

Members Present:

Brown, Rhonda Davis, Michael Ehrstein, Deb Gelber, Karen Gnuschke, Roe Gornell, Renee Kohler, Ellie Lambert, Joshua Mick, Dawn Peterson, Scott Ruleman, Alice (Chair) Vaughn-Tucker, Dani Walter, Leisa Young, Lisa	Springfield Greene County Library, SCCL Camden County Library, Camden County Washington University (Olin), WashU Missouri River Regional Library, MRRL Missouri Western State University, Towers Goldfarb School of Nursing Rockhurst University, WILO Missouri State University, SWAN Missouri University of Science & Technology, MERLIN MCO University of Central Missouri, Quest Southeast Missouri State Univ – Kent Library, Galahad A.T. Still University, Lance Lindenwood University, Bridges
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Members Absent:

Stawski, Nina Vogel, Joanne	Stephens College, Arthur St. Louis University Law Library, SLU
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Guest or Proxies Present:

Strohl, Steve	MCO
Hopkins, Justin	MCO
Pritchard, Lisa	Jefferson College-Hillsboro, Archway

1. Chair, Alice Ruleman, called the meeting to order at 9:57 a.m.
2. Minutes from the February 6th, 2014, meeting were approved – motion made by Joshua Lambert and seconded by Rhonda Brown
3. Steve Strohl introduced himself and briefly introduced Tulsa City-County Library joining MOBIUS
4. Cluster Reports
 - (a) Archway – no reports
 - (b) Arthur – In Nina Stawski's absence, Alice Ruleman reported staff changes at Stephens College Library. Stephens College currently has an opening for Library Director.
 - (c) Bridges – no reports
 - (d) Galahad – SEMOS has a new assistant director, his name is Musa Olaka. He has been with them for about 8 weeks now
 - (e) Goldfarb – no one present at the time of Cluster reports
 - (f) Kansas City – no reports
 - (g) Lance – no reports

- (h) MCO – Scott mentioned that Steve and Justin will cover MCO reports. Steve announced that MCO is making revisions to the label maker.
- (i) MERLIN – Barnes Library at UMSL is closing. Books are being moved to off-site storage. June Deweese from MU is retiring.
- (j) MRRL – MRRL is looking for a new Library Director and will be switching to Sierra soon.
- (k) Quest – CMOST filled a staff position for late night hours and are beginning a search for a User Services and Assessment Librarian.
- (l) SLU – no one present
- (m) SGCL – no reports
- (n) SWAN – no reports
- (o) Towers – no reports
- (p) WashU – WashU will begin streaming DVDs on their course reserves soon.

5. Information Items – none

6. Unfinished Business

- a. Books on search and claims lists – Scott acknowledged that as no one had said they still used or needed the lists they would be deleted.
- b. INN-Reach Ptype remapping follow-up - Scott followed-up to see if there were any lasting issues/problems, and it looked like there were none.

7. New Business

- a. Lenders of Last Resort – WashU and MU wish to remain on the list
- b. AV shipping issues (Scott) – Ellie said it's difficult to track the exact same packaging the item arrives in. Dawn agrees, but states that libraries should get the same type of protection they send items out in. Several stated they had received cracked DVD cases. Ellie made a suggestion to make a note about type of packaging the item is received in. Alice stated that the overarching issue could be a training issue. Perhaps some students don't realize that DVDs need padding. Roe stated she has received some DVD returned with no packaging. Ellie agrees that it could be a training issue. Dani asked to be contacted when other libraries receive one of their items with no packing so she can quickly resolve the issue. Alice encouraged everyone to give feedback to libraries when they receive items with no packaging or damaged items from too little packaging. Dawn asked if we can set a minimum of packaging that must be on the DVDs. Deb stated that the AV Taskforce Committee agreed to follow ILL code for shipping standards. Alice asked if 2-3 members want to get together to discuss adequate wrapping, but Scott and Rhonda both reiterated Deb's statement that shipping/ DVD-packaging guidelines have already been established. Alice asked the members to share the shipping guidelines with our cluster-mates.
- c. Delivery bag inventory – Scott announced that the annual delivery bag inventory will be held the 3rd week of May. He will send out email reminders. Rhonda asked if MCO will order additional bags with all the new libraries coming on. She noticed that quite a few libraries have been running low on bags lately. Scott replied that this has not been discussed yet.

- d. ProMo & Tulsa City-County Library – Steve announced an early August go-live date for Pro-Mo service for Colorado Library Alliance. Both catalogs will be linked together by one link. Tulsa will go live soon and remain its own cluster. Alice, Deb, and Steve have been working on policies and procedures. There will not be many fundamental changes. Bags, green bands, and most policies will remain the same. SGCL and Tulsa have been buddy-testing by requesting back and forth and experimenting the hand off between First Choice and Amigos. A 5-day per week delivery service will remain. MOBIUS will be using other couriers as items go out of state. The new labels will look a bit different as different couriers have different expectations. Alice stated that she is excited to participate in both of these, as patrons will be able to find items in the INN-Reach catalog easier. Dawn asked if bags will be able to get sent and send back. Steve said that Amigos bags should be sendable; no special rules as far as he is concerned. Ellie clarified by asking if MOBIUS and Amigos bags are interchangeable? Steve said it would be confusing early on. Alice encouraged libraries to send MOBIUS books back in MOBIUS bags. Deb stated that this would be a good discussion point in the next conference call. Justin asked about the barcodes on bags. Scott stated that Amigos (TAE) has their own barcodes. Overall, the committee determined that these questions need to be answered about the bags and barcodes on the bags.
 - e. New label maker – Justin unveiled the new MOBIUS label maker that includes all the Amigos libraries. The new label maker now features a search field on the drop down menu. It also features a new format with a bigger name font. Ellie asked if we can search by OCLC # or Code. Justin replied that you can search by code but not by OCLC#. Lisa P. asked if he could demo a couple. He does. Renee asked if all new libraries will be all on the same list or narrowed by state. Justin replied that narrowing by the state is unnecessary. Scott replies that all libraries will be on the same list. The numbers are TAE route numbers as they don't use print names. After a bit of discussion, Justin and Ellie agreed that looking up by OCLC # or code could be helpful, but not having it print on the label. Justin asked if the committee wanted to do that and no one answered. Deb did interject that some universities have more than one OCLC symbol. He continued to explain the new label layout. The "from" area now features just the library name instead of the street address. The "Intersource" is now features as a pre-fix to the library's name. The Intersource is the delivery provider of the destination library. Justin asked when the committee wanted to make the new label maker live. Joshua said it looked efficient as is. Justin explained that the best way to test it is just to begin using it. He said he can always add OCLC #s later if the committee decides we need them. Alice encouraged the committee to begin playing with it. Joshua said that we should set a go-live date and go with it. After some discussion, the committee decided to go live May 6th, the following Tuesday. The committee was instructed to tell our cluster-mates and test it and that it is going live Tuesday, May 6th.
 - f. Discussion about next chair – Alice explained that we are reverting back to the old way of choosing a chair: going in alphabetical order instead of volunteering. The Archway rep will be next year's chair, starting in July.
8. Next Meeting: July (in Columbia) – date will be determined as it gets closer
 9. Adjourn Meeting: Meeting was adjourned at 11:19 a.m.
 10. Minutes submitted by Lisa Young from Lindenwood University