

1. The meeting was called to order and the participants were introduced.
2. The last meeting's minutes were approved. Ethan Cordray from Lance Cluster agreed to take minutes for this meeting.
3. Cluster Reports – Only the following clusters had reports:
  - a. Lance – reported that they were redesigning their logo and OPAC.
  - b. MCO – reported that they were still looking to fill an open position, and that they had updated the advisory policy.
  - c. Quest – UCM reported that they had held a “Murder in the Library” event, which had been a success.
  - d. SLU – reported that they had had staff changes at Pius Library and at the Law Library.
  - e. SWAN – reported that the Circulation meeting was going to be held on November 10<sup>th</sup> at Missouri Southern State University.
  - f. WASHU – reported that they had implemented a new custom template for INN-Reach requests. They had also had a problem with LDAP sign-on, caused by having a “\$” in a password.
  - g. WILO – reported that they were preparing to change their cluster name to Kansas City. Also, Rockhurst University had adopted a new logo.
4. Information Items:

Covered information related to the “renewed too many times” report.
5. Unfinished Business: none.
6. New Business
  - a. Lenders of last resort: The list was updated. The only unknown candidate at the meeting time was Truman State. The Lance representative agreed to contact them later to find out whether they wanted to be on the list.
  - b. For damaged books or replacement copies, it was decided that a copy of the original request and any additional documentation of the damage or replacement purchase should be enclosed along with the item when it is returned to the lender.
  - c. Merlin wanted a list generated of what schools accept replacement copies for lost/destroyed lend materials. Scott asked everyone to collect that information from their cluster mates, so that he could add it to the website.

- d. Lance was planning to begin loaning out A/V materials within the cluster. The Lance representative asked for feedback from other clusters that already do this, so that they could share any tips or warnings.

Ozarks Technical College (in SWAN Cluster), Towers Cluster, Quest Cluster, and MU Health Library all offered suggestions. Missouri State, Drury, and SLU all mentioned that they did not currently lend A/V, but they also had suggestions.

- e. There were questions about whether First Choice was regularly exceeding expected in-transit times. WASHU reported that they had had problems with their courier and had noticed a lot of items on the In Transit Too Long Inn-Reach report.

Scott reminded everyone to use the Problem Report Form on the Mobius website to record all incidents of delayed or missed deliveries.

- f. There was a question of whether MOBIUS statistics might indicate an overall decrease in borrowing and lending activity.

Also, Lance had a question about clearing Returned Too Long items. Truman State had encountered a problem with those items never being cleared, going all the way back to 2003. It was preventing them from deleting patron records with the virtual items still attached to them. They wanted to know if it would be possible to automatically clear the items after some period of time.

Merlin and SLU both agreed that auto-clearing would not be desirable, due to auditing requirements. WASHU suggested that individual items could be manually pursued and cleared. Scott suggested that there should be a set procedure for following up on the items.

There were various suggestions of how to assign responsibility for old items. It was generally agreed that 6 months should be the period of borrower responsibility, but that it might take more than 6 months to resolve the status of a particular item. Representatives agreed to consult their cluster mates on what a proper procedure should be.

It was agreed that there should be no automatic clearing of Returned Too Long items, and each one should be manually checked.

- g. There was a question about how to clear virtual records. Scott agreed to add the information to the INN-Reach Report Procedure document.
- h. There was a question about forwarding INN-Reach requests to other libraries. Currently, this can be done manually. SLU suggested that items needing a transfer should appear in the Requested Too Long report.
- i. WASHU brought up an issue from the last MCDAC meeting. There was a problem with mapping status codes to item requestability.

Scott explained in detail how Millennium status code mapping to Loan Rules works. There can be a conflict between the characters used in the central INN-Reach server and local cluster servers. The “%” sign can be mapped to “MOBIUS Returned” in local cluster servers, but it always indicates “Non-Requestable I-

Type” in the central INN-Reach Server. This means that INN-Reach always considers items with “%” to be non-requestable, regardless of local cluster settings. The manual seems to indicate that this should not be the case.

Scott indicated that this problem could probably not be easily fixed, as it would likely require a change by III. He agreed to investigate the matter.

It was decided that the tables on the MOBIUS website explaining status code mapping should probably be moved from their current location to make them easier to find for those affected by the problem.

- j. There was a question about identifying libraries’ correct contact personnel for MOBIUS issues. It was agreed that libraries should list MOBIUS and ILL contacts, rather than the current “Circ” and ILL contacts. Scott agreed to collect this information from all MOBIUS members and update the Circulation and ILL Contact List page.
7. The next meeting was scheduled for February as an online meeting.
  8. The meeting was adjourned.