and libraries are connected. Elaine Benedetti contacted sites that had connections but had reported in the survey, or otherwise, that they were not using it. Of the 23 called, only 2 were not actually in use. Bell Atlantic will continue to follow-up if other sites are discovered, but it appears this is not a problem. Ray Poulin asked Art Henry to breakout private and public schools in his statistics list.
3. Report on Status of Network. Art Henry reported about a list serve message sent by Jim Moulton soliciting comments on whether MSLN users were having trouble with speeds on the MSLN Network. Mr. Moulton received eight e-mails back from schools with problems. Also another individual sent an e-mail to the Governor about slowness of the Network. Joanne and Art decided it was necessary to identify precise problems and then determine whether there were problems with MSLN network.

Gerry Dube reported that more than sufficient capacity exists in the backbone. The university currently has 8 T1's connected to UUNET and 3 T1's connected to GTE available for use by schools and libraries. Three of the T1's are entirely dedicated to the school and library traffic. The instate backbone is at 1/4 to 1/3 its current capacity. Therefore any slowness is not the result of lack of capacity in the backbone. Jeff Letourneau attempted to reach each of the eight sites to discuss their problems. He found no systemic problems with network. Each site instead had its own unique set of circumstances contributing to its problems. Examples include use of software with low speed/noise (e.g. Local Talk); inadequate cabling; need for local caching particularly in schools; incoming traffic unrelated to school business causing traffic congestion. At least 2 sites were using their maximum capacity during some parts of the day. These sites may want to try and manage the usage in certain time periods before considering an upgrade to T1's. Federal E-rate can be used for this service, if T1's are necessary. None of these sites had contacted the University or Bell

Atlantic with the problems. The Board agreed with Art Henry's suggestion that we make clear that Bell Atlantic and the university are available to help diagnose problems. At this time there are no systemic limits on the networking backbone. Some schools may be maxing out their 56 connections but the majority of the slowness complaints appear to be related to other local issues. It was agreed that Jeff Letourneau will prepare a summary of frequent problems and post on the MSLN website.

4. Commission 4/21/98 Order Seeking Comments. Joanne Steneck reported that the Commission issued its order seeking comments on how to treat funds that are not needed to continue to operate the MSLN Network as currently designed. The comment deadline has been extended to May 18, 1998.
5. Update on Training. John Pierce reported that the numbers trained are 7% above projections. He will provide a breakdown on sites and numbers trained by e-mail to all board members.
6. Status of E-Rate. Linda reported 400 applications from Maine had been filed with the federal Schools and Libraries Corp. She did not have a breakdown on the actual number of Maine sites applying or types of services applied for. Barry Crommett said he thought Bell Atlantic was monitoring the services applied for and he would communicate this information to other board members.
7. Generic e-mail addresses. The university did another test run and at least 50-60 messages did not go through. This seems primarily due to sites designating an address that either has not been established or the person is no longer at the site. It was agreed that after the next meeting we will make the list we have publicly available, with the burden on the sites to provide us with the corrected information.

Meeting adjourned at 12:20. Next meeting is scheduled for June 10 at 10:00 am in the Commissions' first floor conference room.