

Members Present:

Lucia D'Agostino Kat. Barden Sarah Irwin ,Chair Jill Mahoney	Columbia College Westminster College Missouri State Library William Woods University
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Members Absent:

OPEN OPEN	Lincoln University Stephens College
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Guests or Proxies Present:

N.A.	N.A.
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1. Call to order and introductions
Chair Sarah Irwin called the meeting to order at 2:00 p.m. at the 2nd floor conference room of the Missouri State Library.
2. Adoption of the agenda
The agenda was adopted by acclamation.
3. Approval of the Minutes
Minutes of previous meeting was moved by Lucia D'Agostino, seconded by Jill Mahoney, and approved as submitted.
4. Information Items
Open seats on the committee were noted for Lincoln University and Stephens College, further informational items were deferred to "New Business."
5. Unfinished Business
 - Reported catalog requests for local holdings is unique to each institution and may be decided by the particular library. The issue of catalog requests by patrons for local holdings was deferred to the individual libraries.
 - FAQ will be dropped as interfaces and processes are not cluster specific. Lucia D'Agostino moved, Sarah Irwin seconded, unanimously approved
 - Best Practices – Review of the working document found references to "Millenium." These items were identified, changes made based on Westminster College's Circulation Manual will be emailed, and an online vote will be reported to the Directors.

6. New Business

- MAT types approved as presented, video may be placed wherever as it is not part of the permanent advanced search criteria MAT type –Lucia D’Agostino moved, Jill Mahoney seconded, unanimously approved
- Round table synopsis: William Wood University implemented Proquest Research Companion for Information Literacy Instruction, Columbia College implemented Easy Bib, Westminster College implemented Ebsco Discovery and Literati Tutorials, Missouri State Library reported sessions with Department of Agriculture and Trialing EBSCO A to Z.

7. Adjourn Meeting

Meeting was adjourned at 4:15 p.m.

8. Kathryn Barden, Westminster College, submitted the minutes

Guidelines

- Provide brief highlights of discussions. Minutes are not a transcript of the meeting.
- Provide names of the persons making and seconding motions.
- Be careful about using abbreviations or acronyms without providing the full name of the entity as some persons may not know what the abbreviation or acronym stands for.