MERLIN/MOBIUS Circulation /Reserve (MCRC) Committee Meeting
January 11, 2000
LSO Office

Attendees: CHAIR: Elizabeth Ader (UMKC Miller Nichols), Mary Anderson (UMKC Miller Nichols), Amy Arnott (UMSL), Mary Jo Barbush-Weiss (UMR), Doris Beeson (SLU Pius), June DeWeese (MU Ellis), Judy Fox (WU Olin), Carol Greene (MU Ellis), Gary Harris (LSO), Barbara Hufker (UMSL), Resa Kerns (MU Law), Mary Ann McFarland (SLU HSCL), Scott Peterson (UMR), Larry Ruzich (UMKC Miller Nichols), MaryAnn Samson (SLU Law)
Guests: Robin Kespohl (MOBIUS Implementation Coordinator)
       Cathy Stubbs (LSO)

Announcements
Chair Elizabeth Ader announced that Mary Jackson will be in St. Louis March 31, 2000 for the MERLIN Directors meeting.
Gary Harris introduced Cathy Stubbs, new LSO member. Cathy will be working with patron records, loads, and routine operations. Previously, Cathy was Government Documents Reference Librarian at Ellis Library.

I. Approval of Minutes
     The Minutes from the September 16, 1999 meeting were approved.

II. MOBIUS Updates
Gary Harris announced that the Arthur Cluster came online for Circulation January 3, 2000 and is running the Millennium Circ module. The five institutions that comprise the Arthur Cluster are: Columbia College, Lincoln University, Stephens College, Westminster College, and William Woods University. Arthur plans to implement the "Get" function the first week in February and turn Inn Reach on the end of March. The St. Louis Red Group has been named Archway and is scheduled to come online within the next six months. Our committee will need to know which clusters turn on the "visiting patron" option. Perhaps this can be discussed at the next MOBIUS Access Advisory Committee meeting; Elizabeth will represent MCRC at that meeting.

Gary indicated that he will install Inn Reach Release 2000 after ALA Midwinter. He was not sure how long it would take, but the MERLIN upgrade took only 46 minutes. The consensus of the committee was to do the upgrade on a Friday afternoon. Gary will notify the committee in advance.

 III. LSO Updates
* Help Desk: LSO is beta testing a new Help Desk Call Tracking system called the Remedy System. They hope to roll out by February. The new system will have a web "help" request feature to create a ticket with call tracking; users will be able to check on the status of requests. There will also be an "urgent" status. "Action Items" from MERLIN committees will be folded into the Remedy system.
* Bookbands: It was decided at the MIRACL Board of Governor's meeting that we do not need to stamp dates on bookbands (except for the due dates of course).
* Printing Schedule: Gary reminded everyone that it is important to abide by the Notice Printing Schedule. It is all right to print notices after your scheduled time as long as the notices have been processed. Paging slips can be printed at anytime. It is best to run statement of charges after 6:00 PM weekdays or on weekends.
*CS Direct: Harris discussed Customer Service Direct from III. Access is

restricted by password. Harris will meet with III at ALA Midwinter and ask for a MOBIUS wide password and address other concerns, such as open calls not being updated, about CS Direct. There are FAQ's and tutorials available from CS Direct.

IV: Lanter MOBIUS Delivery Service
Robin Kespohl thanked everyone for supplying bags to the smaller libraries. Tubs can still be used as well as the bags. Everyone is satisfied with the courier service thus far; only one bag has been reported lost and that one may have slipped out of a truck in North Kansas City. The couriers are friendly and efficient.

V: MOBIUS Access Advisory Committee Meetings
Judy Fox discussed the MOBIUS Access Advisory Committee Meeting scheduled for January 25, 2000. Judy distributed the following: Proposal on Interlibrary Lending Within MOBIUS--Draft 12/6/99 and Proposed Statistics To Be Kept by MOBIUS Libraries--Draft 12/15/99. These documents were drafted by the MOBIUS Access Advisory Committee. The MOBIUS Health Science Library Directors have expressed some concern about the proposal for not charging for interlibrary loan transactions within MOBIUS (delineated in the 12/6/99 proposal). When other clusters come into MOBIUS, MCRC should establish parameters to breakout statistics. Statistics will be discussed with III at the ALA Midwinter meeting. Judy has asked III for P types for each MOBIUS institution (will need 50). The Access Advisory Committee will discuss the following at its January 25 meeting: workshops on Interlibrary Loan through the state; survey on Ariel use with possible proposal for group purchase; plan to acquaint new members with existing MOBIUS procedures; preparation for the Arthur Cluster; replacement costs for lost items; Proposal on Interlibrary Lending Within MOBIUS. MCRC will need to revisit several of these issues after the Advisory Committee meets.
Judy also reminded everyone that there are many MOBIUS items with a status of Returned to the Institution, but still checked-out on the Virtual Record; everyone needs to monitor their records.

VI: Procedure for Lost Book Reimbursement
June DeWeese raised the issue of determining what home library patrons owe to other libraries. It is easy to determine who has your own library's books, but not easy to determine what your patrons owe to other libraries. Gary constructed a list on MERLIN using the parameters of home library, location, and status "n"; however, the search did not retrieve a list of only billed patrons to other libraries. Gary will investigate further. The current replacement fee is $120.00. At MU, the Library cannot reimburse a patron with money if the patron later finds an item after he/she has paid for the replacement. The committee agreed that a patron will not be reimbursed if the patron finds an item after it has been replaced. Barb Hufker proposed that the Institution reimburse for a lost item if a patron has not paid a bill for 18 months after the bill date.
The committee agreed that Libraries will notify each other of billed items once a semester, within October/November and March/April. First exchange will be March/April 2000.
Washington University and Saint Louis University prefer to receive the money for a lost item, rather than a replacement. The question of out of print items was also raised. MU Ellis bills $240.00 for an out of print item. The University of Missouri libraries cannot cut checks to each other.

VII: Items Requested/Not Paged

Mary Anderson discussed the problem of items requested but not paged. Everyone needs to review the list of OUTSTANDING HOLDS and check local shelves. We need to post to the list items that have not reached their designated location. Everyone has an obligation to try to resolve as quickly as possible.

VIII: Dual Status Patrons
Doris Beeson and Mary Jo Barbush-Weiss reviewed a problem with a patron that was enrolled at both SLU and UMR. Many patrons have a legitimate dual status. Gary reminded us that the overlay point for patron records is the university ID. If a duplicate record is busy when new records are added, the system will insert a new record. If money is owed or items checked out on a record, the system will also not overlay. The committee agreed to discuss dual status records at its next meeting.

IX. Release 2000 Update-New Reports
Judy Fox reported that there are 3 new reports available in Release 2000: in transit; requested status for more than 3 days; received status for more than 3 days.

X. Election of New Chair
Elizabeth asked for nominations for new Chair; Amy Arnott volunteered to Chair the committee and was unanimously elected.

XI. Set Meeting Dates
Amy asked about the scheduling of future meetings. After discussion, the committee agreed to schedule the next meeting for March 15, rather than the scheduled February 1 date. Consensus was that the committee would need to meet around the time the Arthur cluster comes up in MOBIUS. Doris suggested that it is preferable to schedule meeting dates in advance and then cancel if there are no agenda items. Meetings are scheduled for: March 15, April 5 and June 14. Amy reminded the committee to post agenda items to the list and supply sufficient background information.

XII: Other Items
Mary Ann McFarland asked about scheduling times for transfer of Usage Data into MERLIN. Mary Anderson pointed out that UMKC uses only IUSE 3 data so only UMR and SLU-HSC need to work-out schedule for transferring data. After UMR has procedures in place, LSO will coordinate times with SLU-HSC.

XIII: Action items
1. Gary will investigate if it is possible to construct a list of a Library's home patrons that owe money to other institutions.
2. MCRC will review the issues surrounding dual patron records and deleting patron records and try to formulate guidelines.
3. MCRC will implement the exchange of Billed Items Information March/April 2000.

The Committee adjourned at approximately 2:30 pm.

Recorder: Mary Ann McFarland

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