# Members Present:

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| A.T. Still University | Susan Swogger |
| Central Arkansas Library System | Nathan James |
| Central Methodist University | Cindy Dudenhoffer |
| Columbia College | Susan Townsend |
| Conception Abbey & Seminary College | Chris Brite |
| Concordia Seminary | Paul Robinson |
| Concordia Seminary | Eric Stancliff |
| Cottey College | Courtney Trautweiler |
| Covenant Theological Seminary | Steve Jamieson |
| Crowder College | Eric Deatherage |
| Culver-Stockton College | Katie Marney |
| Davenport Public Library | Amy Groskopf |
| East Central College | Lisa Farrell |
| Evangel University | Richard Oliver |
| Fontbonne University | Sharon McCaslin |
| Goldfarb School of Nursing | Renee Gorrell |
| Hannibal-LaGrange University | Julie Andresen |
| Kansas City Art Institute | M.J. Poehler |
| Kansas City University | Lori Fitterling |
| Lincoln University | Waheedah Bilal |
| Lindenwood University | Liz MacDonald |
| Logan University | Ellen Dickman |
| Maryville University | Theresa Olson |
| Metropolitan Community College | Diane Martin |
| Midwestern Baptist Theological Seminary | Matthew Millsap |
| Mineral Area College | Ryan Harrington |
| Missouri History Museum | Emily Jaycox |
| Missouri Southern State University | James Capeci |
| Missouri State Library | Robin Westphall |
| Missouri University of Science & Technology | Oliver Chen |
| Missouri Valley College | Bryan Carson |
| Missouri Western State University | Sally Gibson |
| Nazarene Theological Seminary | Debbie Bradshaw |
| Northwest Missouri State University | Lea Briggs |
| Ozarks Technical Community College | Sarah Fancher |
| Park University | Karen Bleier |
| Rockhurst University | Laurie Hathman |
| Saint Louis Art Museum | Kelli Rylance |
| Southeast Missouri State University | Barbara Glackin |
| Southwest Baptist University | Ed Walton |
| Springfield-Greene County Library | Regina Cooper |
| St. Charles Community College | Theresa Flett |
| St. Louis Community College | Sarah Smith |
| State Technical College of Missouri | Emanda Hagenhoff |
| Stephens College | Dan Kammer |
| Three Rivers College | John LaDue |
| Truman State University | Stephen Wynn |
| Tulsa City-County Library | Sarah Peterson |
| University of MO- Columbia | Corrie Hutchinson |
| University of MO- Kansas City | Cindy Thompson |
| University of MO- St. Louis | Chris Dames |
| Webster University | Eileen Condon |
| William Jewell College | Rebecca Hamlett |
| William Woods University | Erlene Krause |

Guests Present:

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| Tulsa City-County Library | Peter Klein |
| Missouri State Library | Laura Kromer |
| Kansas City University | Sara Motsinger |

# Call to Order- Eileen started the meeting at 10:05am. She told the membership that this was Susan Swogger’s last meeting, as she is moving out of the area; Eileen thanked her for her service on the board.

# Adoption of Agenda- There were no additions.

1. Guests were introduced. There was a review of the update session notes from October 23, 2020.
2. Treasurer’s report, Ellen Dickman: Prior to the Feb 5 Board meeting, the Board voted via email to use $144,155 from the contingency fund to pay for the 3-year renewal of the NC Cardinal servers on Amazon Web Services at the most advantageous rate. NC Cardinal will reimburse MOBIUS for AWS hosting in accordance with their Evergreen contract. If for some reason NC Cardinal or MOBIUS no longer need this space, it is possible to sell it to other AWS users. Also, early January 2021, the Payroll Protection funds that Donna applied for through the SBA, were forgiven, therefore the funds were moved into the contingency fund account and can be used for payroll, mortgage interest, rent/lease, and utilities, thus saving us quite a bit in overhead expenses for 2021. The most recent financial statements for February are not yet available, but as of Jan 31, 2021, the contingency fund was 1,499,909. With the use of $144,155 for AWS, the contingency funds should be 1,305,754 when we receive the Feb 21 statement. Our reserve funds/investment account was at 1,687,794.75 as of February 28, 2021. Our current finances are on target. Also, a question was asked regarding if there were plans for contingency funds and the Board is looking into the contingency fund and ensuring there are funds for the new ILS system in 2024.
3. Committee Reports—MOBIUS Board Representatives
   1. Circulation and Courier (Sally Gibson)- Courier is getting back to normal after the brief hiatus due to COVID. Also, new totes have been ordered.
   2. User Experience and Metadata (Waheeda Bilal): This committee has not met since October 2020; they hope to later this month.
   3. E-Resources (Susan Swogger): This committee has been very active; the forums have run throughout the year and continue to be useful. The committee is looking to see an inventory of members’ e-resources, to see what is currently used, and what is still needed.
   4. ILS Software and Services (Ellen Dickman): This committee met February 18; they should be involved in the upcoming vendor demos and presentations. A recent survey showed that users want modular training, and that members search the MOBIUS website for what they want.
   5. Digitization (Sarah Smith): Vital installation:   
      Stephanie Ruhe is working with Innovative to migrate data from:
   * Covenant Theological Seminary
   * Midwestern Baptist Theological Seminary
   * Northwest Missouri State University
   * Truman State University
   * Webster University
   * Truman's migration is the most complex; they are getting training on Vital
   * Training has been scheduled for the other 4 libraries as a group. One session on Thursday 3/11; the second is tentatively planned for the last week of March (waiting on the III trainer to confirm the date).

Training for the remaining libraries participating in the project but not migrating data will likely take place in April.  
**MOBIUS / MissouriHub mentoring program**:  
Webinar series: Mentors and mentees are currently watching and discussing the 4th of a series of 4 webinars. Topics:

* + 1) Planning for digitization
  + 2) File specifications, equipment, software
  + 3) Metadata
  + 4) Collections care, quality control, access
  + 11 libraries responded to a survey of top priorities for outsourcing
* Planning for next steps
  + Two-part wrap-up workshop in April
  + Preparing a Year 2 grant to fund:
    - Digitization of some commonly held types of materials
    - Continue mentoring program
    - Help libraries advocate for their digitization programs on campus and with donors
  1. Public Library (Nathan James): This committee is now formed and has met once. They will be surveying the public library members as to what e-resources they currently have and what they still want/need.

1. Old Business  
   a. Strategic Plan, review draft: Ed shared his screen and acknowledged the Strategic Planning Task Force members: Donna Bacon, Bryan Carson, Ellen Dickman, Laurie Hathman, Nathan James, Steve Jamieson, Elizabeth MacDonald, Sharon McCaslin, Donna Monnig and Susan Swogger. His discussion points were as follows:  
   1. Board Approved Volunteers (July 2020 Board Meeting)
2. Month Meetings (August – Present)
3. Data Collection (Survey and Meetings)
4. Established Goal Focus Teams
5. Assumptions
   1. Goals Stable w/Minor Modification
   2. Constituent vs. Member
   3. Goals for Non-Membership Services – Developed by MCO
6. Objectives/Tactics
   1. Synthesized from Data Collected
   2. Develop by Focus Teams
   3. Polished by Task Force Members
   4. Reviewed / Refined by Board
7. Membership Feedback (Today)
   1. Today we are looking for two things:  
      1) Did we accurately codify the vision (Your Perspective)?  
      2) Did we miss something?
   2. Goal by Goal Feedback
   3. E-mail Feedback
8. Next Steps
   1. Review your feedback by Task Force
   2. Submit to Board for final approval (April Meeting)
   3. Board / MCO prioritize Objectives/Tactics
   4. Present to Membership at June Membership Meeting

b. Project Reshare: Eileen reminded members who/what Project Reshare is: a group of libraries / consortia that have formed together to develop a new approach to resource sharing. It will offer the possibility of libraries to connect with each other, even with different ILSs. She stated that we are please to have joined this group. Donna reported on her staff meeting with Steve, Debbie, Ted, and Blake (those involved with Project Reshare); Blake is working on a project for them – an easy-to-install software package. We are excited to be participating with them.

c. ILS Project update: RFI. Eileen reminded members that our contract with Innovative Interfaces ends in June 2024. We want to get a better idea of what is in the marketplace currently; Donna has sent zoom links to sessions with various vendors. Sessions will be recorded. There were some questions and discussion.

VII. New Business

a. Nominations for Board member elections – Renee told members that she will be sending the email asking for MOBIUS Board nominations next week. Donna added that we will be having at least every other Board meeting online, post-COVID. She also pointed out that this is a great time to get involved.

b. Annual Conference: This will be online again this year, June 14-16. We switched software to use – we will be using Pheedloop; it has more features than the one used last year. Conference will be over three half days. There will be no keynote speaker this year, and no traditional online vendor booths. Donna asked for session submissions; the deadline has been extended.

VIII. Executive Director’s Report: Donna reported that she has been working with Emily Jaycox and Sean from the NEDCC, and Stephanie regarding the next stage of the digitization grant. Goal is to keep this moving along. She also told membership that we have a potential member joining soon. Christina has been doing a lot with OER; the MOBIUS System Leaders presented at the Missouri A&OER Symposium. Christina has also finalized a contract with 15 members to participate in a pilot with Sage. The OTN Summit will be online again this summer. The MOSS staff (Blake, Ted, and Debbie) have been very busy; they’ve migrated two more libraries into the NC Cardinal system: Onslow County and AMY Regional Library. We are in the middle of migrating CALS to the hosted version of ArchiveSpace. We are still working with UMKC moving their Omeka version to our hosted version. MOBIUS IT staff is moving to the next stage of SOC2. Donna explained the Risk Mitigation document that needed to be completed for the security audit.

IX. State Librarian’s Report: Robin Westphall reported that as part of the American Rescue Plan Act, Missouri’s library is set to get over $3 million; they are waiting on the criteria for spending. They gave out 252 grants last year. Legislative update – legislature is currently in session. Robin said they are not expecting any cuts. They are looking for more funds for MOREnet, for the REAL program. The year-end review is ongoing now – over 200 training sessions were given, and Governor’s Executive orders (housed at State Library) were viewed over 500,000 times. Reference Dept is looking at new databases to better serve state employees. The LibGuide about COVID they created was fantastic. Wolfner Library – they are undergoing a project, Duplication on Demand, which is about to be rolled out. Their patrons will be able to get up to 10 titles per cartridge. The forums will continue; those started one year ago.

1. X. Cluster Reports:   
   KC-Towers, Rockhurst: Laurie Hathman is retiring as of July 2nd and the search for her successor is almost done. Hopefully they will know who that is in the next 30 days.   
   Archway: The cluster met on Feb. 2 for the first time in more than a year. Jill Nissen agreed to serve as the chair. Meetings will be scheduled once per quarter.  
   Merlin: University of Missouri is issuing an RFP for their ILS this month. We will be meeting with MOBIUS Board members next week to discuss the implications. The St. Louis Mercantile Library at UMSL will be celebrating their 175th year starting in April. A large Americana exhibit will be on display.

# Other Business- No other business

1. Meeting ended at 11:25am.

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Next Board Meeting: April 9, 2021

Next Membership Meeting: June 14, 2021