Archway Steering Committee Meeting Minutes
St. Charles Community College
July 16, 2004

Attending: Linda Bigelow, Cathye Dierberg, Jennie Dodillet, Genie Klein, Erin Lanham, Ying Li, Jill Nissen, Loretta Ponzar, Bonnie Sanguinet, Kathy Schlump, Fran Stumpf, Stephanie Tolson, Debbie Woolverton.

1.   **Call to Order.** The meeting was called to order at 9:00 a.m. by incoming Chair, Stephanie Tolson. Introductions followed.

2.   **Approval of Agenda.** The agenda was approved as presented.

3.   **Approval of Minutes.** The minutes of the May 21, 2004, Steering Committee were approved with minor corrections. Bonnie will post the minutes on the MCO web site. Kathy suggested that anyone making a report should provide a copy of the report for the recorder.

4.   **Discussion Items**

- **My Millennium discussion and demonstration.** Cathye Dierberg said that Ying and Bonnie had originally researched this function for Archway and that she was bringing it forward again to recommend that it be implemented for staff in the test mode. Cathye will email the URL to the members. She provided an online demonstration, noting that it is available through *View Your Record*, that it gives the user easier access to the various modules, but that it does not work in INNReach, just within Archway. She will confirm that the ability to change patron record information has been turned off.
- **Table of Contents service.** Cathye confirmed that Archway members were willing to share in the costs of re-instating TOC through Blackwell. Parameters will be established defining the records to be sent and the dollar amount not to be exceeded. The goal will be to have the 2002 and 2003 records completed by the beginning of the Fall semester.
- **System Messages File Rotation.** Bonnie reported that the system messages file problem has been substantially reduced (from four pages of messages to one page). The *loan rule* and *multiple 001 fields* are the main problems that need to be monitored monthly. STLCOP will monitor until the next Archway meeting.
- **New WebPac Buttons.** Fran reported that new graphic image buttons for Millennium Silver are available to be downloaded for use in the OPAC. It was agreed that since Silver will be coming up in August, we would wait to see what was automatically loaded. This topic can be brought up again at the next Archway meeting.
- **MCO communication since last meeting.** Jill had emailed MCO with the changes we were requesting on the Archway page. All requests have been completed and they were able to keep the information "above the fold."
- **Millennium Silver Final Enhancements.** Discussion of this topic was deferred to the next Archway meeting. Bonnie recommended looking at the new authorizations (there are lots more with Silver). PUA authorization is 120 – Circ Desk needs this. Also, within MilCirc, need to turn the modes tab on for PUA for INNReach.
- **Pickup Anywhere Training.** Stephanie reminded everyone that the training for PUA in our area will be held at Harris-Stowe on 7/27 and 7/28.

5.   **Committee Reports**

- **Public Services.** Ying reported that the Public Services Committee will be meeting September 10. One possible topic for discussion would be PUA and the associated help screens.
- **ArchTech.** Fran reported that ArchTech had not met since the last Archway meeting.
- **MAAC (MOBIUS Access Advisory Committee).** Loretta reported that the June 15 meeting was her last meeting as Chair of MAAC and that it had been an interesting year. She commended Fran for composing the wording for the paging slip information for Millennium. The color of book bands for PUA was resolved. The *lender of last resort list* was reviewed and revised and it was noted that "the list works." It was announced at their meeting that Pat Seavey will be going to Stephens College and that the Kansas City Art Museum has been implemented. Loretta will continue as Archway's rep to MAAC with Bonnie as alternate.
- **MCAG (MOBIUS Coordinators Advisory Committee).** Cathye will be the rep to MCAG and that Kathy Schlump will be the alternate. Cathye reported that at the July meeting, MCAG decided that they needed to re-write the charge of the committee. They discussed agency software but were not ready to recommend it until it is in more general use by iii customers. Pat Seavey had recommended looking at output vouchers in acquisitions. One question being asked is does the whole cluster have to use it? Kathy reported that MCAG is questioning whether or not Cooperating Partners should be invited to send a rep to the meetings and whether or not they should have a vote because MCAG does deal with issues that could affect the Cooperating Partners. One question raised by Archway was participation vs. governance. While it may be useful to hear what they have to say, they are not members of MOBIUS so they do not have voting rights. Loretta suggested that one alternative might be for the Cooperating Partners to be allowed to select one voting representative from their group to sit on the Council and the advisory committees. Other MCAG questions concerned the issue of requiring Cooperating Partners to adhere to the same standards as MOBIUS members (which is not now the case). It may be that the Cooperating Partners Agreement needs some tweaking.
- **MCDAC (MOBIUS Catalog Design Advisory Committee).** Debbie reported that MCDAC had met the previous Friday but that no major decisions had been made. Baptist Bible College has gone live in the Swan cluster and the KC Art Museum will go live this fall in the WILO cluster. A new MARC tag (912) in the item record can be changed, is repeatable, and has subfield tags. It could be used either by the cluster or by individual libraries to add information to the item record. PUA was live as of Friday. Millennium Silver enhancements were reviewed. Carol Bennett was elected Chair of MCDAC. Debbie will continue as Archway's alternate.
- **MCMAC (MOBIUS Collection Management Advisory Committee).** Stephanie reported that MCMAC is holding an informational day on YBP and Blackwell approval plans on August 12. She also noted we need a replacement for Ann Riley, who has accepted a position at SIU-Edwardsville. Stephanie will become the rep and Jennie Dodillet will become the alternate.
- **MERAC (MOBIUS Electronic Resources Advisory Committee).** Jill provided a handout that had been distributed at the meeting showing the *MOBIUS Consortial Savings FY 05* for the electronic resources contracts in the cafeteria plan. Jill reported that the committee had just met and that George Rickerson had met with them outlining information gathered at a recent candidates' forum for Secretary of State. For the FY 07 funding cycle, the State Library will make the funding requests for electronic resources with specific targeted audiences in mind. MERAC will make the recommendations for the actual resources. This process does not include those electronic resources currently included in MOREnet funding. Other items discussed included full-text resources and federated searching, open URL resolvers, Arthur's redesign of their Web OPAC, PUA training, Washington University's Business Library moving under the auspices of Olin, cafeteria plan subscriptions, vendor direct

problem in knowing who is using what resources, and update of the MAROON database. MERAC will be surveying the clusters to put together a bid for the cafeteria plan, keeping in mind the State's focus on the life sciences. Sheila will be Archway's rep and Jill the alternate.

- **MOBIUS Executive Committee Update.** Linda reported that the EC will meet on July 23. At that time, they will set and publish the meeting dates for the Council and for the Executive Committee. The focus this year will be on strategic planning and two excellent co-chairs have agreed to lead this effort – Shirley Baker and Laura Rein. Linda will also be asking the Advisory Committee Chairs to provide summaries of the meetings for the Executive Committee to enhance the flow of communications.

6. **Open Logs.** Loretta reported an open log concerning grayed-out dates in Circ. Bonnie reported an open log that had been fixed concerning a requirement to fill in the "not needed after" date in the OPAC. Jill reported a problem receiving a message about "too many renewals" of a DVD when it was only the first renewal.

7. **Around the Table.**

8. **Adjournment.**

Next Meeting: Friday, September 24, at 9:00 a.m. at STLCOP

Recorder: Linda Bigelow