



**Agenda/Minutes of the**  
**ARTHUR Directors Committee**  
**Meeting**  
**January 14, 2011 at the State Library**

Member Institutions

Columbia College  
Lincoln University  
Missouri State Library  
Stephens College  
Westminster College  
William Woods University

Members Present:

Janet Caruthers	Columbia College
Erlene Dudley	William Woods University
Angela Gerling	Westminster University
Corrie Hutchinson	Stephens College
Jerome Offord	Lincoln University
Susan Morrisroe, Chair	MO State Library

Guests or Proxies Present:

Margaret Conroy, State Librarian	MO State Library
Sarah Irwin, Arthur Public Services Committee Member	MO State Library

1. Call to order at 1:40 pm
2. Adoption of the agenda
3. Approval of minutes
4. New Business
  - A. Discussion over the availability of MOBIUS Board Minutes, Documents, and Agendas was raised. Concern was expressed that either due to technological issues (via the website) or policy issues some of the aforementioned documents were not available to all members. Discussion continued concerning the availability in a timely manner, the history of transparency, and the overall communication between MOBIUS board, MOBIUS staff, and the Membership. It was decided that a recommendation addressing the concerns should be written and sent to the Board. It was decided that a liaison between clusters and the MOBIUS staff should be recommended to the Board.
  - B. On January 11, 2011 the MOBIUS office closed due to weather conditions. This raised the question about the policy for closing the Office. There was confusion as to what the policy was and exactly what holidays the MOBIUS office would observe and close. There was expressed concern due to the fact that the organization is no longer a state agency, but the staff are MU employees. It was recommended that the issue be raised with the Board and that a policy be created and communicated on the MOBIUS website. Discussion also raised the question as to the existence of an Operations Manual for MOBIUS. It was stated that the Manual in question is already on the list of goals for MOBIUS.
  - C. At the last Membership meeting in December, the changing of the MOBIUS Advisory Group charges was communicated. Discussion ensued regarding the effect of those changes on cluster level committees. Could Arthur 'committees' continue to be called 'committees' or would they need to change their names to 'groups' as well? It was decided that 'committees' could continue to be utilized and that certain statements in the charges of the committees should be added. Statements concerning voting rights, professional behavior, etc. were discussed. It was decided that Angela Gerling and Erlene Dudley would review all Arthur



**Agenda/Minutes of the  
ARTHUR Directors Committee  
Meeting**

January 14, 2011 at the State Library

Member Institutions

Columbia College  
Lincoln University  
Missouri State Library  
Stephens College  
Westminster College  
William Woods University

committee charges and make suggestions for changes at the next Arthur Director's meeting in March.

Discussion occurred concerning the possible combination of the Arthur Technical Services Committee and the Arthur Site Coordinators Committee. It was decided that the committees would combine and the respective chairs of each committee would become co-chairs of the newly combined committee until July 1, 2011 when the new committee would officially begin. This newly combined committee is directed to work on and create a new charge to submit to the Directors before July 1. It was decided that each institution could have multiple representatives, but only one vote on issues. The committee is encouraged to review the MOBIUS Advisory Group charges in the process.

Discussion over the best practices in technical services and database maintenance was engaged. It was discussed that the Arthur Technical Services Committee has a best practices document, but perhaps it needs to be reviewed and/or modified. It was discussed that perhaps an outside consultant could come to Arthur to present a workshop discussing the best practices with members. The consultant would focus on the needs of small libraries (such as the Arthur members). It was discussed that this could be beneficial to all members and decided that a proposal should be drafted to bring in a consultant.

- D. Sarah Irwin discussed the recent work of the Arthur Public Services Committee in regards to redesigning the Arthur OPAC using the options from III. The Directors noted the immense work completed by the APS Committee in a very short timeframe and commends them for their efforts. It was decided that the Directors would recommend that MOBIUS staff proceed with creating the mock-up of the catalog on the testing server using the recommendations of the APS Committee. Once the mock-up is created, testing and reviews will continue to be made. The Directors decided to direct the APS Committee to work on creating a survey to be given to both students and staff concerning the new catalog (before it goes live). It was also decided that the Directors would like to see the new catalog go live in early summer of 2011.

- E. The redesigning of the Arthur logo was discussed at the previous Directors' meeting and again in light of the offering of the MOBIUS staff to do some of the work. The Directors discussed the flexibility of the image, the theme, and the consistency of the logos in MOBIUS and decided that they would respond to the MOBIUS staff that they are interested in redesigning the Arthur logo. The Directors agreed that the digital flexibility of the current logo image was hindered and needed to be addressed. The Directors decided on the following guidelines for the next step in redesigning the logo:

1. Create 2 options: one with the Medieval theme and one without
2. Keep the name Arthur / we want to retain some uniqueness to the logo
3. Keep 'A MOBIUS Library Catalog' in the logo

The Directors decided that the APS Committee will work the MOBIUS staff on this project. The APS Committee will make a final recommendation to the Directors, but will also present all the options to the Directors.



**Agenda/Minutes of the  
ARTHUR Directors Committee  
Meeting  
January 14, 2011 at the State Library**

Member Institutions

Columbia College  
Lincoln University  
Missouri State Library  
Stephens College  
Westminster College  
William Woods University

- F. The newly created Public Library Options group was discussed and it was discovered that no one had volunteered.
- G. The new e-books available through the Project Gutenberg website were discussed. William Woods has already started investigating how to load the records and other Directors expressed interest in doing so as well. It was decided that William Woods would share the information they receive as they move forward and that the issue will be revisited in the future.

5. Adjourn Meeting at 4:40pm

6. Submitted by Corrie Hutchinson, 01/18/11

DRAFT