

Present: Georgia Baskett, Catherine Craven, Brenda Ragan, Corinne Caputo, Marcia Stockham, Jim Dutton, Joni Blake

1. Old Business - The "outloc" field has been activated, the contact list has been updated, Public Services Committee requests have been completed, and links for committees have been added to the Arthur webpage. There has been no further word on the "expand all" requests for MilCirc. Marcia will contact the help desk about the status.
2. Joni reported on the Mobius Access Advisory Committee meeting. The Lanter label page has been updated and now allows printing labels on individual 4x6" cards. The committee is also drafting a revised "lost book fee" policy that would include a \$20 non-refundable processing fee. There was also discussion of an annual reconciliation period where replacement costs for each library would be paid. We can currently see the list of institutional overdues at sequoia.lso.missouri.edu/inn_reach_reports. Check with your site coordinator for the username and password. Everyone is currently participating in the visiting patron option, but there is no method to evaluate the process yet. The requests from Arthur were discussed. The committee did not want to extend the loan period to 30 days at this time, because the current version of the INNreach software does not allow recalls. When that option is available, the committee may reconsider loan periods. The majority of the committee was not in favor of raising the limit of borrowed items. The representatives are going to discuss this issue with their clusters, but most felt that the possibility for larger bills incurred by delinquent patrons and increased liability for the patron's library was not a good idea. The committee felt that using traditional ILL was an acceptable solution for those students who may have a legitimate need for more books than the current limit. The rules were set up for the MOBIUS group to observe, and individual institutions should not try to circumvent them. For complete minutes of the meeting, see the committee webpage.
3. Corinne shared the JSTOR message that Westminster is adding to their serial records. It will inform users that the link is only available for Westminster students.
4. SCAT tables were reviewed. It was decided to remove the local classes of AUD, E A, FIC A, MIC, MOT, and SLI because no one currently uses those labels in the call numbers. FB, KIT, and VID will remain. Since Inas was absent, Marcia will check with Lincoln to be sure the proposal is acceptable, and then start entering the changes on the system. Georgia will proofread the changes.
5. Cleanup - Marcia asked if we could each be responsible for emptying review files that are no longer needed. There are several with non-conventional names, some that look as if they were "tests" or quick lookups but never emptied, some from 1999 (are these still valid and usable?). It would be nice to have more of the smaller files available if they are no longer needed. There are also some records in reserves that look as if they were created for training purposes. It was decided not to delete them because they may be used for current training. Jim said he would look into having the MCO use a code to let us know what records are current for training purposes.
6. System-generated recalls were discussed. The poll of the Library directors indicated that they did not want items recalled before the 30 day loan period without staff intervention. Lynne Edgar and Jim Dutton talked about the possibilities and settings in the loan rules that allow this to happen. Lynne is still waiting to hear from III, but it looks as though we may want to enter "999" in the elig to recall field for our cluster patrons. If so, staff recall would need to be initiated through course reserves. We decided to not make changes in the rules until further information is obtained.
7. The question was raised as to whether we can add our own notes (free text) to the notices for hold cancellations. We currently have two options: item placed on reserve, or item not on shelf. We agreed to ask the help desk to also add notices with the following reasons: item missing, item does not circulate, item at bindery.
8. The duplicate bibs from the Authority load should all be gone now. If we come across any dups, please let

Lynne know. The records are now being loaded and overlaying properly.

9. The next meeting is scheduled for Dec. 4 at 9:00 am at MCO.