

Arthur Directors Meeting Minutes from May 7, 2009

Present: Janet Caruthers, Erlene Dudley, Angela Gerling, Corrie Hutchinson, Sue Morrisoe, Liz Wilson.

The first item on the agenda was the selection of ARTHUR representatives to the MOBIUS Advisory Committees. After some discussion it was decided that we would try to keep with the alphabetical rotation of institutions (Columbia, Lincoln, MOSL, Stephens, Westminster, William Woods). If the situation should occur where one institution ended up with more than two representatives on the statewide committees, then that institution would pass and the rotation would continue down the list.

With the new Advisory Committee structure each cluster has a member representative and an alternative representative to allow for carry over from year to year. The alternate rep will move up to the active member during their last year of service. Each year the Directors will appoint the new Arthur alternate member for the statewide committees. For 2009 – 2010 the Arthur representatives will be as follows:

MOBIUS Advisory Committees – Arthur Reps for 2009-2010	Primary Member 2009-2010	Alternative Member 2009 - 2010
MAAC - Access	Sue Reed – MOSL	Cindy Schoolcraft - WC
MCDAC - Catalog Design	Corrie Hutchinson–St.	Kathy Renner - WC
MCMAC - Collection Management	Tom Schultz – WWU	Vandy Evermon - CC
MACPAC Conference Planning	Rinalada Farrer – Lin.	TBA - MOSL

Chairs for the Arthur Cluster Committees for 2009 – 2010 will be as follows:

Arthur Committee	Current Chair/Institution	Chair starting July 1, 2009
Directors	Erlene Dudley – WWU	Janet Caruthers - Columbia.
Coordinators	Nason Throgmorton – Columbia	Inas El-Sayed - Lincoln
Technical Services	Tom Schultz – WWU	Vandy Evermon - Columbia
Public Services	Louis Marshall – Lincoln	Sarah Irwin - MOSL

Beth has requested that even though the Directors make the committee appointments the names of new representatives, chairs, etc. should be sent to the cluster site coordinator chair who will then forward them to the MCO Help Desk for updating the web information.

Guidelines for the chairs of Arthur Committees were reviewed. After some discussion, it was suggested that the incoming chair be responsible for taking minutes. It was also decided that all Arthur Committees would have their first meeting, face to face, sometime from July 1 – Aug. 15 each year. At the first meeting the four meeting dates for the academic year should be planned and posted on the MCO website. Then about two weeks prior to each meeting the chair can check on agenda items and cancel if there are no agenda items. Meetings can take place as long as a quorum of the members is able to attend. For our cluster a quorum equals four members (one-half plus one). Two meetings a year are required for all Arthur committees.

Erlene and Janet reported on the new web site. All Mobius members who have an account for the web site will be able to view the minutes for all of the statewide committees. The only thing that remains private to those currently on a committee is the list-serv for each committee. This is largely to avoid confusion since some items are just under discussion and not final. Those not on the committee may not realize where the committee is in the discussion process. The issue of cluster documents on the new MCO website was also reviewed. Erlene reported that templates are being created for committees to use for reporting minutes to MCO. Training for new advisory committee members will also take place during the annual conference.

Erlene gave a brief history of the relationship with Library Systems Office (LSO) at the University and MOBIUS. A new contract and memorandum of understanding has been signed to contract the electronic resources functions of MCO through LSO. MOBIUS negotiations will be separate from any of the university packages.

Staffing changes in Morenet were announced with the retirement of Bill Mitchell, the former director and Bill Giddings, the former library liaison with Morenet. The MOSL and Morenet will continue to fund the REAL project for educational institutions across the state.

The next item on the agenda related to previous issues with the Arthur Technical Services and Coordinators committees. The following issues were discussed:

1. Formats: According to the Library of Congress Standards and the standards for MARC 21, each type of physical format should have its own record. Records should NOT be joined because of the same title. The issue of de-duplicating by L.C. card # was also mentioned. There is a chance that RDA will help deal with this issue.
2. Authority Control Clean Up: It was decided that each institution will take care of their records. No other institution should touch another's record unless it is for authority cleanup on subject headings and author's name. There is a difference manual/checklist that should be the standard for whether to make changes or start a new record. Several Directors mentioned ongoing problems for the past several years with a site coordinator making changes to records of other institutions even after being asked not to change their records.
3. Local Practices and Procedures: Frustrations with getting the compilation of the cluster's local practice or procedures for cataloging corrected to reflect actual current practice was expressed.
4. Unprofessional behavior: In the past there have been some behaviors displayed by a committee member that others have interpreted as inflexible, insensitive, and disrespectful.

The ARTHUR Coordinators/Technical Services committees will attempt to resolve past disagreements over cataloging standards and policies by jointly working on documenting local cataloging standards, practices, and procedures; identifying changes that may/may not be made to records; and identifying best practices for effective collegial participation in a union catalog such as ARTHUR. Information will then be reviewed by the Arthur Directors committee for approval.

Respectfully submitted, Angela Gerling