

**Archway Public Services Committee
Meeting Minutes
September 10, 2004**

Present: Celia Bouchard, Becky Helbling, Janice Hovis, Ying Li, Sue Morgan, Ginny Switzer (for Christopher White)

1. Approval of agenda
The agenda was approved with the addition of a discussion of catalog changes.

2. Discussion of changes in catalog display

Sue indicated that several of our requests for changes in the catalog have not yet been made.

A. On the Keyword Search page, the following buttons are not appearing correctly or are not appearing at all:

Search Tips

Start Over

Search MOBIUS

The buttons should link to the following pages:

Start Over should link back to the main search page, for the local scope. (Right now, **Start Over** is going to the Archway search page.)

Search MOBIUS will repeat the search in the MOBIUS catalog.

B. Still needs to be changed: Change the **Mark Record** button to display as **Save Record** (better terminology)

C. Still needs to be changed: The words on **all** blue buttons in the catalog should be in bold.

D. New Change: Mouse-over on the **Request** button should say "Request this Book", instead of "Type your Soc.Sec.No."

3. Recorder for this meeting was Becky Helbling. Barbara Pope will be recorder for the next meeting.
4. There were no changes in committee membership.

5. The group decided we would wait until January 2005 to elect a new co-chair.

6. Pick Up Anywhere:

- The group discussed experience with the new Pick Up Anywhere feature. Books have arrived without any bands or identification. Staff should make sure that paging slips for Pick Up Anywhere items are being printed with "Pick Up Anywhere" at the top of the slip. Since this is a brand new procedure, it may take some time to work out glitches.

7. Replacement of Non-Returned MOBIUS items:

The group discussed experience with replacement of non-returned MOBIUS items. Some libraries are allowing book replacement instead of the \$120 fee.

8. My Millennium

We explored features now available in the My Millennium for staff. The group decided we would like take out the "Search Britannica" button from the My Millennium screen. This request for change should go forward to the Archway Steering Committee. Ying noted that when logged in as staff, it is not possible to stay in "Public View" mode from one record to the next. The group wonders if it is possible for staff to set preferences in My Millennium. In general, we agreed that we would like more training with this new feature.

9. MOBIUS Strategic Plan

The group made the following suggestions in response to the MOBIUS Strategic Planning Document:

What should MOBIUS do next in your area?

- o Continue to work on using the power of the consortium in the purchasing of electronic resources.
- o Work on clear communication of policies and procedures among member libraries.

The group did not feel qualified to answer several of the other questions.

10. Next meeting: December 3, 2004, 9:00 am at Meramec

11. Other:

- Celia will bring refreshments for next meeting, to be held on December 3, 2004 at Meramec, 9:00 am.
- Janice will fill in as needed for Genie Klein, as she is on medical leave.

- The next Archway Steering Committee meeting is to be held at St. Louis College of Pharmacy. If she agrees, Barbara will represent this committee at that meeting.

JLD 5/17/04