Minutes: MCRC Meeting
September 16, 1999

The MERLIN/MOBIUS Circulation/Reserve Committee met September 16, 1999 at 10:00
a.m. in the LSO Office.

Chair, Elizabeth Ader presided.

Present: 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 (Washington U.), Carol Green (MU Ellis),
Gary Harris (LSO), Bob Heidlage (LSO), Barbara Hufker (UMSL), Resa Kerns (MU
Law), Mary Ann McFarland (SLU-HSCL), John Meyer (MU Ellis), Scott Peterson
(UMR), Mary Ann Samson (SLU Law).

The June 17, 1999 meeting minutes were approved.

I.   MOBIUS Update

? The MOBIUS machine has been upgraded successfully.
? The first new MOBIUS cluster should be going on-line by January 1, 2000. It may
be up to 3 months before INNReach is turned on. LSO will notify us when other
clusters become full MOBIUS participants.

II.   LSO Update

? Gary asked how the MOBIUS Overdues were working. Everyone agreed that they
were working, but the printing process is a little clunky. This is primarily a III
problem, and there isnt much we can do with the product we have. Gary
encouraged all of us to express our individual frustrations to III. [enhance@iii.com]
? Bob reminded all of us that when we are using Outlook to send messages to the
listserv, we should use plain text [not HTML]. And, attachments should be inserted
into the body of the message rather than an attached file. This will ensure that all on
the list will be able to read the stuff we send.
? Gary reported that LSO is hiring another Library System Support Specialist, who will
be spending a lot of time working on database loads.
? Gary asked about the recent III training. Several members said it was good and
useful. Elizabeth reported that UMKC is working on producing documentation and
checklists for training staff on core competencies, and may be able and willing to
share with the others.
? Fines Paid File: everyone agreed it needed to be increased to 40,000. Christopher
Gould will contact III. Gary gave a brief demonstration of how this information can
be exported to a spreadsheet or database, saved, and manipulated.

III.   Millennium Circ.

? LSO will upgrade the MERLIN and WashU machines sometime next year. After
that, each library can establish their own timetable in upgrading workstations and
implementing Millennium Circulation Modules.

IV.   Lanter MOBIUS Delivery Service

? Committee members received copies of draft procedures and instructions for using

the Lanter Delivery Service.

? Lanter plans to do a dry run of the process on the Friday before the Monday when services commence. On the dry run, Lanter will go to each pickup/drop location and deliver supplies. The date this will actually happen depends on when our delivery bags are available [they are currently on order].

? The committee members primary concern is with the number of bags ordered. Many members expressed their opinion that there will not be enough bags available to meet their delivery needs. Robin Kespohl acknowledged that the number of bags ordered was mostly arbitrary [based on another library groups experience], but she will request more bags when we can demonstrate the need. Committee members agreed to collect statistics next week on the number of items that come in and go out among the various MOBIUS libraries.

V.   Patron Records

? Gary gave a detailed and useful explanation of how patron loads work, and how duplicate records are created in the patron database.

? The recent problem with excessive duplicate records seems to have been fixed.

? Expired Records: Members discussed the list the Gary created of expired patron records to delete. In addition, Members requested that patrons should not be deleted if there is a note attached to the record, or if the patron is an institution, rather than an individual. LSO will delete these expired records.

VI.   MOBIUS Transactions

? Overrides: Everyone agreed that no one should override a block without obtaining permission from the library who blocked the patron.

? Renewals and Loan Periods: Members agreed that we would like to make two changes in the MOBIUS loan rules. The time before renew needs to be longer [15 days]. The institutional loan role doesnt need to allow as much time for travel members agreed that an institutional loan rule of 31 days would be sufficient. [Action item for Gary]

? Renewals: Members agreed that generally libraries should honor too many renewals, and books should go back to the owning library after renewals have been exhausted.

? Local Consortium Issues: Members agreed that libraries will handle their own local consortium issues that arise as various categories of patrons become part of the MOBIUS database.

? Claims Returned: Members agreed that libraries should not change status of an item to claims returned unless they are the owning library.

? Institutional Overdues: LSO will generate the report by patron and will send to the MCRC list each month. Each library will deal with their own patrons holding overdue books.

? Payment for books that arent returned: There was some discussion of how to most effectively pay institutions for lost books. Gary suggested some sort of voucher system. There was also discussion of making direct payment as we go. Gary agreed to present a plan to the Directors if we will give him some comments on how we want to do it.

VII.   MOBIUS Advisory Groups

? LSO advised the Committee that 4 advisory groups had been set up to advise the MOBIUS council. One of those groups is an Access group. Each cluster should have one representative to the group. The committee agreed to make a

recommendation to the MERLIN Directors that the current chair of MCRC should be the MERLIN Clusters representative to the MOBIUS Access Group. This group will be meeting at the LSOs office on Oct. 22.

VIII.   Use of Social Security Numbers as unique identifiers

? Elizabeth distributed an e-mail discussing the use of SSN as unique identifiers for direct patron borrowing activities. There was no discussion of this issue just a point of information.

IX.   Returning Items to the Depository

? If you are depositing items in the depository, use tubs and send by UM courier.
? If you are returning items that were borrowed from the depository, use Lanter delivery system.

X.   Copyright Presentation

? Everyone is invited to the Copyright Presentation on the UMC campus, Oct. 26, 1999, 10:00 12:00 in the Memorial Union.

XI.   Shredding Book Bands: Yes. All committee members agreed that there was no need to retain book bands at this time.

XII.   Next Meeting

? The next committee meeting is scheduled for November 16, 1999.
? At the next meeting we will elect a new chair.
? It was moved and seconded that we adjourn. Meeting was adjourned.

Resa Kerns, Recorder