Members:

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| **Name** | **Title** | **Institution** |
| Bathsheba Love, 2017-2019, Chair | Library Circulation Services | Missouri Valley College |
| **Eileen Condon, Board Member**  | Dean of University Libraries  | Webster University |
| **Bradley Kuykendall, 2018-2020** | Reference Librarian  | Lincoln University  |
| **Clara Fehrenbach, 2017-2019**  | Interlibrary Loan and Reserves Librarian | Washington 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 (Organizer) | Associate Director, Member Services | MOBIUS |
| Donna Bacon (Ex Officio) | Executive Director | MOBIUS |

Members Absent:

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| **Name** | **Title** | **Institution** |
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Guests or Proxies Present:

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| **Name** | **Title** | **Institution** |
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Members Absent:

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| Name | Title | Institution |

Guests or Proxies Present:

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| Name | Title | Institution |

**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**
	1. Confirmed that all of the Board members are on the “comm” list.
* General Interest is **circ-courier@lists.mobiusconsortium.org**

1. Call to order.
	1. Welcome (Steve & Bathsheba).
2. Adoption of the Agenda.
3. **Announcement: Shelly McDavid is leaving her position at** Missouri University of Science and Technology, so we will have an opening on the committee for the Board to fill. Suggestions are welcome, of course, but the Board will make a final decision.
4. Old Business:
	1. Reminder: Proposed circulation enhancements in Sierra.
		1. Idea Lab is Innovative’s general bulletin board for ideas of all kinds, including software enhancement ideas. (Note that there isn’t a formal enhancement list anymore.)
			1. <http://innovativeusers.org/system-enhancements/idea-lab-faq.html>
5. New Business:
	1. **Sierra 4.2**
		1. **Release Date – January 22nd.**
		2. **Release Notes – Attached.**
		3. **Server Upgrade – Details to follow.**
	2. **Courier**
		1. **Please let us can know about any consistent label problems you or your colleagues might be encountering – for example, people always choosing the wrong label so we can update the label maker as needed.**
		2. **Libraries can consider changing their print names from the system they've been using to either the OCLC symbol or the STAT delivery stop--but preferably all one or the other.**