Members online for the meeting:

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| Bathsheba Love, 2017-2019(Committee Chair) | Library Circulation Services | Missouri Valley College |
| Eileen Condon, Board Member | Dean of Libraries | Webster University |
| Clara Fehrenbach, 2017-2019 | Interlibrary Loan and Reserves  Librarian | Washington University |
| Bradley Kuykendall, 2018-2020 | Reference Librarian | Lincoln University |
| Shelly McDavid, 2017-2019 | Head, Access Services | Missouri University of Science and Technology |
| Donna Monnig, 2018-2020 | Library Services Specialist | Moberly Area Community College |
| Robert Powers, 2018-2020 | Access and Learning Services Librarian | Rockhurst University |
| Lisa Young, 2017-2019 | Access Services Director | Lindenwood University |
| Steve Strohl, MOBIUS Organizer | Associate Director, Member Services | MOBIUS |
| Donna Bacon (Ex Officio) | Mobius Executive Director | MOBIUS |

Members Present, 9/25/2018:

* Bathsheba Love
* Lisa Young
* Shelley McDavid
* Clara Fehrenback
* Donna Monnig
* Steve Strohl

Members Present, 9/26/2018:

* Bathsheba Love
* Eileen Condon
* Robert Powers
* Steve Strohl

**Charge:** *Working in conjunction with the MOBIUS staff, this committee will provide input into the circulation and interlibrary loan functions of the MOBIUS Union Catalog. This can include policies, functionality, and other areas related to the courier system and its ability to move physical materials effectively among MOBIUS Member and partner institutions.*

**Website:** <https://mobiusconsortium.org/node/95>

*(Information on the committee, including past agendas and meeting minutes.)*

**Connection information**: On the web at <https://www.uberconference.com/mobius1> (there is a connect by phone option where the system call you or you can connect via voice over IP to your computer). Another option; you can also dial-in separately by calling **573-369-6832**.

**Email lists:**

* Committee Only is **comm-circ-courier@lists.mobiusconsortium.org**
* General Interest is **circ-courier@lists.mobiusconsortium.org**

Welcome by Bathsheba & Steve.

1. Call to order by Bathsheba and summary of purpose to discuss the survey results.
2. We went through the questions and results one at a time.
3. Discussion points include:
   * 1. Small tweaks would be needed to compliment the survey – following up as needed with each of the respondents when relevant issues were brought up.
     2. Issues such as looking into driver training, delivery times, and so forth were noted.
     3. Label sizes will be looked at for minor modifications since the delivery display windows vary.
     4. MOBIUS will look into any adjustments needed to make the printing of labels easier for the membership.
     5. Looking through the label maker and noting any inconsistencies of the data.
     6. Prompting for submissions to the label maker database so library names are easier to find.
     7. MOBIUS will follow-up with the individual libraries on specific issues that are raised as part of the survey.
     8. Steve will work on a combined summary and send it to Bathsheba and then send it out to the membership.